



Staff Report

Date: April 26, 2016

To: City Council

From: Valerie J. Barone, City Manager

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Subject: **Consider adoption of City of Concord Policy and Procedure No. 170, User Fees and Charges Cost Recovery Policy, establishing policy guidelines for setting and updating user fees and charges and establishing cost recovery goals; and amendments to Exhibit A to Resolution No. 78-6042 establishing fees and charges for various municipal services in the City of Concord**

Report in Brief

A City-wide Cost Allocation Plan (CAP) and User Fee Analysis project was initiated in September 2013. This project proceeded in two phases. The first phase was to prepare an updated Cost Allocation Plan, which distributes general government and support services across the direct services provided to the public. This phase was completed in January 2015. The second phase was an analysis of the City's user fees and charges to accurately represent the efforts entailed in providing each of the City's services and programs. This phase was completed in December 2015.

Although the City's fees are typically adjusted annually for changes in price indices [such as the Consumer Price Index (CPI) or the Construction Cost Index (CCI)], hourly rates, and level of effort, it has been more than ten years since the last comprehensive fee study was completed. Due to changes in state law and the amount of time that has passed since the last comprehensive fee study was performed, staff undertook, with City Council direction, a comprehensive updated fee study. Because this study has been underway, the City held all fees and charges static for the last two years.

The Policy Development and Internal Operations (PDIO) Committee (Hoffmeister/Leone) has met three times (December 10, 2015, February 1, 2016 and

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April 6, 2016) to receive information, provide feedback to staff and make recommendations to the City Council on the proposed User Fees and Charges Cost Recovery Policy and proposed fee changes. At the April 6, 2016 meeting, the PDIO Committee approved recommendations for establishing a fee cost recovery policy (Attachment 2) and making adjustments to the City's User Fees and Charges. Further, the Committee directed staff to bring these items to the City Council for consideration.

Recommended Action

In order to implement the results of the User Fee Study, the governing board must conduct a public hearing process and adopt the proposed resolution to enact the new fees. Staff recommends that the fee changes become effective July 1, 2016 with the exception of the Multi-Family Rental Inspection fees which are requested to be effective January 1, 2017.

The City Council is requested to open the public hearing, accept public testimony on the proposed User Fees and Charges and then close the public hearing. At the close of the Public Hearing, the City Council is requested to take the following actions:

1. Adopt City of Concord Policy and Procedure No. 170 User Fees and Charges Cost Recovery Policy, establishing policy guidelines for setting and updating user fees and charges and establishing cost recovery goals.
2. Adopt Resolution No. 16-6042.1 (Attachment 6) amending Exhibit A to Resolution No. 78-6042 Establishing Fees and Charges for Various Municipal Services in the City of Concord, as amended.

Background

User fees and charges are collected to recover some or all costs incurred in providing a specific service from which one or more individuals obtain a benefit. It is a best practice for cities to perform a comprehensive update of their cost allocation plans every 5 years and review user fees and charges schedules annually.

One of the Council's priority focus areas is to enhance the City's long-term financial stability. Adopting a fee methodology and resulting fee adjustments realigns user fees to more efficiently utilize general revenues (taxes) for services and programs such as public safety, infrastructure maintenance, and economic development.

Furthermore, the California Constitution (Propositions 13, 218 and 26) and various state laws have placed both substantive and procedural limits on cities' ability to impose fees and charges. Proposition 26 contains a more general articulation of the cost of service principle and includes a requirement that the local government bear the burden of proof that [1] "a levy, charge, or other exaction is not a tax; [2] that the amount is no more than necessary to recover the reasonable costs of the government activity; and [3] that the manner in which those costs are allocated to a payor bear a fair or reasonable

relationship to the payor's burden on, or benefits received from, the governmental activity." (Cal. Const. art. XIII C, § (e)). It is important to note that rental charges for rooms or facilities, fines, penalties and late charges are not technically user fees and are not required to be based on actual costs. Instead, these types of charges are more typically governed by market rates, reasonableness and other policy driven factors and can legally exceed the cost.

In June 2013, the City released a Request-for-Proposals (RFP) solicitation for an independent consultant with expertise in municipal finance to update the City's cost allocation plan and conduct a review of the master (user) fee schedule. Six proposals were received and after an evaluation process, NBS, Inc. (with the highest rated score) was selected to provide the requested scope of work. NBS was founded in 1996 and has worked with more than 300 public agencies including performing over 50 engagements of a similar nature to that requested by the City.

A city-wide Cost Allocation Plan and User Fee Analysis project was initiated in September 2013. This project proceeded in two phases. The first phase was to prepare an updated Cost Allocation Plan, which spreads the cost of general government and support services across the direct services provided to the public. This phase was completed in January 2015. The second phase, User Fees and Charges study, included a thorough analysis of the total cost of providing services, including all applicable direct, indirect and overhead costs associated with specific services. This was a coordinated effort among all City departments and included many meetings between NBS and City staff to review updates and provide feedback. The Draft User Fees and Charges study was completed December 1, 2015 and is included as Attachment 1.

The PDIO Committee met three times on December 10, 2015, February 1, 2016 and April 6, 2016 to receive the results of the CAP and User Fee Study, discuss establishing a fee setting policy and consider staff recommended adjustments to user fees and charges. The Committee's recommendations are summarized in the following discussion section. The PDIO Committee directed staff to bring forward their recommendations for City Council consideration on April 26, 2016.

Analysis

The following discussion provides a summary of the draft User Fees and Charges report, recommends a policy for setting User Fees and Charges and details recommended changes to the City's Master (User) Fees and Charges Schedule.

User Fees and Charges Report

The User Fee report dated December 1, 2015 is included as Attachment 1.

The NBS report was based on FY 2014/15 budget data and computed estimated annual fee revenue based on FY 2013/14 activity level. The following chart summarizes the various

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cost recovery levels for fees and General Fund subsidies related to Planning, Engineering, Building, Police and Parks and Recreation. Administrative fees, such as processing fees for business licenses and permits, non-CED appeals and subpoena fees, were also reviewed but due to the low volume of activity for administrative fees, projections were not performed to calculate the total projected annual revenue.

Department/Division	Estimated Annual Current Fee Revenue	Eligible Cost Recovery from User/Regulatory Fee Revenue	Annual Cost Recovery Surplus/(Deficit)	Current Cost Recovery Percentage
CED Planning	\$ 506,600	\$ 1,096,244	\$ (589,644)	46%
CED General Plan Surcharge	233,438	583,594	(350,156)	40%
CED Engineering	1,044,000	1,039,821	4,179	100%
CED Building	2,761,852	2,764,001	(2,149)	100%
Police	124,252	99,397	24,855	125%
Parks and Recreation	4,117,223	7,354,089	(3,236,866)	56%
Total	\$ 8,787,365	\$ 12,937,146	\$ (4,149,781)	68%

Overall, NBS’s analysis indicates that the City recovered approximately 68% of the full cost of providing fee related services for the departments/divisions mentioned above. Thus, the City’s General Fund subsidized 32%, or approximately \$4.1 million, of the cost of these services. As expected, cost recovery levels varied quite a bit between departments and programs.

User Fee Cost Recovery Policy Considerations

A clear user fee cost recovery policy will allow the City to provide an ongoing, sound basis for setting fees that allows fees and charges to be periodically reviewed and updated. Adopting a formal policy regarding fees and charges is also a recommended best practice by Governmental Finance Officers’ Association (GFOA). The City of Concord has a long history being fiscally prudent through the adoption of sound budget and financial policies such as maintaining the 10-Year Financial Forecast. Adopting a Fee Recovery Policy will strengthen the City’s budget policies further. The PDIO Committee supported establishment of a User Fees and Charges Cost Recovery Policy, included as Attachment 2.

The recommended User Fee Cost Recovery Policy has three main components: 1) provision for ongoing review; 2) factors to be considered in establishing cost recovery levels; and 3) target cost recovery levels.

Ongoing Review

A comprehensive analysis of City costs and fees should be conducted at least every five years. In the interim, fees will be adjusted by annual changes in labor costs as approved by the City Council. Fees may also be changed based on supplemental analysis whenever there have been significant changes in the method, level or cost of service delivery.

It is a best practice and a recommendation of NBS to include an automatic inflator in the fee resolution and to disclose specifically what is to be used in the fee setting policy. Generally, labor cost is more closely tied to the actual cost, as this category represents the majority of costs in providing user fee services. NBS cautions the City from using varying inflation factors (CPI for some items and labor costs for others) as that could subject the City to challenges to the fees charged. As a result, the PDIO committee accepted staffs' recommendation to include an automatic inflator in the fee resolution that is tied to labor costs.

Policy for Setting Cost Recovery Levels

The following factors were considered by the Committee when setting user fees and cost recovery levels.

1. Community-wide vs. Private Benefit: The level of cost recovery should consider the *community-wide* versus *private-benefit* nature of the program. The use of taxpayer dollars is appropriate for services that benefit the community as a whole, such as police patrol services. When the service or program provides a benefit to specific individuals or groups, such as the issuance of building permits, it is common for the individual(s) receiving that benefit to pay for all of the cost of that service.
2. Service Recipient vs. Service Driver: The concept of the *service recipient* versus *service driver* is particularly important for regulated activities such as development review and police issued permits. It could be argued that the applicant is not the beneficiary of the City's development review efforts and that the community is the primary beneficiary. However, the applicant is the driver of development review costs, and as such, cost recovery from the applicant is appropriate.
3. Consistency with City Goals and Policies: City policies and Council goals related to the community's quality of life may also be factors in setting cost recovery levels. For example, fee levels can be set to promote city-wide goals, facilitate environmental stewardship, encourage compliance with City regulations (e.g. water heater permits, minor but important permits to ensure safety) or discourage certain actions (e.g. false alarms, which negatively impact law enforcement).
4. Elasticity of Demand for Services: Increasing the price of some services results in a reduction of demand for those services and vice versa. Full cost recovery has the

specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly-stimulated by artificially low prices. For example, setting fees for recreational classes or summer camps for children and youth below market, requiring a General Fund subsidy, may create an artificial demand and draw participants from outside of the City. Conversely, high cost recovery may negatively impact lower income groups and this can work against public policy outcomes if the services are specifically designed to serve particular groups.

5. Availability of Services from the Private Sector: High cost recovery levels are generally sought in situations where the service is available from other sources in order to preserve taxpayer funds for core City services. Conversely, services that are not available from other sources and are typically delivered when residents experience an emergency typically have low or zero cost recovery levels (e.g. response to a 911 call).
6. Feasibility of Collection and Recovery: Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. An example is the costs of responding to code enforcement violations. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

Target Cost Recovery Levels

Based on these policy considerations, the following table overlays certain cost recovery levels grouped in low (0-40%), medium (40.1% to 80%), and high (80.1% to 100%) cost recovery percentage ranges. It is important to note that these groupings provide guidance and are not absolute. Some policy statements may weigh more heavily than others, which may result in a different cost recovery level grouping for particular fees. For example, fees for recreational activities for which there is high demand may have a high cost recovery level due to high enrollment levels per class.

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Cost Recovery Levels	Cost Recovery Percentage Range	Policy Considerations (one or all may apply)
Low	0% - 40%	<ul style="list-style-type: none"> • Public at-large benefits • No intended relationship between fee and benefit received • Fee collection not cost effective or would discourage compliance • No intent to limit use of service • Affordability of service to low-income residents
Medium	40.1% - 80%	<ul style="list-style-type: none"> • Services share factors of both low and high recovery levels
High	80.1% - 100%	<ul style="list-style-type: none"> • Individuals receive most of benefit of service • Other alternative service providers • Use is regulatory or specifically discouraged

Staff and PDIO Recommendations/Fee Study Results

In consideration of the above recommended fee recovery policy, staff makes the following recommendations to the City’s current fees. Each is discussed in detail following this summary.

- Transition to full cost recovery for Planning activities
- Increase the General Plan Surcharge
- Implement a Development Review Technology Surcharge
- Set Multifamily Rental Inspection Fee changes for January 1, 2017
- Waive Business License Application and Renewal fees for online processing
- Recalibrate fees for Engineering, Building and Police
- Update fees for Parks and Recreation

Fees that are no longer relevant were eliminated. In addition, NBS identified 73 of the approximately 540 fees analyzed that generated a cost recovery level above 100%. These

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fees do not meet the criteria to be set above actual cost of providing the service; thus, staff recommends reductions to FY 2016/17 Fees to bring them to a 100% cost recovery level.

Planning Fees

Currently, Planning fee levels recover about 46% of actual staff costs for private development entitlement (permit) processing. As a result, the City's General Fund subsidizes the cost of private development processing by approximately 54%.

The policy guidance for cost recovery discussed in the User Fees and Charges Study (Attachment 1, page 8) is "that when a service or activity completely benefits an individual or entity, it can be reasonably argued that 100% of the cost should be recovered from fees collected from the individual or entity." Conversely, if the public at large derives some benefit from the service or activity, there is reasonable justification to subsidize the cost of providing the service or activity through the general fund. This line of reasoning would indicate that fees for private development application processing should strive toward 100%.

With that understanding, staff recommends that private development planning fees be adjusted to allow recovery of the actual staff costs of most private development entitlement, except in a few fee categories where public benefit moderates the appropriate percentage of cost recovery. Specifically, staff recommends that the following Planning permit fees continue to be partially subsidized because of the public benefit provided: (1) large family day care applications, (2) appeals of private development approvals, (3) second family (in-law) unit applications, and (4) code enforcement actions.

Large family day care facilities, which provide day care in residential homes for between 7-14 children, are greatly needed to support working families, but can result in neighborhood controversy. The day care operator is rarely able to afford the actual cost of processing and public review of these applications, public hearing notification of the surrounding neighborhood, the cost of extensive staff work associated with the review and approval documentation, representation in public meetings, etc. During the course of review of these fees by the PDIO Committee, the Contra Costa Child Care Council provided further commentary and a request for reduction of the existing Large Family Day Care permit fee. This is provided as Attachment 3. The City currently subsidizes permits for large family day care facilities by approximately 50%. The recommendation from the PDIO Committee is to continue that level of subsidy and exempt these fees from the proposed Development Technology Surcharge.

The fee to process an Appeal of a Planning Approval is often subsidized by a City or other public entity to ensure that those who protest a new development or permit approval are not hindered by lack of substantial funds. A neighborhood or business district may be negatively impacted by a new development approval and, unlike the applicant, these groups do not benefit from the new development or granting of a permit for a new use. If appellants had to

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bear the burden of the true cost of an appeal process, it would likely have a chilling impact on their ability to appeal a Planning approval or zoning determination.

Secondary family units are seen as an affordable housing opportunity and a public benefit for the city. The need for affordable housing has been growing in Concord as prices and rents have increased over the last three years. In particular, there is demand for affordable housing in and near the downtown that is close to transit services. The City currently subsidizes secondary unit permit fees by reducing them to half the level of single family dwelling unit fees and on April 6, 2016, the Council approved a pilot project to further reduce secondary unit fees, corresponding to a secondary unit fee reduction implemented by the Contra Costa Water District. The reduced fee for small (less than 640 square feet), secondary living units has been included in the Master Fee Schedule (Attachment 6).

Code Enforcement activity often involves an initial notice of violation, with a given time period for project compliance. If the subject property is not brought into compliance, the owner may be cited with a \$100 fine, or additional fines, for as long as the violation continues. Frequently the staff involved in a Code Enforcement action includes several divisions, such as Planning, Engineering, Code Enforcement, and the City Attorney's Office, and the cost of staff time is not recouped. Development Code Enforcement activities are subsidized by the City to ensure abatement of nuisances and blight occurrences, which is a public benefit citywide.

For all other categories, such as Design Review, Minor and Major Use Permits, Re-zonings, General Plan Amendments, and other discretionary planning permits, planning fees are recommended to be set at 100% cost recovery.

Cost Recovery Policy Impacts. Over the past four years, the number of planning applications has increased by 43%, with a steady rise in the number of applications received annually. The size and complexity of proposed development projects has also increased during this period. Additionally, the City must comply with more State rules and regulations further adding to the complexity of the review. During the recession, three Planner positions were eliminated, and none have been reinstated. This reduction represented a loss of 38% of the professional Planning staff capacity in the City. Between the significant increase in development activity due to the an improving economy, and the reduced Planning Division staffing that the City continues to operate with, Planning staff is challenged to provide timely processing of all current applications and other required activities.

Staff's recommendation to increase Planning processing application fees for private development will allow the City to be appropriately reimbursed for the Planning staff costs to process these applications and will reduce the burden on the General Fund. Moreover, it will capture the actual cost of providing Planning permit processing and allow the City to increase the number of staff needed as the work load continues to increase.

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Providing sufficient Planning staff resources is an extremely important economic development tool, ensuring that the entitlement process does not become unreasonably extended, and that the General Plan, Climate Action Plan and other advanced planning requirements are up to date, legally defensible and compliant with State law. When these types of city-wide regulations are not appropriately maintained, they create an easy target for anti-development lawsuits.

General Plan Maintenance and Update Surcharge

To ensure that sufficient funds are available for the General Plan Update activities, staff is recommending increasing this surcharge fee by 10%, allowing the City to recover 50% of the operational costs of these activities. The General Fund would then subsidize the remaining 50% cost. The City is currently recovering 40% of its costs through a surcharge on building permits (and using the General Fund to fund the remaining 60%), at the current rate of .25 % of the building permit valuation. This fee has recovered \$233,438 in 2015. The actual average amount that needs to be generated each year is approximately \$584,000. This is based on budgeting for a comprehensive General Plan Update every 10 years, as well as interim advanced planning efforts, such as funding the Housing Element Update (approved in January 2015), the Subdivision Ordinance Update (currently underway) and other such long-range plans and updates to plans.

Staff recommends increasing the General Plan Maintenance and Update Surcharge to achieve 50% cost recovery, so that the new surcharge fee would be increased to 0.31% of building permit valuation. With this proposed increase, the User Fee Study estimates the surcharge would yield approximately \$292,000 per year, an increase of about \$58,000 each year.

Development Review Technology Surcharge

Currently the City of Concord does not have any funding source, other than General Fund, for the purchase, maintenance, and replacement costs of software and technology hardware utilized to provide Development Review services. Without a dedicated funding source, it is very difficult for the City to implement necessary technology improvements and upgrades to address key City initiatives, such as moving to a completely paperless development permit process and implementation of an online permit process. Also, the City has not been in a strong enough financial position to replace outdated technology after the useful life of current technology has been reached.

To address this unfunded cost of development review, a Development Review Technology Surcharge is proposed to fund the purchase, maintenance and replacement of Development Review services software and hardware. The proposed Technology Surcharge is a 7% surcharge that would be collected as part of the Planning, Engineering, and Building administrative processing, plan review, and inspection fees. The Surcharge revenue would be set aside in a special revenue fund and expenditures will be dedicated to supporting

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Development Review technology. The estimated recurring fiscal cost of Development Review technology, which includes the replacement cost, is \$265,000 per year, as outlined in the User Fees and Charges Study (Attachment 1, pages 49 and 69). A technology replacement period for key technology software of 10 years and for technology hardware of 5 years has been used for analysis purposes.

Staff evaluated several methods that are used in other jurisdictions to impose a Technology Surcharge, including combinations of fixed fees per application, a surcharge per billable hour, and a valuation-based fee. The best method is to charge a percentage of actual Development Review service revenues because it directly relates to the level of development review services provided for each project. This surcharge is estimated to meet the targeted annual cost of the technology needs of the Development Review process.

Multifamily Rental Inspection Program

The Building Division proposes that fee changes for Multifamily Rental Inspection Program (MFRIP) become effective January 1, 2017 to avoid a mid-calendar year fee change during the first year of the current three-year cycle of the program. The MFRIP currently operates on a three year calendar cycle. We are in the first year of the three year cycle. The first year involves the self-certification processes. In order to have equal treatment for all facilities going through self-certification, staff recommends the effective date of the new fees for this program start on January 1, 2017. Complexes that are in the self-certification program and keep their property well maintained will experience lower fees. Complexes that are not able to self-certify will likely experience an increase in fees. The California Apartment Association endorses both the new fees and the proposed start date for the new fees.

Business License Application and Renewal Fees

To support the Finance Department's focus on providing effective, high-quality customer service, staff is recommending an incentive for business owners to renew and apply for business licenses online by waiving the associated processing fee, currently \$18. Businesses using the traditional method of mailing in their renewals would continue to pay the \$18 processing fee. The City's third-party software program was recently upgraded and is able to accept online applications and renewals of business licenses. Not only will this expedite processing of the applications and renewals, online processing will reduce the manual processes associated with printing, mailing and filing applications and decrease time spent on the associated banking. This will allow staff to focus on new business discovery and auditing business returns.

Currently, the City charges an \$18 processing fee for each new business license application and each annual renewal and generates approximately \$165,000 annually. The City licenses approximately 9,200 businesses and only about 30% or 2,800 renew online. Conversely, Walnut Creek licenses approximately 7,300 businesses and about 63% or

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4,500 renew online and about 40% of new business license applications are processed electronically. Should the City be successful in encouraging half of the City's businesses to process their renewals online, the fiscal impact would be a revenue reduction of \$83,000. However, our system would be much more efficient and provide staff additional time for new business discovery and improved auditing of business tax returns.

Recalibrate Fees to Fully Recover City Costs

Historically, fees have been set to fully recover costs for fees that relate to permits (not law enforcement) in the Police Department and in the Engineering and Building Divisions. Process and technology changes have occurred since the last user fee study was performed, which has decreased processing costs for some services. To ensure compliance with State law and to fully recover the costs associated with providing the services, staff recommends recalibrating fees in Engineering, Building and Police to capture actual costs of providing services.

Updates to Parks and Recreation Fees

A primary goal of the Parks and Recreation Department is to maximize the use of recreation facilities and program assets. The City's current process in establishing and adjusting Park and Recreation fees is to periodically conduct competitive market studies to determine and position recreational programs, facilities and services to attract sufficient participation levels at appropriate price points. The Department recently conducted market pricing surveys for core programs. Based on the results of the survey, the Department is recommending making several adjustments to continue to provide high quality, competitive programs. Attachment 6 provides a redline markup of the recommended changes to the Parks and Recreation Fees. All of the recommended fee adjustments represent minor increases except for the suggested implementation of a discount for senior lap swimmers (age 65 and older); the department believes this discount will be well received in the community and will not result in a significant loss of revenue at Concord Community Pool. This discount was recommended by the PDIO Committee. The increased revenue resulting from the recommended fee increases will be used to help offset the costs of providing the programs. As this survey was conducted after the consultant completed the User Fee Analysis, the amount of costs recovered based on these staff recommendations is not included in the User Fee Study, nor included in the following chart summarizing the recommendations. Because the proposed Parks and Recreation fee changes are minor, staff does not expect the recommended changes to significantly impact the cost recovery percentage of 56%.

Summary User Fee Study Results

The City's consultant has estimated the impact of the above changes, excluding the newly recommended Parks and Recreation fee changes, as follows:

Department/Division	Estimated	Current Cost	Amount of	Staff
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	Annual Current Fee Revenue	Recovery Percentage	Costs Recovered per Staff Recommended Fees	Recommended Cost Recovery Percentage
CED Planning	\$ 506,600	46%	\$ 1,096,244	100%
CED Gen Plan Surcharge	233,438	40%	291,797	50%
CED Engineering	1,044,000	100%	1,039,821	100%
CED Building	2,761,852	100%	2,750,225	100%
Police	124,252	125%	99,397	100%
Parks and Recreation	4,117,223	56%	4,117,223	56%
Total	\$ 8,787,365	68%	\$ 9,394,707	73%

The net impact of the recommended fee changes is that the City could recover an additional \$600,000 annually. Approximately \$260,000 would be restricted for supporting development process technology needs and \$58,000 would be earmarked for the General Plan update, leaving about \$280,000 to offset the costs of providing these fee services.

The Policy Development and Internal Operations (PDIO) Committee requested a fee listing showing current and recommended fees sorted to more clearly display those fees increasing and those fees decreasing. Attachment 4 provides this listing and is grouped by department. The fees that are recommended to increase are grouped at the beginning of each department section with those recommended to be reduced grouped at the end.

In addition, a number of fees in the Building and Engineering divisions have been restructured to be more transparent, easier for staff to implement and better match best business practices. For example, the Building Division will be simplifying current fee structures by moving to a valuation-based fee structure for the majority of projects. By simplifying the fees in this manner, the Building Division will be able to provide online permit fee estimators in various interactive forms (e.g. Web and downloadable Excel spreadsheets) and implement online permitting with a completely paperless submittal processes. Both of these enhancements are considered to be important economic development tools. Overall, these fees are expected to continue the current practice of being fully cost recovering but staff is not able to provide a side-by-side listing of fees showing the existing fees compared to recommended fees because of the change in structure.

Attachment 6 presents Resolution No. 16-6042.1. As part of this comprehensive review of user fees and charges, staff took the opportunity to rearrange and streamline the organization of the Fee Schedule.

Fees Charged in Other Cities

The scope of this User Fees and Charges Study did not include an in-depth review comparing common development projects across several jurisdictions. However, NBS did review fees charged by five neighboring cities (Walnut Creek, Brentwood, Antioch, Pittsburg and Dublin) in order to understand how Concord's fees place in comparison to these agencies (see Appendix B to Attachment 1). It is important to note that conclusions that can be drawn from comparisons of fee levels across the surveyed cities are fairly limited due to agencies' differences in defining and structuring their respective fees. For example, certain services included in fees may be combined in some cities but separated in others; fees in other cities may be based on historical or other subjective factors unrelated to costs; and fees are also affected by differences in cost factors such as cost allocations of indirect support costs, employee benefit costs, community priorities and service efficiencies.

During its review of this project, the PDIO Committee requested information on how the proposed planning fee increases would impact the City's competitiveness for new development against neighboring jurisdictions. Attachment 5 provides a before and after comparison of how the recommended fee changes would impact four different, theoretical development projects. Overall, the recommended planning fees would remain substantially less than 1% of the total development cost. Development fees tend to represent a small portion of a development project's budget and generally are not a decision point as to where to locate a development. More important considerations for developers are adequate staffing and the expediency in which permits are processed, because developers view time as money.

Alternatives

The City Council could not approve the User Fees and Charges Cost Recovery Policy and/or related amendments to the Master (User) Fee Schedule and fees will not be updated. However, staff recommends adopting the reductions in those fees that currently recover more than 100% to comply with State law.

The Council could also ask for modifications.

Procurement Process

A Request-for-Proposals (RFP) solicitation for an independent consultant with expertise in municipal finance to update the cost allocation plan and conduct a review of the master (user) fee schedule was released spring 2013. The City received six (6) proposals and after an evaluation process, NBS (with the highest rated score) was selected to provide the requested scope of work.

Financial Impact

Current user fees generate approximately \$8.8 million per year. The City chose not to update their fees as part of the last two budget adoptions in order to wait for the completion of this User Fees and Charges study. The recommended fee updates could

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recover an additional \$600,000 annually. Approximately \$260,000 would be restricted for supporting development process technology needs and \$58,000 would be earmarked for the General Plan update, leaving about \$280,000 to offset the costs of providing these fee services.

Establishing a user fee recovery policy will provide a sound, consistent basis for setting fee recovery levels and would decrease the reliance on General Fund revenues in the provision of certain services and programs.

Public Contact

Notice of this hearing was published in the Contra Costa Times, as required by State Law and the Concord Municipal Code. The City Council Agenda was posted. Interested parties who have expressed an interest in this topic were notified as well as current contractors doing business with the City, the California Building Industry Association and NARI (National Association of the Remodeling Industry) of Diablo Valley, and the Concord Chamber of Commerce.

Attachments

1. NBS Final Draft User Fees and Charges Study report
2. Proposed City of Concord Policy and Procedure No. 170 User Fees and Charges Cost Recovery Policy
3. Letter from the Contra Costa Child Care Council
4. Sorted User Fees and Charges Grouped by Department
5. Planning Development Fee Comparison for Prototype Projects
6. Resolution 16-6042.1, Fees and Charges with Exhibit A

ATTACHMENT 1

NBS DRAFT USER FEES AND CHARGES STUDY REPORT



City of Concord

User Fees and Charges Study

Final Report DRAFT – December 1, 2015

32605 Temecula Parkway, Suite 100
Temecula, CA 92592
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December 1, 2015

Ms. Karen Reid
Director of Finance
City of Concord
1950 Parkside Dr.
Concord, CA 94519

Transmittal: Cost of Service Study for Analyzing User Fees and Regulatory Fees

Dear Ms. Reid:

NBS respectfully submits the enclosed report comprising our efforts to prepare a cost of service analysis of user fees and regulatory fees for the City of Concord.

We have shared in this document our complete array of work products. Upon review, discussion, and acceptance of this report by the City Council, we will finalize. If we have omitted any area of importance you hoped we would address through this process, do not hesitate to communicate with us so that we fully meet the City's needs.

We wish to extend our gratitude to you and the directors and representatives of each department studied for your contributions of time, knowledge, data, and insight, which have been invaluable through this process. We thank you for this opportunity to serve Concord, and we welcome your continued interaction with us should you need any advice or assistance on this or another topic in the future.

Sincerely,



Greta Davis
Associate Director of Financial Consulting

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Cost of Service Analysis

Appendix A

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Comparative Fee Survey

Appendix B

CED Planning	Appendix B.1
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Police	Appendix B.4
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Executive Summary

Purpose

The purpose of this report is to describe the findings and recommendations of the study performed by NBS intended to update and establish user and regulatory fees for service for the City of Concord, California.

It is generally accepted in California that cities are granted the authority to impose these user fees and regulatory fees for services and activities they provide through provisions of the State Constitution. First, cities are granted the ability to perform broad activities related to their local policing power and other service authority as defined in Article XI, Sections 7 and 9. Second, cities are granted the ability to establish fees for service through the framework defined in Article XIII B, Section 8. Under this latter framework, a fee may not exceed the estimated reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity under the control of the individual/entity on which the fee is imposed. For example, the individual/entity requests service of the municipality or his or her actions specifically cause the municipality to perform additional activities. In this manner, the service or the underlying action causing the municipality to perform service is either discretionary and/or is subject to regulation. As a discretionary service or regulatory activity, the user fees and regulatory fees considered in this study fall outside requirements that must otherwise be followed by the City to impose taxes, special taxes, or fees imposed as incidences of property ownership.

The City's chief purposes in conducting this study were to ensure that existing fees were calibrated to the costs of service and to provide an opportunity for the City Council to optimize its revenue sources, provided that any increased cost recovery from user fees and regulatory fees would not conflict with broader City goals and values.

Outcomes

The cost of service study examined user and regulatory fees managed by the following City departments and divisions:

- CED Planning
- CED Engineering
- CED Building
- Police
- Admin (*cost analysis performed at unit fee level*)
- Parks and Recreation

The cost of service analysis identified approximately \$12.9 million eligible for recovery from fees examined as part of this study. The table on the following page provides a breakdown of the Study's results by department or division studied:

Department / Division	Estimated Annual Current Fee Revenue	Eligible Cost Recovery from User / Regulatory Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery Percentage
CED Planning	\$ 506,600	\$ 1,096,244	\$ (589,644)	46%
CED Planning - General Plan Surcharge	\$ 233,438	\$ 583,594	\$ (350,156)	40%
CED Engineering	1,044,000	1,039,821	4,179	100%
CED Building	2,761,852	2,764,001	(2,149)	100%
Police	124,252	99,397	24,855	125%
Parks and Recreation	4,117,223	7,354,089	(3,236,866)	56%
Total	\$ 8,787,365	\$ 12,937,146	\$ (4,149,782)	68%

Overall, the City is recovering approximately 68% of user and regulatory fee related services. The services included on the Admin fee portion of the schedule have not been included in the total above, as the volume of activity has not been historically tracked, therefore the cost analysis was performed at the unit fee level.

Report Format

This report documents the analytical methods and data sources used throughout the study, presents analytical results regarding current levels of cost recovery achieved from user and regulatory fees, and provides a comparative survey of fees imposed by neighboring agencies for similar services.

- Section 1 of the report outlines the foundation of the study and general approach.
- Sections 2 through 8 discuss the results of the cost of service analysis performed, segmented by category of fee and/or department. The analysis applied to each category/department falls into studies of: the fully-burdened hourly rate(s), the calculation of the costs of providing service, the cost recovery policies of each fee category, and the recommended fees for providing services.
- Section 9 provides the grand scope conclusions of the analysis provided in the preceding sections.
- Appendices to this report include detailed analytical results for each department or division studied, and a comparison of fees imposed by neighboring agencies for similar services.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City's staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council.

Section 1 – Introduction and Fundamentals

Scope of Study

The following categories of fees were examined in this study.

- CED Planning services, including:
 - Plan reviews, use permits, certificates of compliance, variances, and subdivisions of land.

- CED Engineering services, including:
 - Plan Review and Inspection of Public and Private Improvements including improvements, repair and maintenance in the City's public right-of-way.
- CED Building services, including:
 - Plan Review and Inspection and Building Code Compliance of New Construction, Remodels, Alterations Plan Review and Inspection.
- Police services, including:
 - Alarm permit, film permits, report copies, vehicle impound release, and citation sign-off fees.
- Admin services, including:
 - Business processing fees, copy fees, subpoena fees, etc.
- Parks and Recreation services, including:
 - Recreation programs and classes, day camps, park and facility permits, and senior and social services fees.

The fees examined in this study specifically excluded utility rates, development impact fees, and special assessments, all of which fall under distinct analytical and procedural requirements different from the body of user/regulatory fees analyzed in this effort. Additionally, this study and the resultant master fee schedule excluded most of the fines and penalties that may be imposed by the City for violations to its requirements or code, unless the City specifically asked NBS to identify the estimated and reasonable cost of the service as part of the study. The City is not limited to the costs of service when imposing fines and penalties.

Methods of Analysis

There were three primary phases of analysis used throughout this Cost of Service Study:

- 1) Cost of service analysis;
- 2) Cost recovery evaluation; and
- 3) Fee establishment.

Cost of Service Analysis

A cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to the activity in question, including the real-time provision of the service. Indirect costs are those that support the provision of services but cannot be directly or easily assigned to the activity in question. An example of a direct cost is the salary and benefit expense associated with an individual performing a service. In the same example, an indirect cost would include the expenses incurred to provide an office and equipment for that individual to perform his or her duties, including (but not exclusive to) the provision of the service in question.

Components of the full cost of service include direct labor costs, indirect labor costs, specific direct non-labor costs where applicable, allocated non-labor costs, and allocated organization-wide overhead. Definitions of these cost components are as follows:

- Labor costs – These are the salary/wage and benefits expenses for City personnel specifically involved in the provision of services and activities to the public.
- Indirect labor costs – These are the salary/wage and benefits expenses for City personnel supporting the provision of services and activities. This can include line supervision and departmental management, administrative support within a department, and staff involved in technical activities related to the direct services provided to the public.
- Specific direct non-labor costs – These are discrete expenses incurred by the City due to a specific service or activity performed, such as contractor costs, third-party charges, and very specific materials used in the service or activity. (In most fee types, this component is not used, as it is very difficult to directly assign most non-labor costs at the activity level.)
- Allocated indirect non-labor costs – These are expenses other than labor for the departments involved in the provision of services. In most cases, these costs are allocated across all services provided by a department, rather than directly assigned to fee categories.
- Allocated indirect organization-wide overhead – These are expenses, both labor and non-labor, related to the City's agency-wide support services. Support services includes general administrative services provided internally across the City's departments by the City Manager's Office, the City Clerk, the City Attorney, the Human Resources Department, and the City's Finance Department, as well as cost burdens for building use, building maintenance, and Information Technology support. These support services departments provide functions to the direct providers of public service, such as human resources, payroll, financial management, and other similar business functions. The amount of costs attributable to each department or division included in this study were developed through a separate Cost Allocation Plan.

These cost components were expressed using annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by the City in the provision of all services and activities agency-wide.

Nearly all of the fees under review in this study require specific actions on the part of City staff to provide the service or conduct the activity. Because labor is an underlying factor in these activities, the full cost of service was most appropriately expressed as a fully burdened cost per available labor hour. This labor rate – expressed as an individual composite rate, or composite rate by activity (such as plan review, inspection or processing) for each division in the City's organization; which served as the basis for further quantifying the average full cost of providing individual services and activities.

To derive the fully burdened labor rate for each department, and various functional divisions within a department, two figures were required: the full costs of service and the number of hours available to perform those services. The full costs of service were quantified generally through the earlier steps described in this analysis. The number of hours was derived from a complete listing of all personnel employed by the City and reflected in the labor expenses embedded in the full cost of service.

Each City employee was assigned a full-time equivalent factor. An employee working full-time would have a factor of 1.0; an employee working exactly half-time would have a factor of 0.5. A full-time employee is paid for roughly 2,080 hours per year of regular time. Using this as an initial benchmark of labor time, each

employee's full-time equivalent factor was applied to this amount of hours to generate the total number of regular paid hours in each department.

Next, each employee's annual paid leave hours were approximated. Paid leave included holidays, vacation, sick leave, and any other regular leave indicated in personnel data. Once quantified for the entire department, annual paid leave hours were removed from the total number of regular paid hours to generate the total number of available labor hours in each department. These available hours represent the amount of productive time during which services and activities can be performed.

The productive labor hours were then divided into the annual full costs of service to derive a composite fully burdened labor rate for each department/division. This schedule of composite labor rates by department/division was used in this Fee Study to quantify costs at an individual fee level. It should be noted, however, that the composite labor rates may also be used by the City for other purposes when the need arises to calculate the full cost of general services. For nearly all services and activities in a governmental agency – not just those reflected in a fee schedule – labor time is the most accessible and reasonable underlying variable.

Once fully burdened labor rates were developed, they could be used at the individual fee level to estimate an average full cost of providing each service or activity. This step required the development of staff time estimates for the services and activities listed in the master fee schedule. Although the City's time tracking records were extremely useful in identifying time spent providing general categories of service (e.g. plan review, inspection, public assistance, etc.), the City does not systematically track activity service time at a level of detail that could be used to provide estimated time required to perform an individual request for service. Consequently, interviews and questionnaires were used to develop the necessary data sets describing estimated labor time. In most cases, departments were asked to estimate the average amount of time (in minutes and hours) it would take to complete a typical occurrence of each service or activity considered. Every attempt was made to ensure that each department having a direct role in the provision of each service or activity provided a time estimate.

It should be noted that the development of these time estimates was not a one-step process: estimates received were carefully reviewed by both consultant and departmental management to assess the reasonableness of such estimates. Based on this review, sometimes estimates were reconsidered until all parties were comfortable that they reasonably reflected average workload at the City. Once finalized, the staff time estimates were then applied to the fully burdened labor rate for each department and functional division to yield an average full cost of the service or activity.

The average full cost of service was just that: an average cost at the individual fee level. The City does not currently have the systems in place to impose fees for every service or activity based on the actual amount of time it takes to serve each individual. Moreover, such an approach is almost universally infeasible without significant – if not unreasonable – investments in costly technology. Much of the City's fee schedule is composed of flat fees, which by definition, are linked to an average cost of service; thus, use of this average cost method was the predominant approach in proceeding toward a schedule of revised fees. Flat fee structures based on average costs of service are widely applied among other California municipalities, and it is a generally accepted approach. (Refer to the subsection below regarding "Fee Establishment" for further discussion.)

The above-described steps were used for each department to describe the costs of general services, including those activities related to an existing or newly considered fee. For several subsets of fees, some

deviations in analytical methods were taken to provide supplemental information in defining the full costs of services.

The complete cost of service analysis developed for each department or division considered in this study are discussed in the subsequent chapters and appendices of this report.

Cost Recovery Evaluation

Current levels of cost recovery from existing fee revenues were stated simply by comparing the existing fee for each service or activity – if a fee was imposed – to the average full cost of service quantified through this analysis. Cost recovery was expressed as a percentage of the full cost. A cost recovery rate of 0% means no costs are recovered from fee revenues. A rate of 100% means that the full cost of service is recovered from the fee. A rate between 0% and 100% indicated partial recovery of the full cost of service through fees. A rate greater than 100% means that the fee exceeded the full cost of service.

User fees and regulatory fees examined in this study should not exceed the full cost of service. In other words, the cost recovery rate achieved by a fee should not be greater than 100%. In most cases, imposing a fee above this threshold could require the consensus of the voters.

Determining the targeted level of cost recovery from a new or increased fee is not an analytical exercise. Instead, targets reflect agency-specific judgments linked to a variety of factors, such as existing City policies, agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others.

A general means of selecting an appropriate cost recovery target is to consider the public and private benefits of the service or activity in question. To what degree does the public at large benefit from the service? To what degree does the individual or entity requesting, requiring, or causing the service benefit? When a service or activity completely benefits the public at large, it can be argued reasonably that there should be no cost recovery from fees (i.e., 0% cost recovery). A truly public-benefit service is best funded by the general resources of the City, such as General Fund revenues (e.g., taxes). Conversely, when a service or activity completely benefits an individual or entity, it can be argued reasonably that 100% of the cost should be recovered from fees collected from the individual or entity. An example of a completely private benefit service may be a request for exemption from a City regulation or process.

Under this approach, it is often found that many governmental services and activities fall somewhere between these two extremes, which is to say that most activities have a mixed benefit. In the majority of those cases, the initial cost recovery level targeted may attempt to reflect that mixed public and private benefit. For example, an activity that seems to have a 40% private benefit and a 60% public benefit would yield a cost recovery target from fees of 40%. An example of a mixed benefit service may be the review and approval of private work that would affect the public right-of-way; the City's involvement allows the private work to proceed while protecting the safety in and access to the area by the general public.

In some cases, a strict public-versus-private benefit judgment may not be sufficient to finalize a cost recovery target. Any of the following other factors and considerations may influence whether the cost of a service or activity is fully recovered or supplemented:

- If optimizing revenue potential is an overriding goal, is it feasible to recover the full cost of service?

- Will increasing fees result in non-compliance or public safety problems?
- Are there desired behaviors or modifications to behaviors of the service population that could be helped or hindered through the degree of pricing for the activities?
- Could fee increases adversely affect City goals, priorities, or values?

For specific subsets of City fees, even more specific questions may influence ultimate cost recovery targets:

- Does current demand for services support a fee increase without adverse impact to the citizenry served or current revenue levels? (In other words, would fee increases have the unintended consequence of driving away the population served?)
- Is there a good policy basis for differentiating between type of users (e.g., residents and non-residents, residential and commercial, non-profit entities and business entities)?
- Are there broader City objectives that inform a less than full cost recovery target from fees, such as economic development goals and local social values?

Because this element of the study is subjective, the consultant in charge of the analytical outcomes of this study has provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City departments – have considered appropriate cost recovery levels at or below that full cost.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City's staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council. The Master Fee Schedules may be referenced for recommended fee levels.

Fee Establishment

Once the full cost of service was established and cost recovery targets were set, fees were calculated. The fully burdened rate was applied to an average labor time estimate to generate the average full cost of service. If less than full cost recovery was targeted, this figure was then adjusted downward to match the intended level of cost recovery from the fee. In nearly all cases, once these few steps were complete, the proposed fee was complete.

Because most of the City's fees are flat fees, they correspond directly to the average full cost of service result. For the few activities where estimating an average was impossible – due to the highly variable nature of the service – use of fully burdened hourly rates coupled with time-tracking was suggested as the fee structure. (In other words, the City would impose a fee per hour of staff time, requiring some degree of time estimation or outright time-tracking at the case level.)

Calculating fees during this study also included a range of other activities, described below:

- Addition to and deletion of fees imposed – The study process provided each department the opportunity to propose additions and deletions to their fee schedules, as well as rename, reorganize, and clarify fees imposed. Many such revisions were performed to better conform

fees to current practices, as well as improve the calculation of fees owed by an individual, the application of said fees, and the collection of revenues. In other words, as staff is more knowledgeable and comfortable working with the fee schedule, the accuracy achieved in both imposing fees on users and collecting revenues for the City is greater. Beyond this, some additions to the fee schedule were simply identification of existing services or activities performed by City staff for which no fee was imposed.

- Revision to the structure of fees – In most cases, the current structure of fees was sustained; the level of the fee was simply recalibrated to match the costs of service and targeted cost recovery level. In several cases, however, the manner in which a fee is imposed on a user was changed. In the majority of cases in which this was done, the primary objective was to simplify the fee structure, or increase the likelihood that the full cost of service would be recovered.
- Documentation of tools to calculate special cost recovery – An element included in the City's fee schedule was the fully burdened hourly rates by department. Documenting these rates in the fee schedule provides an opportunity for the City Council to approve rates that should be used whenever the City computes a special form of cost recovery under a "time and materials" approach. It also provides clear publication of those rates, so ultimate fee payers of any uniquely determined fee can reference the amounts. Publication of these rates in the master fee schedule is accompanied by language providing that special forms of cost recovery for activities and services not contemplated by the adopted master fee schedule can be computed at the discretion of the director of each department, following the rates adopted by the City Council in the master fee schedule.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City's staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council. Proposed fees, if other than the full cost recovery amount established through this analysis, are shown in the proposed Master Fee Schedule for the City of Concord as part of the City's staff report.

Comparative Fee Survey

Appendix B presents the results of the Comparative Fee Survey for the City of Concord. NBS worked with the City to choose five comparative agencies: Walnut Creek, Brentwood, Antioch, Pittsburg and Dublin.

Often policy makers request a comparison of their jurisdiction's fees to surrounding communities or similar scopes of operations. The purpose of a comparison is to provide a sense of the local market pricing for services, and to use that information to gauge the impact of recommendations for fee adjustments proposed by the consultant's report and staff recommendations.

Comparative fee surveys do not, however, provide information about the cost recovery policies or procedures inherent in each comparison agency. A "market based" decision to price services at below the cost of service analysis results shown for the City of Concord, is the same as making a decision to subsidize that service. Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services.

This comparison to other agencies integrates Concord's restructured fee schedule, and adapts existing fee amounts to the new structure. The survey compares average current fee amounts to those of other

surveyed agencies to provide information on how the City currently compares, before action to increase or decrease fees for service are taken.

Data Sources

The following City-published data sources were used to support the cost of service analysis and fee establishment phases of this study:

- The City of Concord's Adopted Budget for Fiscal Year 2014-15.
- A complete listing of all Fiscal Year 2014-15 City personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts – provided by the Finance Department.
- Various correspondences with the City staff supporting the adopted budgets and current fees, including budget notes and expenditure detail not shown in the published document.
- Prevailing fee schedules provided by each involved department.
- Annual volumetric (workload) data from the prior fiscal year provided by each involved department.

The City's adopted budget is the most significant source of information affecting cost of service results. It should be noted that consultant did not conduct separate efforts to audit or validate the City's financial management and budget practices, nor was cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This study has accepted the City's budget as a legislatively adopted directive describing the most appropriate and reasonable level of City spending. Consultants accept the City Council's deliberative process and ultimate acceptance of the budget plan and further assert that through that legislative process, the City has yielded a reasonable expenditure plan, valid for use in setting cost-based fees.

Beyond data published by the City, original data sets were also developed to support the work of this study: primarily, estimated staff time at various levels of detail. To develop these data sets, consultants prepared questionnaires and conducted meetings and interviews with individual departments. In the fee establishment phase of the analysis, departmental staff provided estimates of average time spent providing a service or activity corresponding with an existing or new fee. Consultants and departmental management reviewed and questioned responses to ensure the best possible set of estimates. The final sets of labor time estimates used in this study are reflected throughout the cost of service analysis included in the appendices to this report.

Section 2 – CED Planning

The Planning Division serves the residents and businesses of the City of Concord by regulating the use of land based on the General Plan and the Zoning Regulations and Map, which contain the City's adopted policies and regulations.

Cost of Service Analysis

The following table categorizes the estimated total costs of the Planning Division's fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the "full" or "maximum" charge for fee related services.

Expenditure Type	Functional Activities / Cost Pools					Total
	Advanced Planning	Zoning Code Enforcement	Public Information / Counter	Current Planning Direct Fee Activity		
Labor	\$ 195,605	\$ 14,621	\$ 88,282	\$ 443,091	\$ 741,598	
Recurring Non-Labor	22,135	1,655	9,990	50,141	83,921	
Advanced Planning Contracted Services	150,000				150,000	
Department and Citywide Overhead	98,987	7,399	44,675	224,228	375,289	
Allocated Common Activities	116,867	8,735	52,745	264,733	443,081	
Division Total	\$ 583,594	\$ 32,409	\$ 195,692	\$ 982,193	\$ 1,793,889	
Eligible Cost Recovery from Fees for Service	0%	50%	50%	100%	61%	
Amount Eligible for Consideration in Billings/Fees	\$ -	\$ 16,205	\$ 97,846	\$ 982,193	\$ 1,096,244	
Division Totals:						
Amount Targeted for Recovery in Billings/Fees	\$ -	\$ 16,205	\$ 97,846	\$ 982,193	\$ 1,096,244	
Amount Requiring Another Funding Source	\$ 583,594	\$ 16,205	\$ 97,846	\$ -	\$ 697,645	
Cost per Direct Hour Recoverable from Fees for Service					\$ 171	
					<i>Reference: Direct Hours Only</i>	
					6,394	

The "Amount Targeted for Recovery in Billings/Fees" identifies all service areas that NBS supports as justifiable components of the fully-burdened hourly rate applied toward establishing user/regulatory fee recovery limits. The cost of service analysis and cost calculations at the individual fee level assume a fully-burdened hourly rate of \$171, with potential to recover approximately \$1.1 million in costs from fees for service.

The "Amount Requiring another Funding Source" identifies service areas that NBS recommends as best funded via alternate revenue sources other than user or regulatory fees. Significant analytical and policy decisions often revolve around inclusion of categorized activity costs in the fully-burdened hourly rate. The decision whether to include or exclude some or all of a particular cost category in user/regulatory fees for service is guided by basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

Cost category columns shown within the "Allocated or Direct Assignment of Cost to Functional Activities" section in the table above were created through information gathered in Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully-burdened hourly rate, summaries of the cost categories are provided as follows:

- Public Counter Duty / General Information – Activities associated with responding to phone calls and in support of active permits and the development review process in general. Typically, some portion of costs for provision of general public information and assistance are not linked for recovery from fees for planning applications. Planning staff estimates approximately 50% of these costs are supportive to land use and application submittal activities, while the remaining costs should be not be considered in the calculation of fees for services.
- Zoning Code Enforcement – Activities associated with enforcement of the current zoning code. Typically, some portion of costs for provision of zoning code enforcement and assistance are not linked for recovery from fees for planning applications. Planning staff estimates approximately 50% of these costs are supportive to zoning, land use and current planning application projects and activities, while the remaining costs should not be considered in the calculation of fees for services.
- Advance Planning Activity – Groups of tasks and activities devoted to the advance or long range planning efforts of the City, including the maintenance, update of the Citywide General Plan document and related studies. These costs are not recoverable in planning application fees for service, and require an alternate funding source, such as a General Plan Maintenance surcharge, discussed later in this report.
- Current Planning Direct Services: Work activities associated with an active current planning applications. 100% of these costs are recoverable in Planning user and regulatory fees for service.

The results of this Cost of Service Analysis conclude that the Planning Division is eligible to recover approximately 61% of the total annual cost of providing services from user/regulatory fees for service. Approximately 33% of costs may be considered for recovery as part of a General Plan Maintenance Surcharge (see Section 8). The remaining 6% of costs are not associated with fee-related activities and therefore require identification of alternate revenue sources.

Cost Recovery Evaluation

The Planning Division currently recovers approximately 46% of the eligible costs of providing fee related services and 40% of Advanced Planning activity

Department / Division	Estimated Annual Current Fee Revenue	Eligible Cost Recovery from User / Regulatory Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery Percentage
CED Planning	\$ 506,600	\$ 1,096,244	\$ (589,644)	46%
CED Planning - General Plan Surcharge	\$ 233,438	\$ 583,594	\$ (350,156)	40%

Appendix A.1 presents the results of the detailed cost recovery analysis for fee recoverable services. The “Cost of Service per Activity Column” shown in the appendix table establishes the legal maximum at which a fee could be charged for the corresponding service identified in the “Fee Description” list. NBS worked extensively with department staff to gather estimates of time required to perform each service identified in the Appendix. Time estimates were independently evaluated on separate occasions by staff members and also analyzed by NBS to determine whether the time estimates provided seemed reasonable when compared against the numerous fee studies NBS staff have performed.

When the Cost of Service per Activity is compared to the Department’s “Current Fee”, some fees will appear to under recover their costs, some will come close to 100% recovery, and some will appear to collect more than the their cost of providing services. This is a typical outcome of any Cost of Service Analysis.

It should be noted that the results of the Cost Recovery Evaluation shown in Appendix A.1 do not include the costs of City departments or divisions external to the Planning Division that may routinely or periodically review planning submittals.

Proposed Fees

It is common during the course of a user fee study for many fees for planning services to reflect a current subsidy level. The extent to the level of subsidy largely varies and is dependent on many factors; when the last cost analysis was performed, if the City has a current cost recovery policy in place to guide fee setting, the local economic environment, as well as the degree to which planning-related activities are viewed as generally beneficial to all taxpayers versus providing specific benefit to an individual or entity requiring planning services.

The consultant in charge of the analytical outcomes of this study has provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City departments – have considered appropriate cost recovery levels at or below that full cost. Section 1 of this report may be referenced for cost recovery evaluation guidelines.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City's staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council. The Master Fee Schedules may be referenced for recommended fee levels.

Section 3 – CED Engineering

The Engineering Division reviews infrastructure improvements for private developments, processes encroachment permits, as well as develops and implements the City’s Capital Improvement Program.

Cost of Service Analysis

The following table categorizes the estimated total costs of the Engineering Division’s fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the “full” or “maximum” charge for fee related services:

Cost Element	Allocated or Direct Assignment of Cost to Functional Activity				
	Direct Services Plan Check	Direct Services Inspection	Processing	Non-Fee	Total
Labor	\$ 98,657	\$ 298,059	\$ 66,437	\$ 371,745	\$ 834,898
Recurring Non-Labor	\$ 10,809	\$ 32,657	\$ 7,279	\$ 58,540	\$ 109,285
Allocated Common Activities	\$ 131,097	\$ 131,783	\$ 22,069	\$ 104,623	\$ 389,571
GF Engineering Citywide Overhead	\$ 51,330	\$ 155,077	\$ 34,567	\$ 163,873	\$ 404,848
Total - Labor, Non-Labor, and Overhead	\$ 291,893	\$ 617,575	\$ 130,352	\$ 698,780	\$ 1,738,601
Eligible Cost Recovery from Fees for Service	100%	100%	100%	0%	60%
Amount Eligible for Consideration in Billings/Fees	\$ 291,893	\$ 617,575	\$ 130,352	\$ -	\$ 1,039,821
Division Totals:					
Amount Targeted for Recovery in Billings/Fees	\$ 291,893	\$ 617,575	\$ 130,352	\$ -	\$ 1,039,821
Amount Requiring Another Funding Source	\$ -	\$ -	\$ -	\$ 698,780	\$ 698,780
Cost per Direct Hour Recoverable from Fees for Service	\$ 238	\$ 151	\$ 132		
Reference Direct Hours	1,225	4,085	986		

The “Amount Targeted for Recovery in Billings / Fees” area of the table identifies all service areas that NBS supports as justifiable components of the fully-burdened hourly rate applied toward establishing user/regulatory fee recovery limits. The cost of service analysis and cost calculations at the individual fee level assume a fully-burdened hourly rate of \$238 for Plan Check, \$151 for Inspection and \$132 for Processing, with potential to recover approximately \$1 million in costs from fees for service.

The “Amount Requiring another Funding Source” area identifies service areas that NBS recommends as best funded via alternate revenue sources than user or regulatory fees. Significant analytical and policy decisions often revolve around inclusion of categorized activity costs in the fully-burdened hourly rate. The decision whether to include or exclude some or all of a particular cost category in user/regulatory fees for service is guided by basic fee setting parameters offered by the California State Constitution and Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

Cost category columns shown within the “Allocated or Direct Assignment of Cost to Functional Activities” section in the table above were created through information gathered in Division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully-burdened hourly rate, summaries of the cost categories are provided as follows:

- Non-Fee related activity includes – Tasks related to managing and implementing City capital improvement projects and special City projects. 100% of the non-fee related engineering costs should be funded through revenues available or designated to complete each project, not from current development related fee revenue.

- Direct Plan Check, Inspection and Processing Services: Work activities associated with active current engineering applications and permits. 100% of these costs are recoverable in Engineering user and regulatory fees for service.

The results of this Cost of Service Analysis conclude that the Engineering Division is eligible to recover approximately 60% of the total annual cost of providing all services from user/regulatory fees for services that have been budgeted in the general fund. The remaining 40% of costs are not associated with fee-related activities and therefore require identification of alternate revenue sources.

Cost Recovery Evaluation

The Engineering Division currently recovers approximately 100% of the eligible costs of providing fee related services.

Department / Division	Estimated Annual Current Fee Revenue	Eligible Cost Recovery from User / Regulatory Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery Percentage
CED Engineering	1,044,000	1,039,821	4,179	100%

Appendix A.1 presents the results of the detailed cost recovery analysis for fee recoverable services. The Engineering Division fee services are displayed in the CED Cost of Service listing combined with Planning and Building. The “Cost of Service per Activity Column” shown in the appendix table establishes the legal maximum at which a fee could be charged for the corresponding service identified in the “Fee Description” list. NBS worked extensively with Department staff to gather estimates of time required to perform each service identified in the Appendix. Time estimates were independently evaluated on separate occasions by staff members and also analyzed by NBS to determine whether the time estimates provided seemed reasonable when compared against the numerous fee studies NBS staff have performed.

When the Cost of Service per Activity is compared to the Department’s “Current Fee”, some fees will appear to under recover their costs, some will come close to 100% recovery, and some will appear to collect more than their cost of providing services. This is a typical outcome of any Cost of Service Analysis.

Proposed Fees

Pricing services either equal to, or below the maximum full cost recovery amount established through a fee study will largely depend on the local economic environment, as well as the degree to which City engineering services are viewed as generally beneficial to all taxpayers versus providing specific benefit to an individual or entity requesting services. Section 1 of this report may be referenced for cost recovery evaluation guidelines.

The consultant in charge of the analytical outcomes of this study has provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City departments – have considered appropriate cost recovery levels at or below that full cost. Section 1 of this report may be referenced for cost recovery evaluation guidelines.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City’s staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council. The Master Fee Schedules may be referenced for recommended fee levels.

Section 4 –CED Building Fees

The Building Department’s primary purpose is to ensure that all construction related activity within the City adheres to state and local laws for building, electrical, mechanical and plumbing codes. The Building & Safety Division performs plan review services, issues permits and conducts field inspections of construction work for compliance with those codes, among others. The Division issues permits for construction or remodeling related to residential, multi-family and commercial construction. Building Inspections are conducted during construction activities for builders and consumers to ensure that the built environment meets these established health and safety standards.

The City currently calculates most building permit and plan check fees based on the most historically common approach to fee calculation. For most new construction, tenant improvement, addition, and remodel projects, a project valuation multiplier is utilized to establish a construction value estimate for a given building project. The established construction value is assessed a fee amount based on a sliding scale fee table, first established by the Uniform Building Code more than 50 years ago. Mechanical, Plumbing and Electrical permits are assessed a fee amount based on an itemized list of permits required, such as for a water heater, gas line, or electrical service upgrade.

The Division applied the fully-burdened hourly rate calculated by NBS for certain areas of the interim update process, mostly for the various New Construction, Mechanical, Plumbing, and Electrical and Other Specific permits. The following provides a summary of the hourly rate calculation for consideration.

The table below categorizes the Building Division’s costs across both fee related and non-fee related services, as well as the resulting fully-burdened hourly rate applicable toward establishing the “full” or “maximum” charge for fee related services.

Cost Element	Direct Services - Processing	Direct Services Plan Review	Direct Services Inspection	Building Code Enforcement	Public Information / Counter	Total
Labor	\$ 235,068	\$ 242,154	\$ 565,928	\$ 188,722	\$ 146,844	\$ 1,378,717
Recurring Non-Labor	\$ 30,325	\$ 31,240	\$ 73,009	\$ 24,346	\$ 18,944	\$ 177,864
Allocated Common Activities	\$ 26,230	\$ 27,020	\$ 63,148	\$ 21,058	\$ 16,385	\$ 153,842
1008600 Building Dept. and Citywide Overhead	\$ 123,992	\$ 127,730	\$ 298,513	\$ 99,546	\$ 77,457	\$ 727,238
1008710 MF Housing Inspection Dept. and Citywide Overhead	\$ 3,220	\$ 3,317	\$ 7,753	\$ 2,585	\$ 2,012	\$ 18,888
Total - Labor, Non-Labor, and Overhead	\$ 418,836	\$ 431,462	\$ 1,008,351	\$ 336,258	\$ 261,642	\$ 2,456,549
Eligible Cost Recovery from Fees for Service	100%	100%	100%	50%	50%	88%
Division Totals:						
Amount Targeted for Recovery in Billings/Fees	\$ 418,836	\$ 431,462	\$ 1,008,351	\$ 168,129	\$ 130,821	\$ 2,157,599
Amount Requiring Another Funding Source	\$ -	\$ -	\$ -	\$ 168,129	\$ 130,821	\$ 298,950
Cost per Direct Hour Recoverable from Fees for Service	\$ 85	\$ 139	\$ 122			
Reference Direct Hours	4,918	4,047	9,672			

The “Amount Targeted for Consideration in Billings/Fees” row of this table identifies all service areas that NBS supports as justifiable components of the fully-burdened hourly rate applied toward establishing user/regulatory fee recovery limits. The cost of service analysis and cost calculations at the individual fee level assumes a fully-burdened hourly rate of \$ 139 for Plan Review, \$122 for Inspection and \$85 for Processing, with a target to recover approximately \$2.1 million in costs from fees for service.

The “Amount Requiring another Funding Source” row of this table identifies service areas that NBS recommends as best funded via alternate revenue sources than fees for service. Significant analytical and policy decisions often revolve around inclusion of categorized activity costs in the fully-burdened hourly rate. The decision whether to include or exclude some or all of a particular cost category in user/regulatory fees for service is guided by basic fee setting parameters offered by the California State Constitution and

Statutes, which requires that any new fee levied or existing fee increased should not exceed the estimated amount required to provide the service for which the charge is levied.

Cost category nomenclature shown in the table above was adapted and summarized from division staff interviews. To assist the reader in understanding the underlying costs and assumptions used to calculate the fully-burdened hourly rate, summaries of the cost categories are provided as follows:

- **General Information / Public Counter** – Staff time devoted to responding to phone calls and public inquiries not specifically associated with an active permit. Typically, some portion of costs for provision of general public information and assistance are not linked for recovery from fees for building plan review and inspection. Building staff estimates approximately 50% is associated with plan submittal and project inspection activities, while the remaining costs should not be considered in the calculation of fees for services.
- **Building Code Enforcement** – Activities associated with enforcement of the building code. Typically, some portion of costs for provision of building code enforcement and assistance are not linked for recovery from fees for building permit services. Building staff estimates approximately 50% of these costs are supportive to building and current development activities, while the remaining costs should be not be considered in the calculation of fees for services.
- **Permit Processing, Plan Check, and Inspection Activities** - Work activities associated with active building permit applications. 100% of these costs are recoverable in user and regulatory fees for service.

The results of this Cost of Service Analysis conclude that the Building Department is eligible to recover approximately 88% of its annual costs of providing services from user/regulatory fees for service, while approximately 12% of its annual costs are not associated with fee-related activities and therefore require identification of alternate revenue sources.

Section 5 – Police Fees

The scope of this user and regulatory fee analysis for Police focused solely on various administrative processing fees, business regulatory permits fees, alarm permitting and vehicle release fee services.

Cost of Service Analysis

The majority of services provided by the Police Department are not recoverable in user/regulatory fees for service. For the Police Department, fees were calculated following fully-burdened labor rates that were derived for several specific categories of personnel. This was performed uniquely for this Department, in order to conform to the manner in which it examines and understands its own provision of services and activities. It is simply an alternate methodology that allowed the Department to better participate in the Fee Establishment phase of the analysis.

The table below illustrates the fully-burdened hourly rate for labor performed by personnel in the Police Department:

Expenditure Type	Direct Services & Activities-Non-Sworn	Direct Services & Activities-Sworn	Total
Labor Costs	\$ 4,231,497	\$ 27,196,079	\$ 31,427,576
Non-Labor Costs	666,783	780,528	1,447,311
Department and Citywide Overhead	1,320,697	7,543,181	8,863,878
Divisional Overhead	2,121,734	12,118,318	14,240,052
Department Total	\$ 8,340,711	\$ 47,638,106	\$ 55,978,817
<i>Fully Burdened Hourly Rate</i>	<i>\$ 122</i>	<i>\$ 202</i>	
<i>Rate Basis: Productive Hours</i>	<i>68,198</i>	<i>235,498</i>	

The cost of service analysis and cost calculations at the individual fee level assume a fully-burdened hourly rate as shown above, as applicable.

Cost Recovery Evaluation

The Police Department currently recovers approximately 125% of the eligible costs of providing fee related services.

Department / Division	Estimated Annual Current Fee Revenue	Eligible Cost Recovery from User / Regulatory Fee Revenue	Annual Cost Recovery Surplus / (Deficit)	Current Cost Recovery Percentage
Police	124,252	99,397	24,855	125%

At current demand for fee related services, the Police Department collects approximately \$124,252 per year in revenue. At the full cost recovery fee amount calculated by NBS for each fee for service, the same demand for services would generate approximately \$99,397.

Appendix A.3 presents the results of the detailed cost recovery analysis for the Police Department's fee recoverable services. The "Cost of Service per Activity Column" establishes the legal maximum at which a fee could be charged for the corresponding service identified in the "Fee Description" list. NBS worked

extensively with Department staff to gather estimates of time required to perform each service identified in the Appendix. Time estimates were independently evaluated on separate occasions by staff members and also analyzed by NBS to determine whether the time estimates provided seemed reasonable when compared against the numerous fee studies NBS staff have performed.

When the Cost of Service per Activity is compared to the Department's Current Fee, some fees will appear to under recover their costs, some will come close to 100% recovery, and some will appear to collect more than their cost of providing services. This is a typical outcome of any Cost of Service Analysis.

Proposed Fees

It is common for Police user and regulatory fees services to vary greatly depending if the City has performed a cost analysis recently or ever, as traditionally, some of these special regulatory business permits have not been structured with cost recovery in mind.

The consultant in charge of the analytical outcomes of this study has provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City departments – have considered appropriate cost recovery levels at or below that full cost. Section 1 of this report may be referenced for cost recovery evaluation guidelines. Pricing for these services will largely depend on the local economic environment, as well as the degree to which these fee related activities are viewed as generally beneficial to all taxpayers versus providing specific benefit to an individual or entity requesting services.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City's staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council. The Master Fee Schedules may be referenced for recommended fee levels.

At the recommended fee amounts proposed, the Police would collect approximately 100% of the maximum cost of service amount established through this Study, adjusting the estimated annual revenue collection from current levels by approximately (\$25,000).

Section 6 – Admin Fees

The Administrative Fee section of the City's Master Fee Schedule contains fees performed by Finance and Administrative Services.

Cost of Service Analysis

The cost analysis permed for the Administrative section of the fee schedule was performed at the unit fee level, as the City does not currently track the number of fee related services. The fee for service activity level is generally very low, as the primary role and responsibility for these two departments is to provide internal support services for other departments in the City and not fee related services. The following table summarizes the fee related services included in the study. The final results have been included in Appendices A.4, along with the recommended results. Below is a list of fees included in the Admin fee section included in the cost analysis.

ADMINISTRATIVE FEES	
1	Citywide Appeals (Non-CED):
1.1	Appeal requiring public notice (CMC 2-52)
1.2	Appeal where no public notice is required (CMC 2-53)
2	Copies of Public Records/Information
2.1	Per page (per case law)
2.2	Miscellaneous (includes micro film)
3	Electronic Data Request (CD/DVD Copy)
3.1	Copy of Existing Data File
3.2	Copy of Non-Existing Data File
4	Extract of document and certification (each page)
5	Certifying documents, Live Certificates (each document)
6	Subpoena Fee
6.1	Response to subpoena - Hourly
6.2	Response to subpoena - Records
6.3	Response to subpoena - Civil
BUSINESS, PROFESSIONS AND TRADES FEES	
7	Administrative Processing Fee for Business Licenses or Permits
7.1	Administrative processing fee issue of new license or permits
7.2	Administrative processing fee renewal of license or permits
7.3	Business License Exemption Audit Fee

Cost Recovery Evaluation

The Administrative section currently recovers on average approximately 61% of the eligible costs of providing fee related services.

Department / Division		Current Cost Recovery Percentage
Admin	[1]	61%
[1] Volume of activity data not available; average percent of recovery used for comparison purposes		

Appendix A.4 presents the results of the detailed cost recovery analysis for fee recoverable services. The “Cost of Service per Activity Column” shown in the appendix table establishes the legal maximum at which a fee could be charged for the corresponding service identified in the “Fee Description” list. NBS worked extensively with Department staff to gather estimates of time required to perform each service identified in the Appendix. Time estimates were independently evaluated on separate occasions by staff members and also analyzed by NBS to determine whether the time estimates provided seemed reasonable when compared against the numerous fee studies NBS staff have performed.

When the Cost of Service per Activity is compared to the Department’s “Current Fee”, some fees will appear to under recover their costs, some will come close to 100% recovery, and some will appear to collect more than their cost of providing services. This is a typical outcome of any Cost of Service Analysis.

Proposed Fees

Pricing services either equal to, or below the maximum full cost recovery amount established through a fee study will largely depend on the local economic environment, as well as the degree to which City engineering services are viewed as generally beneficial to all taxpayers versus providing specific benefit to an individual or entity requesting services. Section 1 of this report may be referenced for cost recovery evaluation guidelines.

The consultant in charge of the analytical outcomes of this study has provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City departments – have considered appropriate cost recovery levels at or below that full cost. Section 1 of this report may be referenced for cost recovery evaluation guidelines.

The initial outcomes of this Study will be presented to City Council in a Study Session for their review and comment. At the time actual fee amounts are proposed for adoption, the City’s staff report will include a Master Fee Schedule document, which incorporates recommendations contained within this report as well as the review and input provided by City Council. The Master Fee Schedules may be referenced for recommended fee levels.

Section 7 – Parks and Recreation Fees

Recreation fee services included in this study are provided by personnel in the Parks and Recreation Department. The Department offers a wide variety of recreation services and programs serving Concord City's youth, seniors and adults. Specific current program and class offerings can be found in the City's periodic activities guide. Unlike other areas of the study, this Department's analysis has been conducted at the program level (as opposed to the individual fee level) and includes a cost recovery evaluation of the following programs:

PARKS AND RECREATION SERVICES	
CAMP CONCORD	
	Camp Concord - Direct Program Support (100-4200)
RECREATION SERVICES	
	Facilities Operations and Programs (1000-4210)
	Willow Pass (4211)
	Centre Concord (4212)
	Aquatics (4213)
	Rec Classes (4214)
	Teen (4215)
	Youth (4216)
	Preschool (4217)
SPORTS AND EVENTS	
	Sports and Events (100-4220)
SENIOR AND SPECIAL RECREATION PROGRAMS	
	Senior and Special Recreation Programs (100-4240)
DIABLO CREEK GOLF COURSE	
	Diablo Creek Golf Course (Fund 700)

The expenses of administering, operating, and maintaining the City's parks and recreation programs and facilities are primarily funded by resources from the General Fund. However, fees collected from various Recreation programs, including classes, contracts, and specific uses of public spaces can represent a significant source of funding to help cover costs and sustain – if not improve – the level of service provided by the City.

Impacts of Proposition 26 on Recreation Fee Analysis

NBS has changed its approach to Recreation Fee analysis since Proposition 26 passed. Based on the *League of California Cities Implementation Guide, April 2011*, (LCC IG) and subsequent interpretations written by City Attorney Michael Colantuono in December 2011, NBS now performs a high level cost analysis by program area to assist local communities develop a cost recovery policy, rather than an analysis at the individual fee level. Additionally, NBS provides the following guidance to for cities related to Recreation Fees.

The LCC IG guidance identifies language that a charge for a lesson, class, program and other participation is not “imposed” within the meaning of Proposition 26 if:

- a) Participants have meaningful private market options, and
- b) Participation is meaningfully voluntary.

The LCC IG further identifies guidelines for “Fees for Services that are not imposed” not only on the nature of the service, but also on such factors as:

- a) Whether the charge is in connection with a service the provision of which is a statutory purpose of the local agency;
- b) Whether the charge is in connection with a service for which the local agency is the exclusive provider within its service territory or otherwise exercises a monopoly pricing power;
- c) Whether the charge is in connection with a service, product, or opportunity the local government provides in competition with others, particularly private enterprise; or
- d) Whether the charge is established by arm’s length voluntary contract negotiations.

Where a private market co-exists with the provision of the same services by local government, it is arguable that charges for the services provided by local government are not “imposed”. Although these charges may be established by the local governing body, the services are not provided pursuant to a statutory obligation. In these circumstances, if they are provided in competition with the same or similar services provided by others, and if the recipients of the service have a choice to receive the service or not, then the rate-payers are protected from the excessive rates by market forces, or their own power to meet their needs in other ways.

While we have included in the scope of service, a fee survey of comparable jurisdictions, per Prop 26, NBS has added an additional component. We also recommend that a local government document the market options available to consumers. We include this information in the final report, demonstrating that participation in the government’s program is meaningfully voluntary and that a private market co-exists, to support the determination that charges for recreational, cultural and educational programs are not subject to Proposition 26.

It is important for NBS to determine if there are any programs that the City offers that do not meet this criteria of having “meaningful private market options”. If participation is not meaningfully voluntary, then these programs or services will be included in the cost analysis per Proposition 26. NBS confirmed that the City does not currently have any programs that either do not have “meaningful private options”, or are indeed “imposed”. An example of an “imposed” fee would be for a class requiring participation to obtain a “taxi permit” or the like. This type of fee would need to be included in the cost analysis.

Cost of Service Analysis

NBS evaluated each Recreation program’s annual cost recovery level by matching the most recent fiscal year of revenues collected, to the total program costs established through this study. The table below summarizes results of that analysis:

CITY OF CONCORD
 PARKS AND RECREATION
 Cost Estimation for Providing Fee Related Activities and Services

Fee Activity		Cost Recovery Analysis				
Description		Cost of Service Activity	Current Fee Revenue	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
PARKS AND RECREATION SERVICES		\$ 7,354,089	\$ 4,117,223	56%	\$ 4,117,223	56%
CAMP CONCORD		\$ 961,361 [3]	\$ 261,820	27%	\$ 261,820	27%
Camp Concord - Direct Program Support (100-4200)						
RECREATION SERVICES		\$ 3,062,533 [3]	\$ 1,764,498	58%	\$ 1,764,498	58%
Facilities Operations and Programs (1000-4210)		\$ -	\$ 236,641			
Willow Pass (4211)	[2]	\$ 461,314	\$ 91,000	20%	\$ 91,000	20%
Centre Concord (4212)	[2]	\$ 784,316	\$ 280,000	36%	\$ 280,000	36%
Aquatics (4213)	[2]	\$ 824,004				
Rec Classes (4214)	[2]	\$ 453,593				
Teen (4215)	[2]	\$ 84,912	\$ 40,000	62%	\$ 40,000	62%
Youth (4216)	[2]	\$ 139,634	\$ 100,000	91%	\$ 100,000	91%
Preschool (4217)	[2]	\$ 314,760	\$ 385,000	155%	\$ 385,000	155%
SPORTS AND EVENTS		\$ 599,406 [3]	\$ 395,100	66%	\$ 395,100	66%
Sports and Events (100-4220)						
SENIOR AND SPECIAL RECREATION PROGRAMS		\$ 1,348,621 [3]	\$ 260,200	19%	\$ 260,200	19%
Senior and Special Recreation Programs (100-4240)						
DIABLO CREEK GOLF COURSE		\$ 1,382,169 [3]	\$ 1,435,605	104%	\$ 1,435,605	104%
Diablo Creek Golf Course (Fund 700)						
TOTAL PARKS AND RECREATION SERVICES						
Notes						
[2] Sourced from FY 14/15 Budget Expenses						

Section 1, Methods of Analysis, provides further definition and discussion of the elements of the total program cost calculation for each Department.

Cost Recovery Evaluation

NBS evaluated each Recreation program’s estimated annual cost recovery level by matching the most recent fiscal year of revenues collected, to the total program costs established through this study. Overall, Recreation programs recover approximately 56% of the citywide costs of providing services. The following table summarizes results of that analysis:

Fee Activity		Cost Recovery Analysis		
Description		Cost of Service Activity	Current Fee Revenue	Existing Cost Recovery Percentage
PARKS AND RECREATION SERVICES		\$ 7,354,089	\$ 4,117,223	56%

Due to the unique nature of Recreation services, the study performed by NBS provides an annual cost and revenue analysis at the program level. This provides City staff and City Council with current cost recovery data and allows the City to establish a cost recovery policy per program.

In the table above (Cost of Services Analysis section), existing revenue for each area of service is shown next to the “Total Program Costs”. In most cases, the results of this analysis will show that current revenue amounts recover less than the cost of service calculated by NBS.

Fee Establishment

In considering cost recovery targets and recommended fees, the Department provided recommendations to be set at the current recovery rate across its fee categories. NBS also notes that under Proposition 26, the fees for use of government property are not subject to the cost of service limitations of other user and regulatory fee activities. In all cases, the Department sought to sustain current fee levels.

NBS provided the full cost of service information and the framework for considering fees, while those closest to the fee-paying population – the City departments/divisions – considered appropriate cost recovery levels at or below that full cost amount for Recreation and Community Service fees, or at market rates for facility rentals, pre-school program and golf fees.

Section 8 – General Plan Maintenance Surcharge

It is common for jurisdictions in California to employ “surcharges” on top of their fees for service to fund certain types of operational support costs. Common surcharges charged by California public agencies on top of development permits include those for update and maintenance of the general plan documents. Surcharges are generally assessed as a percentage of fees or some other metric such as project construction value.

General Plan Maintenance and Update Surcharge

The City of Concord updates its General Plan on a routine basis. This Plan helps to guide the growth of the community in a consistent manner. Government Code 66014 (b) allows local agencies to, “...include the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and determinations”. This section of the Government Code supports the development of a fee to recover a reasonable share of costs associated with the update and maintenance of the General Plan.

Most cities perform a comprehensive update of their General Plan on a five to ten year cycle. As shown in the table below, on a 10 year update cycle, the Community Development Department would need to accrue approximately \$583,594 per year in costs, for the purpose of updating and maintaining their Plan. Details of assumptions behind this annual cost figure were provided by City staff, and are presented in the table below. The City is currently recovering 40% of the costs at the current rate of 0.25% of permit valuation.

Cost Category	Total Annualized Cost	100% Recovery	75% Recovery	50% Recovery	Current Fee - 40% Recovery
Contracted Services (\$1,500,000 over 10 years)	\$ 150,000	\$ 150,000	\$ 112,500	\$ 75,000	\$ 60,000
Staff Time (Average Per Year)	\$ 433,594	\$ 433,594	\$ 325,195	\$ 216,797	\$ 173,438
Total	\$ 583,594	\$ 583,594	\$ 437,695	\$ 291,797	\$ 233,438
Building Valuation of New Construction or Additions (FY 09/10)		\$94,369,169	\$ 94,369,169	\$ 94,369,169	\$ 94,369,169
General Plan Maintenance Surcharge		0.62%	0.46%	0.31%	0.25%

To implement a surcharge for recovery of general plan maintenance and update costs, the Department and Council could agree upon a desired cost recovery target for this program, to be captured on top of Building permit fees related to new construction and additions projects. The following are a couple of policy options typically seen in other jurisdictions:

- **Policy Option 1:** Recover 100% of the annual costs via building permit fee surcharge.
- **Policy Option 2:** Recover less than 100% of the annual costs via building permit fee surcharge.

The remaining unfunded amount would be subsidized by other City revenue sources such as the general fund for the general community benefit received from the plan, as well as for the use of the Plan by other departments.

The following table presents four options for surcharge amounts based on 100%, as well as stages of less than 100% recovery of General Plan costs on top of building permit fees. The City recommends a 50% recovery target for a fee of 0.31% of permit valuation.

In adopting a General Plan maintenance and update surcharge, each jurisdiction’s policy makers must decide to what degree new development impacts the revision and maintenance efforts to their Plan. For jurisdictions with large amounts of undeveloped land available, the impact is typically considered higher

than for jurisdictions that are closer to “build-out” of available land resources. All funds collected from a surcharge should be designated to a separate fund for their intended use.

Section 9 – Conclusion

Based on the Cost of Service Analysis, Cost Recovery Evaluation, and Fee Establishment phases of analysis in this study, the proposed master schedule of fees formatted for implementation has been prepared and included in the City's accompanying staff report (*prepared at the time that fees are taken to the City Council, based on fee recommendations*).

As discussed throughout this report, the proposed fee schedule includes fee increases intended to greatly improve the City's recovery of costs incurred to provide individual services, as well as to adjust fees downward where fees charge exceed the average costs incurred.

Predicting the amount to which any adopted fee increases will affect Department revenues is difficult to quantify. For the near-term, the City should not count on increased revenues to meet any specific expenditure plan. Experience with these fee increases should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the City, proposed fee amendments should – over time – enhance the City's revenue capabilities, providing it the ability to stretch other resources further for the benefit of the public at large.

The City's Master Fee Schedule should become a living document but handled with care:

- A fundamental purpose of the fee schedule is to provide clarity and transparency to the public and to staff regarding fees imposed by the City. Once adopted by the Council, the fee schedule is the final word on the amount and manner in which fees should be imposed by the departments. Old fee schedules should be superseded by the new master document. If the master document is found to be missing fees, those fees need eventually to be added to the master schedule and should not continue to exist outside the consolidated, master framework.
- The City should consider adjusting these user fees and regulatory fees on an annual basis to keep pace at least with cost inflation. For all fees and charges, the City could use either a Consumer Price Index adjustment or a percentage of Labor Cost increase, and that practice would be well applied to the new fee schedule. Conducting a comprehensive user fee study is not an annual requirement; it becomes worthwhile only over time as significant shifts in organization, local practices, legislative values, or legal requirements change. In NBS' experience, a comprehensive analysis such as this should be performed every three to five years. It should be noted that when an automatic adjustment is applied annually, the City is free to use its discretion in applying the adjustment; not all fees need to be adjusted, especially when there are good policy reasons for an alternate course. Those fees governed by Prop 218, the full cost of service is the City's only limit in setting its fees. Conversely, fees governed by Prop 26, the market will dictate the fee level.

As a final note in this study, it is worth acknowledging the path that fees in general have taken in California. The public demands ever more precise and equitable accounting of the basis for governmental fees and a greater say in when and how they are imposed. It is inevitable in the not too distant future that user fees and regulatory fees will demand an even greater level of analysis and supporting data to meet the public's evolving expectations. Technology systems will play an increased and significant role in an agency's ability to accomplish this. Continuous improvement and refinement of time tracking abilities will greatly enhance the City's ability to set fees for service and identify unfunded activities in years to come.

In preparing this report and the opinions and recommendations included herein, NBS has relied on a number of principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including the City's budgets, time estimate data, and workload information from City staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions.

While we believe NBS' use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by NBS or provided to NBS by others.

APPENDIX A – COST OF SERVICE ANALYSIS

APPENDIX A.1 - CED – Planning, Engineering and Building

APPENDIX A.1 - CED – Engineering (included in A.1)

APPENDIX A.2 - CED –Building

APPENDIX A.3 - Police

APPENDIX A.4 - Administrative Fees

APPENDIX A.5 - Parks and Recreation

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
<i>Hourly Rates</i>											
			\$ 171	\$ 132	\$ 238	\$ 151	\$ 139			\$ 122	
1	Administrative Permit (does not include design review)										
1.1	New Use	Fixed Fee	2.00		1.00			\$ 343	\$ 238	\$ -	\$ 581
1.2	Change of Use/Tenant	Fixed Fee	1.00		1.00			\$ 171	\$ 238	\$ -	\$ 410
1.3	Temporary Use	Fixed Fee	2.00		1.00			\$ 343	\$ 238	\$ -	\$ 581
1.4	Home Based Business	Fixed Fee	0.25					\$ 43	\$ -	\$ -	\$ 43
1.5	Minor Exception	Fixed Fee	2.00		1.00			\$ 343	\$ 238	\$ -	\$ 581
1.6	Secondary Living Unit	Fixed Fee	3.00		2.00			\$ 514	\$ 476	\$ -	\$ 991
1.7	Sidewalk Café Pre-Application Review (also requires Encroachment Permit - see section 17)	Fixed Fee	1.00		1.00			\$ 171	\$ 238	\$ -	\$ 410
1.8	Business License (Planning Review)	Fixed Fee	0.25					\$ 43	\$ -	\$ -	\$ 43
1.9	Vendor Permit	Fixed Fee	2.00		1.00			\$ 343	\$ 238	\$ -	\$ 581
1.10	Seasonal Outdoor Sales	Fixed Fee	1.00					\$ 171	\$ -	\$ -	\$ 171
1.11	Seasonal Outdoor Sales - Refundable Security Deposit	Security Deposit									
2	Animal Permit	Actual Hours	2.00					\$ 343	\$ -	\$ -	\$ 343
3	Annexation										
3.1	Planning Review	Actual Hours	120.00					\$ 20,575	\$ -	\$ -	\$ 20,575
3.2	Engineering Review:										
3.2.1	Area of 2.5 acres or less	Fixed Fee			12.00			\$ 2,858			\$ 2,858
3.2.2	Area larger than 2.5 acres, but not larger than 25 acres	Fixed Fee			17.00			\$ 4,049			\$ 4,049
3.2.3	Area larger than 25 acres	Fixed Fee			23.00			\$ 5,478			\$ 5,478
3.3	Out of area sewer service application (LAFCO application processing)	Fixed Fee			10.00			\$ 2,382			\$ 2,382
4	Appeal										
4.1	Of Staff Interpretation (+ Public Notification D.35)	Fixed Fee	3.00					\$ 514	\$ -	\$ -	\$ 514
4.2	To Planning Commission (+ Public Notification D.35)	Fixed Fee	8.00					\$ 1,372	\$ -	\$ -	\$ 1,372
4.3	To City Council (+ Public Notification D.35)	Fixed Fee	12.00					\$ 2,058	\$ -	\$ -	\$ 2,058
5	Application Acceptability Review	Fixed Fee	1.00		1.00			\$ 171	\$ 238	\$ -	\$ 410
6	Building Move/Relocation Application NOTE: Encroachment and/or Building permits may be required.	Actual Hours	4.00		1.00			\$ 686	\$ 238	\$ -	\$ 924
7	Building Permit, Plan Review & Inspection										
7.1	Administrative Fee (per each application)	Fixed Fee									See Building Cost Analysis
7.2	Plan Review - Building Code Compliance Component NOTE: Includes required plan review for all construction codes adopted by the City. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate.										
7.2.1	Express Review / Expedited Plan Review (Using Outside Consultants)	Actual Hours or Cost + Admin Fee									
7.2.2	Valuation-based Plan Review	Valuation-Based									See Building Cost Analysis
7.2.3	Valuation-based Plan Review - Plumbing/Electrical/Mechanical (PEM) only	Valuation-Based									See Building Cost Analysis
7.3	Additional Plan Review - Planning & Engineering NOTE: Includes required plan review for all construction codes adopted by the City. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate.										
7.3.1	Initial Application Review	Fixed Fee	1.00	1.00				\$ 171	\$ 132		\$ 304
7.3.2	Plot Plan (Final Grading and Drainage Improvements)										

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Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
7.3.3	Review (single lot, part of subdivision)		1.00		1.00			\$ 171	\$ 238		\$ 410
7.4	Other Plan Review as Required	[9]	1.00		1.00			\$ 171	\$ 238		\$ 410
	Building Permit Inspection Fees										
	NOTE: Includes required inspections for all construction codes adopted by the City.										
7.4.1	Valuation-based Inspection Fees										See Building Cost Analysis
7.4.2	Valuation-based Inspection - Plumbing/Electrical/Mechanical (PEM) only										See Building Cost Analysis
7.4.3	Additional Inspections	[9]					1.00			\$ 122	\$ 122
7.5	Plot Plan (Final Grading and Drainage Improvements) Inspection (single lot, part of a subdivision)	[9]				1.00		\$ -	\$ 151		\$ 151
7.6	Building Permit Stormwater Pollution Prevention Compliance (Please refer to [Section 39] for related fees.)										
7.6.1	Coordination (per 1/2 hour, 1/2 hour minimum)	[9]			0.50			\$ -	\$ 119		\$ 119
7.6.2	Additional time above minimum (per hour)	[9]			1.00			\$ -	\$ 238		\$ 238
7.6.3	C.3 service fee for permits increasing impervious surface	[3]									
8	Child Care Program (CMC 78-63) * (Placeholder for MFS; not included in cost analysis)										
8.1	Non-restricted project fee due upon issuance of Certificate of Occupancy (% of value)	[3]									
8.2	Residential Projects	[3]									
9	Condition Compliance and Mitigation Monitoring										
9.1	Minor (Admin with no DRB)		2.00		2.00		1.00	\$ 343	\$ 476	\$ 139	\$ 958
9.2	Major (with DRB)	[9]	20.00		30.00		1.00	\$ 3,429	\$ 7,146	\$ 139	\$ 10,714
9.3	Stormwater Facility Certification	[2,9]			4.00	2.00	1.00	\$ -	\$ 1,255	\$ 139	\$ 1,394
9.4	Specialized Condition Compliance - conducted by consultant	[2,10]						actual cost	actual cost	actual cost	actual cost
10	Design and Site Review										
10.1	Design and Site Review										
10.1.1	Minor (Admin with no DRB)	[9]	8.00		4.00		2.00	\$ 1,372	\$ 953	\$ 278	\$ 2,602
10.1.2	Major (with DRB)	[9]	40.00		20.00		4.00	\$ 6,858	\$ 4,764	\$ 556	\$ 12,178
10.2	Sign Design Review		3.00				0.50	\$ 514	\$ -	\$ 70	\$ 584
10.3	Design and Site Review Extension		3.00					\$ 514	\$ -	\$ -	\$ 514
10.4	Sign - Administrative Design Review										
	Staff extension		1.00					\$ 171	\$ -	\$ -	\$ 171
	Board approval extension		2.00					\$ 343	\$ -	\$ -	\$ 343
11	Development Agreement										
	Development Agreement	[9]	40.00		10.00			\$ 6,858	\$ 2,382	\$ -	\$ 9,240
12	Development Project Mitigation Fee for Fire Station No. 22										
12.1	Mitigation fee	[3]									
12.2	Plus Administrative fee	[3]									
13	Documents, Maps, Imaging and Technology										
13.1	Documents	[10]									
13.1.1	Per page (per case law)	[14]									

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Input cells in blue font; formula based cells in black font

Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
13.2	Maps	[10] Cost + Admin Fee									
13.3	Other	[10] Cost + Admin Fee									
13.4	Technology Fee - Percent of Permit Fee	[1] Fixed Fee								See Building Cost Analysis	7% of Fee
	Document Imaging Fee (per sheet)										
13.4.1	≤ 11 x 17 - Per Sheet	[1] Fixed Fee								See Building Cost Analysis	\$ 1.70
13.4.2	> 11 x 17 - Per Sheet	[1] Fixed Fee								See Building Cost Analysis	\$ 3.90
13.5	Hearing Tape Copy (per tape)	[10] Cost + Admin Fee									
13.6	Public Hearing Poster (each)	[10] Cost + Admin Fee									
13.7	Copies of Public Documents	[10] Cost + Admin Fee									
13.7.1	Photo copy, page size not to exceed 11"x17"	[10] Cost + Admin Fee									
13.7.2	Prints from microfilm	[10] Cost + Admin Fee									
13.7.3	Prints copy, page size exceeding 11"x17"	[10] Cost + Admin Fee									
13.8	Special service microfilm research request										
13.8.1	Per hour (1/2-half hour minimum)	[9] Actual Hours					1.00				\$ 94
13.8.2	Print from Microfilm (Per Sheet)	[14] Fixed Fee									
14	Drainage Area Fee -- City (Placeholder for MFS; not included in cost	[3]									
	Area 5 (per acre)										
	Area 7 (per acre)										
	Area 23/24 (per acre)										
	Area 50 (per acre)										
	Area 90 (per acre)										
	Area 92 (per acre)										
15	Drainage Area Fee -- County	[3]									
	Area 128 (per square foot)										
	Area 22 (per square foot)										
	Area 33B (per square foot)										
	Area 33C (per square foot)										
	Area 48B (per square foot)										
16	Encroachment Permit (CMC 90-234)										
	* Exceptions: Fee will not be required of any utility or public agency for utility or public agency for their work done in conjunction with a City construction project										
16.1	Encroachment Permit Issuance and Processing										
16.1.1	Application Processing			1.00				\$ -	\$ 132	\$ -	\$ 132
16.1.2	Filing fee exclusive of processing and inspection fees			0.50				\$ -	\$ 66	\$ -	\$ 66
16.2	Encroachment Permit Plan Review, Inspection Fees and Security Deposits										
	* Note: All plan review fees include one initial submission and two revisions. Any additional plan review required will be charged at an hourly rate, and will require an adequate deposit to a trust account prior to commencement. The permit fee includes inspections made during the specified timeline only.										

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity	
No.	Description
16.3	Curb / gutter / sidewalk, not in addition to major construction. (30 days from date of permit issuance to complete)
16.3.1	Plan Review (if Required)
16.3.2	Inspection fee up to 400 square feet
16.3.3	Each add'l 200 sq ft or fraction thereof
16.3.4	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.
16.4	Driveway (30 days from date of permit issuance to complete)
16.4.1	Plan Review (if required)
16.4.2	Inspection:
16.4.2.1	Residential
16.4.2.2	Commercial
16.4.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.
16.5	Building Move (90 days from date of permit issuance to complete) *Note: encroachment permit only; other fees may apply
16.5.1	Plan Review (if required)
16.5.2	Inspection:
16.5.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.
16.6	Right-of-way - Obstruction (street/parking space) (90 days from date of permit issuance to complete) private property to accommodate the proposed use. If a permit is granted, such
16.6.1	Plan Review (if required)
16.6.2	Inspection:
16.6.2.1	Parking space obstruction (per calendar day)
16.6.2.2	Dumpster/Drop Storage (if approved)
16.6.2.3	Restoration Security Deposit not required
16.7	Street excavation (steel plates, trenching) (One week from date of permit issuance to complete)
16.7.1	Plan Review (if required)
16.7.2	Inspection:
16.7.2.1	up to 200 sq ft
16.7.2.2	each additional 50 sq ft.
16.7.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.
16.8	Traffic Control (90 days from date of permit issuance to complete)
16.8.1	Plan Review (if required)
16.8.2	Inspection:
16.8.2.1	Mobile (temporary set up) - per day
16.8.2.2	Fixed (long-term) - per week

Fee Basis	Planning Time Estimates	Engineering Time Estimates				Building Time Estimates	CED Cost Analysis				
		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)		Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
[9] Actual Hours				2.00			\$ -	\$ 476	\$ -	\$ 476	
Fixed Fee					2.00		\$ -	\$ 302	\$ -	\$ 302	
Fixed Fee (Increment)				0.50			\$ -	\$ 76	\$ -	\$ 76	
[3,8] Security Deposit											
[9] Actual Hours				2.00			\$ -	\$ 476	\$ -	\$ 476	
Fixed Fee					2.00		\$ -	\$ 302	\$ -	\$ 302	
Fixed Fee					4.00		\$ -	\$ 605	\$ -	\$ 605	
[3,8] Security Deposit											
[9] Actual Hours				4.00			\$ -	\$ 953	\$ -	\$ 953	
Fixed Fee					8.00		\$ -	\$ 1,210	\$ -	\$ 1,210	
[3,8] Security Deposit											
[9] Actual Hours				2.00			\$ -	\$ 476	\$ -	\$ 476	
Per Day					0.50		\$ -	\$ 76	\$ -	\$ 76	
Per Week					1.00		\$ -	\$ 151	\$ -	\$ 151	
[9] Actual Hours				1.00			\$ -	\$ 238	\$ -	\$ 238	
Fixed Fee					2.00		\$ -	\$ 302	\$ -	\$ 302	
Fixed Fee (Increment)					1.00		\$ -	\$ 151	\$ -	\$ 151	
[3,8] Security Deposit											
[9] Actual Hours				1.00			\$ -	\$ 238	\$ -	\$ 238	
Per Day					1.00		\$ -	\$ 151	\$ -	\$ 151	
Per Week					3.00		\$ -	\$ 454	\$ -	\$ 454	

City of Concord
 COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
16.8.2.3	Traffic Signal Adjustment - (per day, per intersection)					1.50		\$ -	\$ 227	\$ -	\$ 227
16.8.3	Restoration Security Deposit not required										
16.9	Sewer lateral in street right-of-way or easement (per lateral) (90 days from date of permit issuance to complete)										
16.9.1	Plan Review (if required)	[9]		1.00				\$ -	\$ 238	\$ -	\$ 238
16.9.2	Inspections					4.00		\$ -	\$ 605	\$ -	\$ 605
16.9.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.	[3.8]									
16.10	Sidewalk café (90 days from date of permit issuance to complete) NOTE: also requires encroachment agreement										
16.10.1	Plan Review (if required)	[9]		1.00				\$ -	\$ 238	\$ -	\$ 238
16.10.2	Inspections					3.00		\$ -	\$ 454	\$ -	\$ 454
16.10.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.	[3.8]									
16.11	Other Inspection Charges										
16.11.1	Reinspection, for reasons such as failure to schedule an inspection, work not ready for a requested inspection, and failed or improper work done without an inspection which must be redone (one hour minimum)	[9]				1.00		\$ -	\$ 151	\$ -	\$ 151
16.11.2	Special inspection requests, other than regular business hours (2 hour minimum charge)	[9]				2.00		\$ -	\$ 302	\$ -	\$ 302
16.11.3	Specialty inspection										
16.11.3.1	a. Materials sampling, compaction testing and special materials testing	[10]									
16.11.3.2	b. Sewer air Test and Televising (per call out)	[10]									
17	Environmental Review										
17.1	Staff prepared environmental analysis	[2,9]		6.00				\$ -	\$ 1,429	\$ -	\$ 1,429
17.2	Consultant prepared environmental analysis	[12,0]	80.00					\$ 13,717	\$ -	\$ -	\$ 13,717
17.3	Peer review by consultant	[2,10]	4.00					\$ 686	\$ -	\$ -	\$ 686
17.4	Staff review of consultant-prepared analysis/review	[2]	5.00					\$ 857	\$ -	\$ -	\$ 857
17.5	Agency Filing Fees	[2,9]						various			
17.6	Document Processing	[2]	1.50					\$ 257	\$ -	\$ -	\$ 257
18	Flood Zone/FEMA/Drainage										
	NOTE: Includes one review and one revision										
18.1	Flood Zone Verification Certificate			1.00				\$ -	\$ 132	\$ -	\$ 132
18.2	Flood Zone Verification Certificate (requiring additional analysis due to location of structure relative to floodplain)		2.00	2.00				\$ -	\$ 741	\$ -	\$ 741
18.3	Flood Elevation Certificate		2.00	4.00				\$ -	\$ 1,217	\$ -	\$ 1,217
18.4											
18.5	Flood Zone Construction Permit			1.00	2.00			\$ -	\$ 609	\$ -	\$ 609
18.6	FEMA application review for LOMA's, CLOMA's, LOMR's, CLOMR's, etc			4.00	6.00			\$ -	\$ 1,958	\$ -	\$ 1,958
18.7	Drainage investigations (per hour)	[9]				1.00		\$ -	\$ 151	\$ -	\$ 151

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity	
No.	Description
19 General/Specific Plans	
19.1	Plan Amendment
19.2	General Plan/Zoning Ordinance Reimbursement Fee (.0025 x Building Permit Valuation)
20 Grading and Erosion Control Permit	
Note: No permit required for grading in an area < 50 cubic yards and not hillside. For more detail and additional exemptions see CMC 16.10.030 (b) and (c).	
20.1 Grading Permit Processing, Administration & Other Fees	
20.1.1	Application Processing
20.1.2	Filing fee exclusive of processing and inspection fees
20.1.3	Pad certification
20.1.4	Stockpile and erosion control monitoring (per calendar day)
20.1.5	Wet Season Work Authorization (October 15 - April 15) - Per Week
Note: Must obtain approval from inspector prior to commencing grading work during wet weather.	
20.1.6 Refundable Security Deposit for Grading Permits:	
20.1.6.1	Erosion Control Deposit - 100% cost of grading, removal of associated nuisances/hazards, may include installation of erosion & sediment control measures.
20.1.6.2	See Recycling Program fees and Performance Security Deposit for information on additional construction & demolition security deposit requirements (Section 36).
20.2 Grading Plan Review	
Note: All plan review fees include one initial submission and two revisions. Any additional plan review required will be charged at an hourly rate, and will require an adequate deposit to a trust account prior to commencement.	
Standard Grading Plan Review Fees:	
20.2.1	Single lot in (a non-hillside) location up to 100 cubic yards
20.2.2	Single lot in (a hillside) location up to 100 cubic yards
20.2.3	101-1,000 cubic yards, for the first 100 cubic yards
20.2.4	Plus for each additional 100 cubic yards or fraction thereof
20.2.5	1,001-10,000 cubic yards, for the first 1,000 cubic yards
20.2.6	Plus for each additional 1,000 cubic yards or fraction thereof
20.2.7	10,001-100,000 cubic yards, for the first 10,000 cubic yards
20.2.8	Plus for each additional 1,000 cubic yards or fraction thereof
20.2.9	Over 100,000 cubic yards, for first 100,000 cubic yards
20.2.10	Plus each additional 10,000 cu yds
20.2.11	Additional plan review beyond two revisions (see note)
Special Grading Plan Review Fees:	
20.3	New Pool - Plan Review
20.3.1.1	< 100 cubic yards
20.3.1.2	100 -200 cubic yards
20.4	Additional document review, including SWPPP's and Soils report
20.4.1	Geotechnical
20.4.2	SWPPP
20.4.3	<i>Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Plans)</i>

Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)		Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity
[9]	Actual Hours	80.00		4.00		\$ 13,717	\$ 953		\$ 14,670
[6]	Fixed Fee								\$ -
[2]	Fixed Fee		1.00			\$ -	\$ 132	\$ -	\$ 132
	Fixed Fee		0.50			\$ -	\$ 66	\$ -	\$ 66
	Fixed Fee			1.00		\$ -	\$ 238	\$ -	\$ 238
	Per Day				0.25	\$ -	\$ 38	\$ -	\$ 38
	Per week				0.50	\$ -	\$ 76	\$ -	\$ 76
[8]	Security Deposit								
[2]	Fixed Fee			1.50		\$ -	\$ 357	\$ -	\$ 357
	Fixed Fee			2.00		\$ -	\$ 476	\$ -	\$ 476
	Fixed Fee			2.00		\$ -	\$ 476	\$ -	\$ 476
	Fixed Fee (Incremental)			0.50		\$ -	\$ 119	\$ -	\$ 119
	Fixed Fee			6.50		\$ -	\$ 1,548	\$ -	\$ 1,548
	Fixed Fee (Incremental)			1.00		\$ -	\$ 238	\$ -	\$ 238
	Fixed Fee			15.50		\$ -	\$ 3,692	\$ -	\$ 3,692
	Fixed Fee (Incremental)			0.40		\$ -	\$ 95	\$ -	\$ 95
	Fixed Fee			51.50		\$ -	\$ 12,267	\$ -	\$ 12,267
	Fixed Fee (Incremental)			0.30		\$ -	\$ 71	\$ -	\$ 71
[9]	Actual Hours			1.00		\$ 238		\$ 238	
[2]	Fixed Fee			2.00		\$ -	\$ 476	\$ -	\$ 476
[2]	Fixed Fee			3.00		\$ -	\$ 715	\$ -	\$ 715
[2,9]	Actual Hours			1.00		\$ 238		\$ 238	
[2,9]	Actual Hours			1.00		\$ 238		\$ 238	
[2,8]	Security Deposit								

City of Concord
 COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Input cells in blue font; formula based cells in black font

Fee Activity	
No.	Description
23.2.7	Plan Re-Check (hourly)
23.3	Improvement Inspection ** ** Note: The permit fee includes inspections made during the specified timeline only.
23.3.1	Base Cost - Improvements ≤ \$100,000, plus cost per \$5K increment or less (30 days to complete). See Note**.
23.3.2	per each addtl \$5,000 increment, or fraction thereof
23.3.3	Base Cost - improvement cost \$100,001 - \$500,000, plus cost per \$5K increment (90 days to complete) See Note**.
23.3.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof
23.3.5	Base Cost - Improvement cost > \$500,001, plus cost of \$5K increment (180 days to complete) See Note**.
23.3.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof
23.3.7	C.3 service fee for permits increasing impervious surface (percent of valuation)
23.4	Security Deposits and Bond Requirements Note: Additional requirements may be identified in the Conditions of Approval for each project
23.4.1	Mylar Maps and Plans Security Deposit: \$200/page, minimum of \$500 (to guarantee submission/return of final maps/plans to City)
23.4.2	Improvement Security Deposit/Bond (if required) 110% of construction costs + 100% contractor/subcontractors/labor & material costs
23.4.3	Performance Bond (if required) 110% of construction costs
23.4.4	Fee associated with calling a bond (if required); to be funded from bond proceeds
23.4.5	See Recycling Program fees and Performance Security Deposit for information on additional Construction & Demolition security deposit requirements
24	Inclusionary Housing (Placeholder for MFS; Not included in cost analysis)
24.1	In-lieu Fee per market-rate housing unit
24.1.1	Rental (per unit)
24.1.2	Ownership (per unit)
24.2	Compliance Monitoring
24.2.1	Rental (annual)
24.2.2	Ownership (per change of ownership)
25	Map Reviews
25.1	Tentative Maps
25.1.1	Tentative Parcel Map Review (also known as a Tentative Minor Subdivision Map)
25.1.2	Plus per lot
25.1.3	Amendment to Minor Subdivision
25.1.4	Extension to Minor Subdivision
25.1.5	Tentative Major Subdivision Map Review (Also known as a Tract Map)
25.1.6	Plus Per Lot
25.1.7	Amendment to Major Subdivision
25.1.8	Extension to Major Subdivision

Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)		Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity
[2.9] Actual Hours				1.00		\$ -	\$ 238	\$ -	\$ 238
[2] Fixed Fee				2.00		\$ -	\$ 302	\$ -	\$ 302
[2] Fixed Fee (Increment)				2.00		\$ -	\$ 302	\$ -	\$ 302
[2] Fixed Fee				42.00		\$ -	\$ 6,350	\$ -	\$ 6,350
[2] Fixed Fee (Increment)				1.50		\$ -	\$ 227	\$ -	\$ 227
[2] Fixed Fee				162.00		\$ -	\$ 24,493	\$ -	\$ 24,493
[2] Fixed Fee (Increment)				1.00		\$ -	\$ 151	\$ -	\$ 151
[3] Valuation-Based									
[3.8] Security Deposit									
[3.8] Bond or Security Deposit									
[3.8] Bond or Security Deposit									
[9] Actual Hours									
[3.8] Security Deposit									
[3] Inclusionary Housing									
Fixed Fee				10.00		\$ -	\$ 2,382	\$ -	\$ 2,382
Fixed Fee (Incremental)				1.00		\$ -	\$ 238	\$ -	\$ 238
Fixed Fee				3.00		\$ -	\$ 715	\$ -	\$ 715
Fixed Fee				2.00		\$ -	\$ 476	\$ -	\$ 476
Fixed Fee				16.00		\$ -	\$ 3,811	\$ -	\$ 3,811
Fixed Fee (Incremental)				1.00		\$ -	\$ 238	\$ -	\$ 238
Fixed Fee	20.00			6.00		\$ 3,429	\$ 1,429	\$ -	\$ 4,858
Fixed Fee	4.00			2.00		\$ 686	\$ 476	\$ -	\$ 1,162

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Input cells in blue font; formula based cells in black font

Fee Activity	
No.	Description
25.2	Parcel Maps (Minor Subdivision Maps) - recorded map process
25.2.1	Parcel Map processing fees
25.2.2	Parcel Map review
	Plus Per Lot
25.2.3	
25.2.4	Parcel Map Filing
25.2.5	Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Parcel Map) and \$1,000 (Final Map)
25.3	Final Maps (Major Subdivision or Tract Maps)
25.3.1	Final Map processing fees
25.3.2	Final Map Review
	Per Lot
25.3.3	
25.3.4	Map Re-review
25.3.5	Final Map Filing
25.3.6	Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Parcel Map) and \$1,000 (Final Map)
25.4	Agreements
25.4.1	Subdivision Agreement
25.4.2	Amendment to Subdivision Agreement
25.4.3	Improvement Agreement
25.4.4	Amendment of Improvement Agreement (Minor Subdivisions)
25.5	Other Map Changes
25.5.1	Special engineering analysis
25.5.2	Charge for Filing of New Street Monuments (each)
25.5.3	Charge for new lot creation (per lot)
25.5.4	Lot line adjustment (between 2 parcels)
25.5.5	Each additional parcel
25.5.6	Parcel merge (between 2 parcels)
25.5.7	Each additional parcel
25.5.8	Certificate of Compliance
25.5.9	Certification of Correction Review
25.5.10	Update of City Sanitary Sewer and Storm Drain Base Maps
25.5.10.1	Minor Subdivision
25.5.10.2	Major Subdivision
25.6	Easement, Dedication, Vacation, Abandonment
25.6.1	Application for vacation or abandonment of property rights
25.6.2	Acceptance of easements and dedications
25.6.2.1	Acceptance by City Council
25.6.2.2	Acceptance by City Staff
25.6.3	Reversion to acreage or record of survey filing fee
25.6.4	Assessment District Reapportionment (CMC 78-32)
25.6.4.1	Application Fee
25.6.4.2	Review - Hearing Method
25.6.4.3	Review - Alternative Method
25.7	Development Plan Review and additional plan checking as required, due to substantial plan alterations
26	Neighborhood Preservation
26.1	Reinspection Fee
26.2	Extension Fee
26.3	Graffiti and Summary Abatement

Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis					
		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)		Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
			1.50								
[2]	Fixed Fee			15.00		\$ -	\$ 198			\$ 198	
	Fixed Fee					\$ -	\$ 3,573			\$ 3,573	
	Fixed Fee (Incremental)			1.00		\$ -	\$ 238			\$ 238	
	Fixed Fee			10.00		\$ -	\$ 2,382			\$ 2,382	
[8]	Security Deposit										
[2]	Fixed Fee		1.50			\$ -	\$ 198			\$ 198	
	Fixed Fee			20.00		\$ -	\$ 4,764			\$ 4,764	
	Fixed Fee (Incremental)			1.00		\$ -	\$ 238			\$ 238	
[2]	Fixed Fee		1.00	4.00		\$ -	\$ 1,085			\$ 1,085	
	Fixed Fee			10.00		\$ -	\$ 2,382			\$ 2,382	
[8]	Security Deposit										
[2]	Fixed Fee		2.00	30.00		\$ -	\$ 7,410			\$ 7,410	
	Fixed Fee		2.00	20.00		\$ -	\$ 5,028			\$ 5,028	
[2]	Fixed Fee		2.00	30.00		\$ -	\$ 7,410			\$ 7,410	
	Fixed Fee		2.00	20.00		\$ -	\$ 5,028			\$ 5,028	
[10]	Cost + Admin Fee										
	Fixed Fee		2.00			\$ -	\$ 264			\$ 264	
	Fixed Fee			2.00		\$ -	\$ 476			\$ 476	
	Fixed Fee	2.00		5.00	1.00	\$ 343	\$ 1,191	\$ 139		\$ 1,673	
	Fixed Fee			1.00		\$ -	\$ 238			\$ 238	
	Fixed Fee	2.00		5.00		\$ 343	\$ 1,191			\$ 1,534	
	Fixed Fee			1.00		\$ -	\$ 238			\$ 238	
	Fixed Fee			5.00		\$ -	\$ 1,191			\$ 1,191	
	Fixed Fee			5.00		\$ -	\$ 1,191			\$ 1,191	
	Fixed Fee			2.00		\$ -	\$ 476			\$ 476	
	Fixed Fee			4.00		\$ -	\$ 953			\$ 953	
	Fixed Fee	10.00		6.00		\$ 1,715	\$ 1,429			\$ 3,144	
	Fixed Fee			10.00		\$ -	\$ 2,382			\$ 2,382	
	Fixed Fee			5.00		\$ -	\$ 1,191			\$ 1,191	
	Fixed Fee			3.00		\$ -	\$ 715			\$ 715	
	Fixed Fee			1.00		\$ -	\$ 238			\$ 238	
	Fixed Fee			60.00		\$ -	\$ 14,292			\$ 14,292	
	Fixed Fee			3.00		\$ -	\$ 715			\$ 715	
[9]	Actual Hours			3.00		\$ -	\$ 715			\$ 715	
	Fixed Fee					1.00	\$ -	\$ 122		\$ 122	
	Fixed Fee					1.00	\$ -	\$ 139		\$ 139	
	Actual Hours or Cost + Admin Fee					\$ -		Actual Cost		Actual Cost	

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Input cells in blue font; formula based cells in black font

Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
26.4	Public Nuisance Administrative Fines (Per Government Code Sections 53069.4, 25132(b), and 36900(b))	[3]									
	First issuance in 12 months	[3]									
	Second issuance in 12 months	[3]									
	Third and subsequent issuance in 12 months	[3]									
26.5	Annual Multiple Family Rental Dwelling Unit Inspection and Maintenance Fee (per unit)										
	Failure to pay fee after due date	[3]									
	31 - 60 days after due date, percent of initial fee	[3]									
	61 - 90 days after due date, percent of initial fee	[3]									
	90 days or more after due date, percent of initial fee	[3]									
	Application fee for self certification										
26.6	Building and Safety Code Violations (Per Government Code Sections 53069.4, 25132(c), and 36900(c))	[3]									
	First issuance in 12 months	[3]									
	Second issuance in 12 months	[3]									
	Third and subsequent issuance in 12 months	[3]									
26.7	Confiscated Signs (CMC 122-1029)										
	First violation	[3]									
	Second violation	[3]									
	Third violation	[3]									
	Plus Citation	[3]									
	Plus Reinspection Fee	[3]									
26.8	Request for Exemption for Small Collection Facilities for Nonprofit Organizations (CMC 82-113)										
	Fixed Fee						3.00			\$ 255	\$ 255
27	Off-Site Street Improvement Program (OSIP) (CMC 78-154)	[3]									
27.1	Single family unit (per dwelling unit)										
	Secondary living unit										
27.2	Multi family unit, including condominium and townhouse (per dwelling unit)										
27.3	Commercial (per gross sq. ft.)										
27.4	Office (per gross sq. ft.)										
27.5	Industrial (per gross sq. ft.)										
27.6	Mini-storage (per gross sq. ft.)										
28	Other Community Development Fees										
28.1	Abatement Hearing (by the Zoning Administrator)							\$ 1,372			\$ 1,372
28.2	Street Name Change							\$ -			
28.2.1	Ping (included 8 hrs for IT and coord with PD,Fire)							\$ 1,372			\$ 1,372
28.3	Continuance of Hearing Item										
28.3.1	Continuance by Applicant							\$ 1,372			\$ 1,372
28.3.2	Republication and renotification	[10]						cost of publication			\$ -
29	Oversized Load Permit										
29.1	A single day vehicle movement	[7]						\$ 1,372	\$ 66		\$ 1,438
29.2	Multiple movements of a vehicle for a one-year period (special conditions may apply)	[7]						\$ 1,372	\$ 66		\$ 1,438
30	Park Land (Placeholder only; not included in analysis)	[3]									
30.1	Rural Residential-Conservation/Low-Density Residential Designations; Park Land Requirement - 697 sq. ft. (per unit)										
		[3]									
		[3]									
		[3]									
		[3]									
30.2	Medium-Density Designation; Park Land Requirement - 479 sq. ft.										
		[3]									
		[3]									
		[3]									
		[3]									
30.3	High-Density Designation; Park Land Requirement - 414 sq. ft. (per unit)										
		[3]									
		[3]									
		[3]									

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
36.5	Sewer Service charge (annual)	[3]									
37	Sidewalk Repair Administrative Fee (Sections 5600 et seq. of the CA Streets & Highways Code)	Fixed Fee				1.00		\$ 151			\$ 151
38	Special Administration										
38.1	Agreement processing not related to subdivisions										
38.1.1	Council action not required	[2]			8.00			\$ -	\$ 1,906	\$ -	\$ 1,906
38.1.2	Council action required	[2]			16.00			\$ -	\$ 3,811	\$ -	\$ 3,811
38.2	Acceptance of new public improvements				8.00			\$ -	\$ 1,906	\$ -	\$ 1,906
38.3	After-hours permit request review/approval	[2]		0.50				\$ -	\$ 66	\$ -	\$ 66
38.4	Permit extension request	[2]		1.00				\$ -	\$ 132	\$ -	\$ 132
38.5	Project archiving and closeout (major projects only)	[9]		8.00				\$ -	\$ 1,058	\$ -	\$ 1,058
38.6	Penalties										
38.6.1	Penalty for commencing work without permit (note: repeat offenders will be subject to increasing penalties at the discretion of the City Engineer)	[3]									
38.6.2	Penalty for work done without scheduling the required inspection (note: repeat offenders will be subject to increasing penalties at the discretion of the City Engineer)	[3]									
39	Storm Water Treatment Controls										
39.1	Permit Processing, Administration & Other Fees										
39.1.1	Pre-Engineering (For initial meeting)	[2]			2.00			\$ -	\$ 476	\$ -	\$ 476
39.1.2	Application processing			1.00				\$ -	\$ 132	\$ -	\$ 132
39.1.3	Filing fee exclusive of processing and inspection fees	[2]		0.50				\$ -	\$ 66	\$ -	\$ 66
39.2	Storm Water Treatment Controls Plan Review * * Include initial submission and two revisions										
39.2.1	Base Cost (Improvements cost ≤ \$100,000, plus cost per \$5K increment)	[2]			1.00			\$ -	\$ 238	\$ -	\$ 238
39.2.2	per each addtl \$5,000 increment, or fraction thereof	[2]			1.00			\$ -	\$ 238	\$ -	\$ 238
39.2.3	Base Cost (improvement cost \$100,001 - \$500,000, plus cost per \$5K increment)	[2]			21.00			\$ -	\$ 5,002	\$ -	\$ 5,002
39.2.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof	[2]			0.75			\$ -	\$ 179	\$ -	\$ 179
39.2.5	Base Cost (Improvement cost > \$500,001, plus cost per \$5K increment)	[2]			81.00			\$ -	\$ 19,294	\$ -	\$ 19,294
39.2.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof	[2]			0.50			\$ -	\$ 119	\$ -	\$ 119
39.2.7	Plan Re-Check (hourly)	[9]			1.00			\$ -	\$ 238	\$ -	\$ 238
39.3	Storm Water Treatment Controls										
39.3.1	Base Improvement cost ≤ \$100,000, plus cost of \$5K increment	[2]				2.00		\$ -	\$ 302	\$ -	\$ 302
39.3.2	per each addtl \$5,000 increment, or fraction thereof	[2]				2.00		\$ -	\$ 302	\$ -	\$ 302
39.3.3	Base Improvement cost \$100,001 - \$500,000, plus cost of \$5K increment	[2]				42.00		\$ -	\$ 6,350	\$ -	\$ 6,350
39.3.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof	[2]				1.50		\$ -	\$ 227	\$ -	\$ 227
39.3.5	Improvement cost > \$500,001, plus cost of \$5K increment	[2]				162.00		\$ -	\$ 24,493	\$ -	\$ 24,493
39.3.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof	[2]				1.00		\$ -	\$ 151	\$ -	\$ 151
39.3.7	Review of Operations & Maintenance Agreement	[2]				10.00		\$ -	\$ 1,512	\$ -	\$ 1,512
39.3.8	Annual Inspection of Stormwater Treatment Control	[2]				2.00		\$ -	\$ 302	\$ -	\$ 302

Input cells in blue font; formula based cells in black font

Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
40	TERPS (Terminal Instrument Procedures Study)	[10]									
41	Tree Preservation & Protection										
41.1	Heritage Tree Designation		8.00					\$ 1,372	\$ -	\$ -	\$ 1,372
41.2	Tree Removal	[1,9]	4.00					\$ 686	\$ -	\$ -	\$ 686
42	Use Permit										
42.1	Minor Use Permit										\$ -
42.1.1	Existing building without hearing	[2]	6.00		2.00		0.50	\$ 1,029	\$ 476	\$ 70	\$ 1,575
42.1.2	Existing building with hearing	[2]	8.00		3.00		0.50	\$ 1,372	\$ 715	\$ 70	\$ 2,156
42.1.3	New Construction without hearing	[2]	12.00		4.00		1.00	\$ 2,058	\$ 953	\$ 139	\$ 3,149
42.1.4	New Construction with hearing	[2]	20.00		7.00		1.00	\$ 3,429	\$ 1,667	\$ 139	\$ 5,236
42.2	Large Family Day Care Home		10.00		3.50		1.00	\$ 1,715	\$ 834	\$ 139	\$ 2,687
42.3	Home Based Business - Visiting Clientele		4.00					\$ 686			\$ 686
42.4	Wireless Communications Facilities		30.00		6.00		0.50	\$ 5,144	\$ 1,429	\$ 70	\$ 6,642
42.5	Minor Use Permit Amendment										
42.5.1	With hearing		4.00		1.00		0.50	\$ 686	\$ 238	\$ 70	\$ 994
42.5.2	Without hearing		2.00		1.00		0.50	\$ 343	\$ 238	\$ 70	\$ 651
42.6	Minor Use Permit Extension										
42.6.1	With hearing		4.00					\$ 686			\$ 686
42.6.2	Without hearing		2.00					\$ 343			\$ 343
42.7	Major Use Permit										
42.7.1	Existing Building	[2,9]	10.00		2.00		1.00	\$ 1,715	\$ 476	\$ 139	\$ 2,330
42.7.2	New Construction	[2,9]	25.00		10.00		1.00	\$ 4,286	\$ 2,382	\$ 139	\$ 6,807
42.8	Variance										
42.8.1	Residential variance		8.00		2.00		0.50	\$ 1,372	\$ 476	\$ 70	\$ 1,918
42.8.2	Variance (non-residential)	[1,9]	12.00		2.00			\$ 2,058	\$ 476		\$ 2,534
42.8.3	Reasonable Accommodation		4.00					\$ 686	\$ -		\$ 686
42.8.4	Variance Extension		4.00					\$ 686	\$ -		\$ 686
43	Zoning Amendment										
43.1	Rezoning Application	[9]	80.00					\$ 13,717			\$ 13,717
43.2	Zoning Text Amendment	[9]	80.00					\$ 13,717			\$ 13,717
44	Zoning Verification Letter	[2]	2.50					\$ 429			\$ 429
OTHER FEES:											
45	Refund processing fee (for overpayments < \$15 - see notes section)	[2,13]									
46	Deposit forfeiture (security deposits or trust accounts left unclaimed after 4 years - see notes section)	[2,13]									

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
No.	Description		Estimated Average Labor Time Per Activity (hours)	Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)	Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity	Combined Total Cost
HOURLY RATE WITH OVERHEAD											
47	Planning Services	[9]	1.00					\$ 171			\$ 171
48	Expedited Planning Services - performed by consultant	[1,10]						actual cost			actual cost
49	Engineering Services										
49.1	Processing	[9]		1.00				\$ 132			\$ 132
49.2	Engineering Plan Check	[9]			1.00			\$ 238			\$ 238
49.3	Engineering Inspection	[9]				1.00		\$ 151			\$ 151
50	Building Services										
50.1	Processing	[9]					1.00			\$ 85	\$ 85
50.2	Plan Check	[9]					1.00			\$ 139	\$ 139
50.3	Inspection	[9]					1.00			\$ 122	\$ 122
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including an administrative fee of 20% to cover the associated Citywide overhead costs.										
TOTAL CED DEPARTMENT											

- Notes**
- [1] Calculation per Building Cost of Service Analysis (COS)
 - [2] New Fee / Significantly Modified Fee Structure
 - [3] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
 - [4] Current Fee listed is for Planning only
 - [5] Recommended policy for combination projects is to collect the deposit for each application as if it is a stand alone application; it is more efficient and cost effective to refund money; see Trust Account Deposit footnotes below (9 and 10)
 - [6] General Plan fee - separate calculation
 - [7] Fee set by State maximum
 - [8] **Security Deposits** are required in an amount equal to the expected cost of restoring City property, public infrastructure or right-of-way to its original condition. Security deposits (otherwise refundable) may be applied by the City to any unpaid fees, hourly charges, or other costs associated with the project, after construction or other pledged purposes have been met. Applicants must request refunds of security deposits within 30 days of acceptance by the City or 30 days of permit finalization (unless otherwise stated in the Master Fee Schedule.) Any deposits unclaimed after four years from the date of the deposit will be forfeited.
 - [9] **Trust Account Deposit Required.** Fees billed on an hourly basis require an upfront deposit of estimated fees (see "Trust Account Information" below); the totals provided on this line item represent the required minimum deposit. The Chief Building Official, City Engineer, Planning Manager or Economic Development Manager may adjust the required minimum deposit based on the project parameters and any additional information they may have.
 - [10] **Trust Account Deposit Required.** All outside consultant costs required for the project are billed at actual cost plus 20% administrative costs; a deposit to a trust account is required prior to any work commencing, and will be calculated based upon the consultant's estimate (including any contingency amount) plus 20%. Funds will be drawn down from the applicant's trust account as needed to pay the actual invoices and associated 20% admin fee on amounts paid.

Input cells in blue font; formula based cells in black font

Fee Activity	
No.	Description

- [11] **Security Deposit Information (Refundable)** In instances where the proposed permitted work may result in damage to public right of ways or property, security deposits are generally required. Unless otherwise stated in the Master Fee Schedule or Conditions of Approval, requests for refund of security deposits must be submitted to the City within 30 days of acceptance or permit finalization. All unclaimed deposits are automatically forfeited four years from the date of the deposit.
- [12] **Trust Account Information** In instances where fees are billed based on actual hours spent, or where a deposit to a trust account is required in order to fund outside costs, a trust account is required to be funded by applicant. Funds will be drawn down from the applicant's trust account as needed to pay the actual hours, outside costs and associated 20% administrative fees. Refunds of unused trust account balances will be provided upon request; any amounts remaining in an inactive trust account will be forfeited by the depositor and/or applicant (if the remaining balance is \$15 or less, account will be considered inactive after one year from date of last transaction, all others will be considered inactive after four years from date of last transaction.)
- [13] **Overpayment Information** Any permit overpayment made by check of \$15 or more will be processed for refund by check. Such refunds may take up to three weeks. Any permit overpayment made by check less than \$15 will be forfeited by the applicant, as the cost to the City of processing such refunds exceeds the refund amount. Overpayments made by credit card follow the same guidelines unless the charge can be voided and correctly processed.
- [14] **See Admin Fees** - Consistent with Admin Fees

Fee Basis	Planning Time Estimates	Engineering Time Estimates			Building Time Estimates	CED Cost Analysis			
		Estimated Average Labor Time Processing Activity (hours)	Estimated Average Labor Time Per Plan Review (hours)	Estimated Average Labor Time Per Inspection Activity (hours)		Estimated Average Labor Time Per Activity (hours)	Planning Cost of Service Per Activity	Engineering Cost of Service Per Activity	Building Cost of Service Per Activity

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Cost Recovery Analysis						Annual Estimated Revenue Analysis				
No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Ping	Eng	Bldg								
				\$ 85								
	<i>Hourly Rates</i>											
1	Administrative Permit (does not include design review)											
1.1	New Use	Fixed Fee \$ 469	\$ 172	\$ -	\$ 641	110%	\$ 581	100%	-	\$ -	\$ -	
1.2	Change of Use/Tenant	Fixed Fee \$ 469	\$ 172	\$ -	\$ 641	156%	\$ 410	100%	-	\$ -	\$ -	
1.3	Temporary Use	Fixed Fee \$ 186	\$ 172	\$ -	\$ 358	62%	\$ 581	100%	-	\$ -	\$ -	
1.4	Home Based Business	Fixed Fee \$ 90	\$ -	\$ -	\$ 90	210%	\$ 43	100%	23	\$ 2,070	\$ 986	
1.5	Minor Exception	Fixed Fee \$ 469	\$ 172	\$ -	\$ 641	110%	\$ 581	100%	-	\$ -	\$ -	
1.6	Secondary Living Unit	Fixed Fee \$ 1,159	\$ 688	\$ -	\$ 1,847	186%	\$ 991	100%	1	\$ 1,847	\$ 991	
1.7	Sidewalk Café Pre-Application Review (also requires Encroachment Permit - see section 17)	Fixed Fee \$ 186	\$ 516	\$ -	\$ 702	171%	\$ 410	100%	1	\$ 702	\$ 410	
1.8	Business License (Planning Review)	Fixed Fee \$ 100	\$ -	\$ -	\$ 100	233%	\$ 43	100%	-	\$ -	\$ -	
1.9	Vendor Permit	Fixed Fee \$ 438	\$ 172	\$ -	\$ 610	0%	\$ 581	100%	10	\$ 6,100	\$ 5,811	
1.10	Seasonal Outdoor Sales	Fixed Fee \$ 584	\$ -	\$ -	\$ 584	341%	\$ 171	100%	9	\$ 5,256	\$ 1,543	
1.11	Seasonal Outdoor Sales - Refundable Security Deposit	Security Deposit \$ 2,500			\$ 2,500		Security Deposit \$2,500		9			
2	Animal Permit											
		Actual Hours \$ 389	\$ -	\$ -	\$ 389	113%	Deposit \$500	100%	3	\$ 1,167	\$ 1,029	
3	Annexation											
3.1	Planning Review	Actual Hours \$ 2,000		\$ -	\$ 2,000	10%	Deposit \$25,000	100%	-	\$ -	\$ -	
3.2	Engineering Review:											
3.2.1	Area of 2.5 acres or less	Fixed Fee \$ 2,000	\$ -	\$ -	\$ 2,000	70%	\$ 2,858	100%	-	\$ -	\$ -	
3.2.2	Area larger than 2.5 acres, but not larger than 25 acres	Fixed Fee \$ 3,000	\$ -	\$ -	\$ 3,000	74%	\$ 4,049	100%	-	\$ -	\$ -	
3.2.3	Area larger than 25 acres	Fixed Fee \$ 4,000	\$ -	\$ -	\$ 4,000	73%	\$ 5,478	100%	-	\$ -	\$ -	
3.3	Out of area sewer service application (LAFCO application processing)	Fixed Fee \$ 2,000	\$ -	\$ -	\$ 2,000	84%	\$ 2,382	100%	-	\$ -	\$ -	
4	Appeal											
4.1	Of Staff Interpretation (+ Public Notification D.35)	Fixed Fee \$ 99	\$ -	\$ -	\$ 99	19%	\$ 514	100%	-	\$ -	\$ -	
4.2	To Planning Commission (+ Public Notification D.35)	Fixed Fee \$ 99	\$ -	\$ -	\$ 99	7%	\$ 1,372	100%	2	\$ 198	\$ 2,743	
4.3	To City Council (+ Public Notification D.35)	Fixed Fee \$ 99	\$ -	\$ -	\$ 99	5%	\$ 2,058	100%	1	\$ 99	\$ 2,058	
5	Application Acceptability Review											
		Fixed Fee \$ 146	\$ 172	\$ -	\$ 318	78%	\$ 410	100%	-	\$ -	\$ -	
6	Building Move/Relocation Application NOTE: Encroachment and/or Building permits may be required.	Actual Hours \$ 1,159	\$ 344	\$ -	\$ 1,503	163%	Deposit \$1,500	100%	-	\$ -	\$ -	
7	Building Permit, Plan Review & Inspection											
7.1	Administrative Fee (per each application)			\$ 30	\$ 30	100%	See Building Cost Analysis	100%	857	\$ 25,710	\$ 30,413	
7.2	Plan Review - Building Code Compliance Component NOTE: Includes required plan review for all construction codes adopted by the City. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate.											
7.2.1	Express Review / Expedited Plan Review (Using Outside Consultants)	Actual Hours or Cost + Admin Fee \$ 146	\$ 172	Table 3c	\$ 318	100%	Actual Cost or Cost + Admin Fee	100%		\$ -	\$ -	
7.2.2	Valuation-based Plan Review	Valuation-Based		Table 3c			See Building Cost Analysis			\$ 677,000	\$ 304,976	
7.2.3	Valuation-based Plan Review - Plumbing/Electrical/Mechanical (PEM) only	Valuation-Based		Table 3c			See Building Cost Analysis			\$ 69,000	\$ 139,300	
7.3	Additional Plan Review - Planning & Engineering NOTE: Includes required plan review for all construction codes adopted by the City. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate.											
7.3.1	Initial Application Review	Fixed Fee \$ 146	\$ 172		\$ 318	105%	\$ 304	100%		\$ -	\$ -	
7.3.2	Plot Plan (Final Grading and Drainage Improvements)											

City of Concord
 COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
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No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Plng	Eng	Bldg								
7.3.3	Review (single lot, part of subdivision)											
7.4	Other Plan Review as Required											
	Building Permit Inspection Fees											
	NOTE: Includes required inspections for all construction codes adopted by the City.											
7.4.1	Valuation-based Inspection Fees			Table 3c		See Building Cost Analysis			\$ 1,075,000	\$ 1,179,402	\$ 1,179,402	
7.4.2	Valuation-based Inspection - Plumbing/Electrical/Mechanical (PEM) only			Table 3c		See Building Cost Analysis			\$ 409,000	\$ 280,783	\$ 280,783	
7.4.3	Additional Inspections											
7.5	Plot Plan (Final Grading and Drainage Improvements) Inspection (single lot, part of a subdivision)											
7.6	Building Permit Stormwater Pollution Prevention Compliance (Please refer to [Section 39] for related fees.)											
7.6.1	Coordination (per 1/2 hour, 1/2 hour minimum)											
7.6.2	Additional time above minimum (per hour)											
7.6.3	C.3 service fee for permits increasing impervious surface											
8	Child Care Program (CMC 78-63) * (Placeholder for MFS; not included in cost analysis)											
8.1	Non-restricted project fee due upon issuance of Certificate of Occupancy (% of value)											
8.2	Residential Projects											
9	Condition Compliance and Mitigation Monitoring											
9.1	Minor (Admin with no DRB)											
9.2	Major (with DRB)											
9.3	Stormwater Facility Certification											
9.4	Specialized Condition Compliance - conducted by consultant											
10	Design and Site Review											
10.1	Design and Site Review											
10.1.1	Minor (Admin with no DRB)											
10.1.2	Major (with DRB)											
10.2	Sign Design Review											
10.3	Design and Site Review Extension											
10.4	Sign - Administrative Design Review											
	Staff extension											
	Board approval extension											
11	Development Agreement											
	Development Agreement											
12	Development Project Mitigation Fee for Fire Station No. 22											
12.1	Mitigation fee											
12.2	Plus Administrative fee											
13	Documents, Maps, Imaging and Technology											
13.1	Documents											
13.1.1	Per page (per case law)											

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		Plng	Eng	Bldg							
13.2	Maps					Cost + Admin Fee					
13.3	Other					Cost + Admin Fee					
13.4	Technology Fee - Percent of Permit Fee				\$ -	7% of Fee for Plan review & Inspection	100%	\$ -	\$ 260,401	\$ 260,401	
	Document Imaging Fee (per sheet)										
13.4.1	≤ 11 x 17 - Per Sheet				\$ 1.50		88%	\$ 49,500	\$ 56,181	\$ 56,181	
13.4.2	> 11 x 17 - Per Sheet				\$ 3.50		90%	\$ 9,408	\$ 10,490	\$ 10,490	
13.5	Hearing Tape Copy (per tape)					Cost + Admin Fee					
13.6	Public Hearing Poster (each)					Cost + Admin Fee					
13.7	Copies of Public Documents					Cost + Admin Fee					
13.7.1	Photo copy, page size not to exceed 11"x17"					Cost + Admin Fee					
13.7.2	Prints from microfilm					Cost + Admin Fee					
13.7.3	Prints copy, page size exceeding 11"x17"					Cost + Admin Fee					
13.8	Special service microfilm research request										
13.8.1	Per hour (1/2-half hour minimum)		\$ 93		\$ 93		98%	\$ 94	100%	- \$ - \$ - \$ -	
13.8.2	Print from Microfilm (Per Sheet)					Cost of Reproduction	100%	- \$ - \$ - \$ -			
14	Drainage Area Fee -- City (Placeholder for MFS; not included in cost										
	Area 5 (per acre)		\$ 2,178								
	Area 7 (per acre)		\$ 3,831								
	Area 23/24 (per acre)		\$ 2,709								
	Area 50 (per acre)		\$ 4,211								
	Area 90 (per acre)		\$ 3,414								
	Area 92 (per acre)		\$ 2,417								
15	Drainage Area Fee -- County										
	Area 128 (per square foot)		\$ 0.17								
	Area 22 (per square foot)		\$ 0.05								
	Area 33B (per square foot)		\$ 0.70								
	Area 33C (per square foot)		\$ 0.44								
	Area 48B (per square foot)		\$ 0.39								
16	Encroachment Permit (CMC 90-234)										
	* Exceptions: Fee will not be required of any utility or public agency for utility or public agency for their work done in conjunction with a City construction project										
16.1	Encroachment Permit Issuance and Processing										
16.1.1	Application Processing		\$ 172		\$ 172		130%	\$ 132	100%	756 \$ 130,032 \$ 99,978 \$ 99,978	
16.1.2	Filing fee exclusive of processing and inspection fees		\$ 86		\$ 86		130%	\$ 66	100%	- \$ - \$ - \$ -	
16.2	Encroachment Permit Plan Review, Inspection Fees and Security Deposits										
	* Note: All plan review fees include one initial submission and two revisions. Any additional plan review required will be charged at an hourly rate, and will require an adequate deposit to a trust account prior to commencement. The permit fee includes inspections made during the specified timeline only.										

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No.	Description	Current Fees (2014)			Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Ping	Eng	Bldg							
16.3	Curb / gutter / sidewalk, not in addition to major construction. (30 days from date of permit issuance to complete)										
16.3.1	Plan Review (if Required)		\$ 172	\$ 172	36%	Hourly	100%	-	\$ -	\$ -	\$ -
16.3.2	Inspection fee up to 400 square feet		\$ 344	\$ 344	114%	\$ 302	100%	-	\$ -	\$ -	\$ -
16.3.3	Each add'l 200 sq ft or fraction thereof		\$ -	\$ -	0%	\$ 76	100%	-	\$ -	\$ -	\$ -
16.3.4	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.					Security Deposit \$10/ S.F. (\$500 minimum)					
16.4	Driveway (30 days from date of permit issuance to complete)										
16.4.1	Plan Review (if required)		\$ 172	\$ 172	36%	Hourly	100%	-	\$ -	\$ -	\$ -
16.4.2	Inspection:										
16.4.2.1	Residential		\$ 516	\$ 516	171%	\$ 302	100%	-	\$ -	\$ -	\$ -
16.4.2.2	Commercial		\$ 516	\$ 516	85%	\$ 605	100%	-	\$ -	\$ -	\$ -
16.4.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.					Security Deposit \$10/ S.F. (\$500 minimum)					
16.5	Building Move (90 days from date of permit issuance to complete) *Note: encroachment permit only; other fees may apply										
16.5.1	Plan Review (if required)		\$ 172	\$ 172	18%	Hourly	100%	-	\$ -	\$ -	\$ -
16.5.2	Inspection:										
16.5.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.					Security Deposit 100% of Construction Costs					
16.6	Right-of-way - Obstruction (street/parking space) (90 days from date of permit issuance to complete) private property to accommodate the proposed use. If a permit is granted, such										
16.6.1	Plan Review (if required)		\$ 172	\$ 172	36%	Hourly	100%	-	\$ -	\$ -	\$ -
16.6.2	Inspection:										
16.6.2.1	Parking space obstruction (per calendar day)		\$ 23	\$ 23	30%	\$ 76	100%	-	\$ -	\$ -	\$ -
16.6.2.2	Dumpster/Drop Storage (if approved)		\$ -	\$ -	0%	\$ 151	100%	-	\$ -	\$ -	\$ -
16.6.2.3	Restoration Security Deposit not required										
16.7	Street excavation (steel plates, trenching) (One week from date of permit issuance to complete)										
16.7.1	Plan Review (if required)		\$ 172	\$ 172	72%	Hourly	100%	-	\$ -	\$ -	\$ -
16.7.2	Inspection:										
16.7.2.1	up to 200 sq ft		\$ 9	\$ -	0%	\$ 302	100%	-	\$ -	\$ -	\$ -
16.7.2.2	each additional 50 sq ft.		\$ -	\$ -	0%	\$ 151	100%	-	\$ -	\$ -	\$ -
16.7.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.					Security Deposit 100% of Construction Costs					
16.8	Traffic Control (90 days from date of permit issuance to complete)										
16.8.1	Plan Review (if required)		\$ 172	\$ 172	72%	Hourly	100%	-	\$ -	\$ -	\$ -
16.8.2	Inspection:										
16.8.2.1	Mobile (temporary set up) - per day		\$ 9	\$ -	0%	\$ 151	100%	-	\$ -	\$ -	\$ -
16.8.2.2	Fixed (long-term) - per week		\$ 9	\$ -	0%	\$ 454	100%	-	\$ -	\$ -	\$ -

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No.	Description	Current Fees (2014)			Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee	
		Plng	Eng	Bldg								Combined Current Fee
16.8.2.3	Traffic Signal Adjustment - (per day, per intersection)		9%		\$ -	0%	\$ 227	100%	-	\$ -	\$ -	\$ -
16.8.3	Restoration Security Deposit not required											
16.9	Sewer lateral in street right-of-way or easement (per lateral) (90 days from date of permit issuance to complete)											
16.9.1	Plan Review (if required)		\$ 172	\$ 172	72%	\$ 238	100%	-	\$ -	\$ -	\$ -	
16.9.2	Inspections		\$ 688	\$ 688	114%	\$ 605	100%	2	\$ 1,376	\$ 1,210	\$ 1,210	
16.9.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.					100% of Restoration Cost						
16.10	Sidewalk café (90 days from date of permit issuance to complete) NOTE: also requires encroachment agreement											
16.10.1	Plan Review (if required)		\$ 172	\$ 172	72%	Hourly	100%	-	\$ -	\$ -	\$ -	
16.10.2	Inspections		\$ 516	\$ 516	114%	\$ 454	100%	-	\$ -	\$ -	\$ -	
16.10.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.					100% of Restoration Cost						
16.11	Other Inspection Charges											
16.11.1	Reinspection, for reasons such as failure to schedule an inspection, work not ready for a requested inspection, and failed or improper work done without an inspection which must be redone (one hour minimum)		\$ 172	\$ 172	114%	\$ 151	100%	-	\$ -	\$ -	\$ -	
16.11.2	Special inspection requests, other than regular business hours (2 hour minimum charge)		\$ 172	\$ 172	57%	\$ 302	100%	-	\$ -	\$ -	\$ -	
16.11.3	Specialty inspection											
16.11.3.1	a. Materials sampling, compaction testing and special materials testing					100%	Cost + Admin Fee	100%	-	\$ -	\$ -	\$ -
16.11.3.2	b. Sewer air Test and Televising (per call out)					100%	Cost + Admin Fee	100%	-	\$ -	\$ -	\$ -
17	Environmental Review											
17.1	Staff prepared environmental analysis		\$ 1,450	\$ 172	\$ -	\$ 1,622	113%	Deposit \$1,500	7	\$ 11,354	\$ 10,004	\$ 10,004.18
17.2	Consultant prepared environmental analysis		actual cost	\$ 172	\$ -	\$ 172	100%	Cost + Admin Fee	7	\$ 96,017.38	\$ 96,017	\$ 96,017.38
17.3	Peer review by consultant		actual cost		\$ -		100%	Cost + Admin Fee	-	\$ -	\$ -	\$ -
17.4	Staff review of consultant-prepared analysis/review		\$ -	\$ -	\$ -	\$ -	0%	\$ 857	8	\$ -	\$ 6,858	\$ 6,858.38
17.5	Agency Filing Fees		actual cost				100%	Actual Cost	-	\$ -	\$ -	\$ -
17.6	Document Processing		\$ 50	\$ -	\$ -	\$ 50	19%	\$ 257	-	\$ -	\$ -	\$ -
18	Flood Zone/FEMA/Drainage NOTE: Includes one review and one revision											
18.1	Flood Zone Verification Certificate		\$ 172	\$ 172	130%	\$ 132	100%	1	\$ 172	\$ 132	\$ 132	
18.2	Flood Zone Verification Certificate (requiring additional analysis due to location of structure relative to floodplain)		\$ 344	\$ 344	46%	\$ 741	100%	-	\$ -	\$ -	\$ -	
18.3	Flood Elevation Certificate		\$ 344	\$ 344	28%	\$ 1,217	100%	3	\$ 1,032	\$ 3,652	\$ 3,652	
18.4												
18.5	Flood Zone Construction Permit		\$ 172	\$ 172	28%	\$ 609	100%	-	\$ -	\$ -	\$ -	
18.6	FEMA application review for LOMA's, CLOMA's, LOMR's, CLOMR's, etc		\$ 860	\$ 860	44%	\$ 1,958	100%	-	\$ -	\$ -	\$ -	
18.7	Drainage investigations (per hour)		\$ 172	\$ 172	114%	Hourly	100%	-	\$ -	\$ -	\$ -	

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		Plng	Eng	Bldg	Combined Current Fee									
19 General/Specific Plans														
19.1	Plan Amendment	[9]	Actual Hours	\$ 5,256	\$ 860	\$ -	\$ 6,116	42%	Deposit \$20,000	100%	-	\$ -	\$ -	\$ -
19.2	General Plan/Zoning Ordinance Reimbursement Fee (.0025 x Building Permit Valuation)	[6]	Fixed Fee	.25%					NBS to recalculate					
20 Grading and Erosion Control Permit														
Note: No permit required for grading in an area < 50 cubic yards and not hillside. For more detail and additional exemptions see CMC 16.10.030 (b) and (c).														
20.1 Grading Permit Processing, Administration & Other Fees														
20.1.1	Application Processing		Fixed Fee	\$ 172		\$ 172	130%	\$ 132	100%	0	\$ -	\$ -	\$ -	
20.1.2	Filing fee exclusive of processing and inspection fees	[2]	Fixed Fee	\$ -		\$ -	0%	\$ 66	100%	45	\$ -	\$ 2,976	\$ 2,976	
20.1.3	Pad certification		Fixed Fee	\$ 86		\$ 86	36%	\$ 238	100%	5	\$ 430	\$ 1,191	\$ 1,191	
20.1.4	Stockpile and erosion control monitoring (per calendar day)		Per Day	\$ 23		\$ 23	61%	\$ 38	100%	2	\$ 46	\$ 76	\$ 76	
20.1.5	Wet Season Work Authorization (October 15 - April 15) - Per Week		Per week	\$ -		\$ -	0%	\$ 76	100%	0	\$ -	\$ -	\$ -	
Note: Must obtain approval from inspector prior to commencing grading work during wet weather.														
20.1.6 Refundable Security Deposit for Grading Permits:														
20.1.6.1	Erosion Control Deposit - 100% cost of grading, removal of associated nuisances/hazards, may include installation of erosion & sediment control measures.	[8]	Security Deposit						Security Deposit 100% of Project Cost					
20.1.6.2	See Recycling Program fees and Performance Security Deposit for information on additional construction & demolition security deposit requirements (Section 36).													
20.2 Grading Plan Review														
Note: All plan review fees include one initial submission and two revisions. Any additional plan review required will be charged at an hourly rate, and will require an adequate deposit to a trust account prior to commencement.														
Standard Grading Plan Review Fees:														
20.2.1	Single lot in (a non-hillside) location up to 100 cubic yards		Fixed Fee	\$ 516		\$ 516	144%	\$ 357	100%	-	\$ -	\$ -	\$ -	
20.2.2	Single lot in (a hillside) location up to 100 cubic yards	[2]	Fixed Fee											
20.2.3	101-1,000 cubic yards, for the first 100 cubic yards		Fixed Fee	\$ 688		\$ 688	144%	\$ 476	100%	-	\$ -	\$ -	\$ -	
20.2.4	Plus for each additional 100 cubic yards or fraction thereof		Fixed Fee (Incremental)	\$ 86		\$ 86	72%	\$ 119	100%	-	\$ -	\$ -	\$ -	
20.2.5	1,001-10,000 cubic yards, for the first 1,000 cubic yards		Fixed Fee	\$ 1,548		\$ 1,548	100%	\$ 1,548	100%	-	\$ -	\$ -	\$ -	
20.2.6	Plus for each additional 1,000 cubic yards or fraction thereof		Fixed Fee (Incremental)	\$ 172		\$ 172	72%	\$ 238	100%	-	\$ -	\$ -	\$ -	
20.2.7	10,001-100,000 cubic yards, for the first 10,000 cubic yards		Fixed Fee	\$ 3,096		\$ 3,096	84%	\$ 3,692	100%	-	\$ -	\$ -	\$ -	
20.2.8	Plus for each additional 1,000 cubic yards or fraction thereof		Fixed Fee (Incremental)	\$ 172		\$ 172	181%	\$ 95	100%	-	\$ -	\$ -	\$ -	
20.2.9	Over 100,000 cubic yards, for first 100,000 cubic yards		Fixed Fee	Actual Cost		\$ -	0%	\$ 12,267	100%	-	\$ -	\$ -	\$ -	
20.2.10	Plus each additional 10,000 cu yds		Fixed Fee (Incremental)	\$ 172		\$ 172	241%	\$ 71	100%	-	\$ -	\$ -	\$ -	
20.2.11	Additional plan review beyond two revisions (see note)	[9]	Actual Hours	\$ 172		\$ 172	72%	Hourly	100%					
Special Grading Plan Review Fees:														
20.3.1	New Pool - Plan Review													
20.3.1.1	< 100 cubic yards	[2]	Fixed Fee	\$ 172		\$ 172	36%	\$ 476	100%	-	\$ -	\$ -	\$ -	
20.3.1.2	100 -200 cubic yards	[2]	Fixed Fee	\$ 172		\$ 172	24%	\$ 715	100%	-	\$ -	\$ -	\$ -	
20.4	Additional document review, including SWPPP's and Soils report													
20.4.1	Geotechnical	[2,9]	Actual Hours	\$ 172		\$ 172	72%	Hourly	100%	-	\$ -	\$ -	\$ -	
20.4.2	SWPPP	[2,9]	Actual Hours	\$ 172		\$ 172	72%	Hourly	100%	-	\$ -	\$ -	\$ -	
20.4.3	Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Plans)	[2,8]	Security Deposit						Security Deposit \$200/ page (\$500 minimum)					

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Cost Recovery Analysis					Annual Estimated Revenue Analysis					
No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Plng	Eng	Bldg								
20.5	Grading Permit Inspection											
	Note: The permit fee includes inspections made during the specified timeline only. 1,000 cubic yards: 30 days from date of permit Up to up to 10,000 cubic yards; 60 days from date of permit Over 1,000 100,000 cubic yards: 90 days from date of permit Over 10,000 up to yards: 120 days from date of permit Over 100,000 cubic											
20.5.1	Single lot in (a non-hillside) location up to 100 cubic yards				\$ 516	114%	\$ 454	100%	-	\$ -	\$ -	\$ -
20.5.2	Single lot in (a hillside) location up to 100 cubic yards				\$ 516	85%	\$ 605	100%	-	\$ -	\$ -	\$ -
20.5.3	101-1,000 cubic yards, for the first 100 cubic yards				\$ 688	114%	\$ 605	100%	-	\$ -	\$ -	\$ -
20.5.4	Plus for each additional 100 cubic yards or fraction thereof				\$ 86	57%	\$ 151	100%	-	\$ -	\$ -	\$ -
20.5.5	1,001-10,000 cubic yards, for the first 1,000 cubic yards				\$ 1,548	79%	\$ 1,965	100%	-	\$ -	\$ -	\$ -
20.5.6	Plus for each additional 1,000 cubic yards or fraction thereof				\$ 172	57%	\$ 302	100%	-	\$ -	\$ -	\$ -
20.5.7	10,001-100,000 cubic yards, for the first 10,000 cubic yards				\$ 3,440	73%	\$ 4,687	100%	-	\$ -	\$ -	\$ -
20.5.8	Plus for each additional 1,000 cubic yards or fraction thereof				\$ 172	142%	\$ 121	100%	-	\$ -	\$ -	\$ -
20.5.9	Over 100,000 cubic yards, for the first 100,000 cubic yards				Actual Cost	100%	\$ 15,572	100%	-	\$ -	\$ -	\$ -
20.5.10	Plus for each additional 1,000 cubic yards or fraction thereof				\$ 172	190%	\$ 91	100%	-	\$ -	\$ -	\$ -
20.6	Special Grading Permit Inspection Fees:											
20.6.1	New Pool - Inspection											
20.6.1.1	< 100 cubic yards				\$ -	0%	\$ 454	100%	-	\$ -	\$ -	\$ -
20.6.1.2	100 -200 cubic yards				\$ -	0%	\$ 605	100%	-	\$ -	\$ -	\$ -
20.6.2	Pool Demolition - Inspection											
20.6.2.1	< 100 cubic yards				\$ -	0%	\$ 454	100%	-	\$ -	\$ -	\$ -
20.6.2.2	100 -200 cubic yards				\$ -	0%	\$ 605	100%	-	\$ -	\$ -	\$ -
21	Hillside Protection											
21.1	Hillside Protection Minor - SFR - 1 lot				\$ 1,278	160%	Deposit \$1,500	100%	1	\$ 2,396	\$ 1,494	\$ 1,494
21.2	Hillside Protection Major - Res - > 1 lot; Non-Res Hillside Protection Extension				\$ 5,110	197%	Deposit \$5,000	100%	-	\$ -	\$ -	\$ -
					\$ 438	64%	\$ 686	100%	-	\$ -	\$ -	\$ -
22	Historic Preservation											
22.1	Certificate of Appropriateness				\$ 968	94%	Deposit \$1,500	100%	-	\$ -	\$ -	\$ -
22.2	Amendment to Certification of Appropriateness				\$ 438	64%	\$ 686	100%	-	\$ -	\$ -	\$ -
22.3	Designation/Termination of Landmark Designation				\$ 1,752	85%	Deposit \$3,000	100%	-	\$ -	\$ -	\$ -
23	IMPROVEMENTS (Major)											
23.1	Permit Processing, Administration & Other Fees											
23.1.1	Pre-Engineering (For initial meeting)				\$ -	0%	\$ 476	100%	-	\$ -	\$ -	\$ -
23.1.2	Pre-Engineering Traffic Review				\$ -	0%	\$ 476	100%	-	\$ -	\$ -	\$ -
23.1.3	Application Processing				\$ -	0%	\$ 132	100%	-	\$ -	\$ -	\$ -
23.1.4	Filing fee exclusive of processing and inspection fees				\$ -	0%	\$ 66	100%	-	\$ -	\$ -	\$ -
23.2	Improvement Plan Review *											
	* Include initial submission and two revisions											
23.2.1	Base Cost (Improvements cost ≤ \$100,000, plus cost per \$5K increment)				\$ -	0%	\$ 238	100%	-	\$ -	\$ -	\$ -
23.2.2	per each addtl \$5,000 increment, or fraction thereof				\$ -	0%	\$ 238	100%	-	\$ -	\$ -	\$ -
23.2.3	Base Cost (improvement cost \$100,001 - \$500,000, plus cost per \$5K increment)				\$ -	0%	\$ 5,002	100%	-	\$ -	\$ -	\$ -
23.2.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof				\$ -	0%	\$ 179	100%	-	\$ -	\$ -	\$ -
23.2.5	Base Cost (Improvement cost > \$500,001, plus cost per \$5K increment)				\$ -	0%	\$ 19,294	100%	-	\$ -	\$ -	\$ -
23.2.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof				\$ -	0%	\$ 119	100%	-	\$ -	\$ -	\$ -

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Cost Recovery Analysis						Annual Estimated Revenue Analysis			
No.	Description	Current Fees (2014)			Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Ping	Eng	Bldg							
25.2 Parcel Maps (Minor Subdivision Maps) - recorded map process											
25.2.1	Parcel Map processing fees										
25.2.2	Parcel Map review										
	Plus Per Lot										
25.2.3											
25.2.4	Parcel Map Filing										
25.2.5	Mylar Maps and Plans Security Deposit: OR Minimum: \$500 (Parcel Map) and \$1,000 (Final Map)										
25.3 Final Maps (Major Subdivision or Tract Maps)											
25.3.1	Final Map processing fees										
25.3.2	Final Map Review										
	Per Lot										
25.3.3											
25.3.4	Map Re-review										
25.3.5	Final Map Filing										
25.3.6	Mylar Maps and Plans Security Deposit: OR Minimum: \$500 (Parcel Map) and \$1,000 (Final Map)										
25.4 Agreements											
25.4.1	Subdivision Agreement										
25.4.2	Amendment to Subdivision Agreement										
25.4.3	Improvement Agreement										
25.4.4	Amendment of Improvement Agreement (Minor Subdivisions)										
25.5 Other Map Changes											
25.5.1	Special engineering analysis										
25.5.2	Charge for Filing of New Street Monuments (each)										
25.5.3	Charge for new lot creation (per lot)										
25.5.4	Lot line adjustment (between 2 parcels)										
25.5.5	Each additional parcel										
25.5.6	Parcel merge (between 2 parcels)										
25.5.7	Each additional parcel										
25.5.8	Certificate of Compliance										
25.5.9	Certification of Correction Review										
25.5.10	Update of City Sanitary Sewer and Storm Drain Base Maps										
25.5.10.1	Minor Subdivision										
25.5.10.2	Major Subdivision										
25.6 Easement, Dedication, Vacation, Abandonment											
25.6.1	Application for vacation or abandonment of property rights										
25.6.2	Acceptance of easements and dedications										
25.6.2.1	Acceptance by City Council										
25.6.2.2	Acceptance by City Staff										
25.6.3	Reversion to acreage or record of survey filing fee										
25.6.4	Assessment District Reapportionment (CMC 78-32)										
25.6.4.1	Application Fee										
25.6.4.2	Review - Hearing Method										
25.6.4.3	Review - Alternative Method										
25.7	Development Plan Review and additional plan checking as required, due to substantial plan alterations										
26 Neighborhood Preservation											
26.1	Reinspection Fee										
26.2	Extension Fee										
26.3	Graffiti and Summary Abatement										

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
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No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Ping	Eng	Bldg								
26.4	Public Nuisance Administrative Fines (Per Government Code Sections 53069.4, 25132(b), and 36900(b))				\$ -							\$ -
	First issuance in 12 months	\$ -	\$ -	\$ 100	\$ 100							\$ -
	Second issuance in 12 months	\$ -	\$ -	\$ 200	\$ 200							\$ -
	Third and subsequent issuance in 12 months	\$ -	\$ -	\$ 500	\$ 500							\$ -
26.5	Annual Multiple Family Rental Dwelling Unit Inspection and Maintenance Fee (per unit)				\$ -							\$ -
	Failure to pay fee after due date	\$ -	\$ -	\$ 49	\$ 49							\$ -
	31 - 60 days after due date, percent of initial fee	\$ -	\$ -	20%	\$ -							\$ -
	61 - 90 days after due date, percent of initial fee	\$ -	\$ -	40%	\$ -							\$ -
	90 days or more after due date, percent of initial fee	\$ -	\$ -	50%	\$ -							\$ -
	Application fee for self certification	\$ -	\$ -	\$ 65	\$ 65							\$ -
26.6	Building and Safety Code Violations (Per Government Code Sections 53069.4, 25132(c), and 36900(c))				\$ -							\$ -
	First issuance in 12 months	\$ -	\$ -	\$ 100	\$ 100							\$ -
	Second issuance in 12 months	\$ -	\$ -	\$ 500	\$ 500							\$ -
	Third and subsequent issuance in 12 months	\$ -	\$ -	\$ 1,000	\$ 1,000							\$ -
26.7	Confiscated Signs (CMC 122-1029)				\$ -							\$ -
	First violation	\$ -	\$ -	\$ 30	\$ 30							\$ -
	Second violation	\$ -	\$ -	\$ 40	\$ 40							\$ -
	Third violation	\$ -	\$ -	\$ 40	\$ 40							\$ -
	Plus Citation	\$ -	\$ -	See 27.d	\$ -							\$ -
	Plus Reinspection Fee	\$ -	\$ -	See 27.a	\$ -							\$ -
26.8	Request for Exemption for Small Collection Facilities for Nonprofit Organizations (CMC 82-113)				\$ -							\$ -
	Fixed Fee	\$ -	\$ -	\$ 250	\$ 250	98%	\$ 255	100%	-	\$ -	\$ -	\$ -
27	Off-Site Street Improvement Program (OSIP) (CMC 78-154)				\$ -							\$ -
27.1	Single family unit (per dwelling unit)			\$ 3,251	\$ 3,251							\$ -
	Secondary living unit			\$ 1,626	\$ 1,626							\$ -
27.2	Multi family unit, including condominium and townhouse (per dwelling unit)			\$ 2,624	\$ 2,624							\$ -
27.3	Commercial (per gross sq. ft.)			\$ 8.81	\$ 9							\$ -
27.4	Office (per gross sq. ft.)			\$ 7.04	\$ 7							\$ -
27.5	Industrial (per gross sq. ft.)			\$ 2.98	\$ 3							\$ -
27.6	Mini-storage (per gross sq. ft.)			\$ 1.51	\$ 2							\$ -
28	Other Community Development Fees				\$ -							\$ -
28.1	Abatement Hearing (by the Zoning Administrator)				\$ 292	21%	\$ 1,372	100%	-	\$ -	\$ -	\$ -
28.2	Street Name Change				\$ 438	32%	\$ 1,372	100%	-	\$ -	\$ -	\$ -
28.2.1	Ping (included 8 hrs for IT and coord with PD, Fire)	\$ 438	\$ -	\$ -	\$ 438							\$ -
28.3	Continuance of Hearing Item				\$ 438	32%	\$ 1,372	100%	-	\$ -	\$ -	\$ -
28.3.1	Continuance by Applicant	\$ 438	\$ -	\$ -	\$ 438							\$ -
28.3.2	Republication and renofication	\$ 219	\$ -	\$ -	\$ 219	100%	cost of publication	100%	-	\$ -	\$ -	\$ -
29	Oversized Load Permit				\$ -							\$ -
29.1	A single day vehicle movement				\$ 16	1%	\$ 16	1%	160	\$ 2,560	\$ 2,560	\$ 2,560
29.2	Multiple movements of a vehicle for a one-year period (special conditions may apply)				\$ 90	6%	\$ 90	6%	36	\$ 3,240	\$ 3,240	\$ 3,240
30	Park Land (Placeholder only; not included in analysis)				\$ -							\$ -
30.1	Rural Residential-Conservation/Low-Density Residential Designations; Park Land Requirement - 697 sq. ft. (per unit)				\$ -							\$ -
	9/1/06			\$ 11,910	\$ 11,910							\$ -
	9/1/07			\$ 13,504	\$ 13,504							\$ -
	9/1/08			\$ 15,098	\$ 15,098							\$ -
	9/1/09			\$ 16,691	\$ 16,691							\$ -
30.2	Medium-Density Designation; Park Land Requirement - 479 sq. ft.				\$ -							\$ -
	9/1/06			\$ -	\$ -							\$ -
	9/1/07			\$ 8,170	\$ 8,170							\$ -
	9/1/08			\$ 9,271	\$ 9,271							\$ -
	9/1/09			\$ 10,370	\$ 10,370							\$ -
				\$ 11,470	\$ 11,470							\$ -
30.3	High-Density Designation; Park Land Requirement - 414 sq. ft. (per unit)				\$ -							\$ -
	9/1/06			\$ 7,055	\$ 7,055							\$ -
	9/1/07			\$ 8,009	\$ 8,009							\$ -
	9/1/08			\$ 8,962	\$ 8,962							\$ -

City of Concord
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 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee	
		Ping	Eng	Bldg									
30.4	Downtown, Seniors and Special Needs Housing Units; Park Land Requirement - 305 sq. ft. (per unit)		\$ 9,914		\$ 9,914								
			\$ 5,233		\$ 5,233								
			\$ 5,924		\$ 5,924								
			\$ 6,613		\$ 6,613								
			\$ 7,304		\$ 7,304								
30.5	Fee for Secondary Unit - shall be fifty percent (50%) of the Rural Residential-Conservation/Low Density Residential Designation (per unit)												
			\$ 5,955		\$ 5,955								
			\$ 6,752		\$ 6,752								
			\$ 7,548		\$ 7,548								
			\$ 8,345		\$ 8,345								
31	Parking, In-Lieu Payment (not included in cost analysis; placeholder for MFS) Per off street parking space that a development is deficient		\$ 1,572	\$ -	\$ 1,572								
32	Preliminary Application												
		Fixed Fee	\$ 1,168	\$ 1,376	\$ -	\$ 2,544	78%	\$ 3,277	100%	3	\$ 7,632	\$ 9,832	\$ 9,832
33	Public Notification												
		Preparation and mailing of public notification to property owners and occupants											
		Fixed Fee	\$ 250	\$ -	\$ -	\$ 250	18%	\$ 1,372	100%	1	\$ 250	\$ 1,372	\$ 1,372
34	Public Support												
34.1	Research, per hour after first 30 minutes	Actual Hours	\$ 146	\$ 172	\$ -	\$ 318	105%	Hourly	100%	-	\$ -	\$ -	\$ -
34.2	Consultation, per hour after first 30 minutes	Actual Hours	\$ 146	\$ 172	\$ -	\$ 318	105%	Hourly	100%	-	\$ -	\$ -	\$ -
35	Recycling - Construction & Demolition Projects												
35.1	Program Fee (CMC 82-120) - Percentage assessed to the permit value of covered projects (CMC 18-116). This fee is capped at \$4,500 and \$18,000 for residential and commercial projects, respectively. This fee is non-refundable.		\$ -	3%	3%	\$ -							
35.2	Request for Exemption for Small Collection Facilities for Nonprofit Organizations (CMC 82-113).		\$ -	\$ 250	\$ -	\$ 250							
35.3	Performance Security Fee (CMC 82-118) - Percentage assessed to the permit value of covered projects (CMC 18-116). The minimum fee is \$250 for projects under \$10,000 in value and \$500 for projects \$10,000 in value, or greater. The maximum fee is capped at \$25,000.												
	Permit Value - \$0 - \$49,999		\$ -	1.5%	1.5%	\$ -							
	Permit Value - \$50,000 or more		\$ -	2%	2%	\$ -							
36	Sewer Connection												
36.1	Application Processing Fee (1-hour minimum) (per hour)		\$ 172		\$ 172								
36.2	Connection Fee												
	Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit)		\$ 5,043		\$ 5,043								
	2-Bedroom Multiple Dwelling Unit (per unit)		\$ 3,731		\$ 3,731								
	1-Bedroom or Studio Multiple Dwelling Unit (per unit)		\$ 2,774		\$ 2,774								
	Secondary Living Unit (per unit)		\$ 2,774		\$ 2,774								
	All other uses (per fixture)		\$ 1,009		\$ 1,009								
	Any connection where the main sewer was installed by the Certificate of Entitlement to Reimbursement procedure		Determined		\$ -								
	Lateral Construction Area		Determined		\$ -								
36.3	Main Trunk reimbursement Fees												
	Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit)		Determined		\$ -								
	2-Bedroom Multiple Dwelling Unit (per unit)		Determined		\$ -								
	1-Bedroom or Studio Multiple Dwelling Unit (per unit)		Determined		\$ -								
	Secondary Living Unit (per unit)		Determined		\$ -								
36.4	All other uses (per fixture) Certificate of Entitlement Reimbursement Fee (CMC Article II, Section 110-40)		\$ 175		\$ 175								

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
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No.	Description	Current Fees (2014)			Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Ping	Eng	Bldg							
36.5	Sewer Service charge (annual)		Table 4, pg D-54		\$ -						
37	Sidewalk Repair Administrative Fee (Sections 5600 et seq. of the CA Streets & Highways Code)	na	\$ 172	na	\$ 172	114%	\$ 151	100%	\$ -	\$ -	
38	Special Administration										
38.1	Agreement processing not related to subdivisions										
38.1.1	Council action not required		\$ 1,548		\$ 1,548	81%	\$ 1,906	100%	\$ -	\$ -	
38.1.2	Council action required		\$ 1,548		\$ 1,548	41%	\$ 3,811	100%	\$ -	\$ -	
38.2	Acceptance of new public improvements		\$ 860		\$ 860	45%	\$ 1,906	100%	\$ -	\$ -	
38.3	After-hours permit request review/approval		\$ -		\$ -	0%	\$ 66	100%	\$ -	\$ -	
38.4	Permit extension request		\$ -		\$ -	0%	\$ 132	100%	\$ -	\$ -	
38.5	Project archiving and closeout (major projects only)		\$ 172		\$ 172	16%	Deposit \$1,500	100%	\$ -	\$ -	
38.6	Penalties										
38.6.1	Penalty for commencing work without permit (note: repeat offenders will be subject to increasing penalties at the discretion of the City Engineer)						2X Permit Fee				
38.6.2	Penalty for work done without scheduling the required inspection (note: repeat offenders will be subject to increasing penalties at the discretion of the City Engineer)						1 additional hour charged per incident				
39	Storm Water Treatment Controls										
39.1	Permit Processing, Administration & Other Fees										
39.1.1	Pre-Engineering (For initial meeting)		\$ -		\$ -	0%	\$ 476	100%	\$ -	\$ -	
39.1.2	Application processing		\$ 172		\$ 172	130%	\$ 132	100%	\$ -	\$ -	
39.1.3	Filing fee exclusive of processing and inspection fees		\$ -		\$ -	0%	\$ 66	100%	\$ -	\$ -	
39.2	Storm Water Treatment Controls Plan Review *										
	* Include initial submission and two revisions										
39.2.1	Base Cost (Improvements cost ≤ \$100,000, plus cost per \$5K increment)		\$ -		\$ -	0%	\$ 238	100%	\$ -	\$ -	
39.2.2	per each addtl \$5,000 increment, or fraction thereof		\$ -		\$ -	0%	\$ 238	100%	\$ -	\$ -	
39.2.3	Base Cost (improvement cost \$100,001 - \$500,000, plus cost per \$5K increment)		\$ -		\$ -	0%	\$ 5,002	100%	\$ -	\$ -	
39.2.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof		\$ -		\$ -	0%	\$ 179	100%	\$ -	\$ -	
39.2.5	Base Cost (Improvement cost > \$500,001, plus cost per \$5K increment)		\$ -		\$ -	0%	\$ 19,294	100%	\$ -	\$ -	
39.2.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof		\$ -		\$ -	0%	\$ 119	100%	\$ -	\$ -	
39.2.7	Plan Re-Check (hourly)		\$ -		\$ -	100%	Hourly	100%	\$ -	\$ -	
39.3	Storm Water Treatment Controls										
39.3.1	Base Improvement cost ≤ \$100,000, plus cost of \$5K increment		\$ -		\$ -	0%	\$ 302	100%	\$ -	\$ -	
39.3.2	per each addtl \$5,000 increment, or fraction thereof		\$ -		\$ -	0%	\$ 302	100%	\$ -	\$ -	
39.3.3	Base Improvement cost \$100,001 - \$500,000, plus cost of \$5K increment		\$ -		\$ -	0%	\$ 6,350	100%	\$ -	\$ -	
39.3.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof		\$ -		\$ -	0%	\$ 227	100%	\$ -	\$ -	
39.3.5	Improvement cost > \$500,001, plus cost of \$5K increment		\$ -		\$ -	0%	\$ 24,493	100%	\$ -	\$ -	
39.3.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof		\$ -		\$ -	0%	\$ 151	100%	\$ -	\$ -	
39.3.7	Review of Operations & Maintenance Agreement		\$ -		\$ -	0%	\$ 1,512	100%	\$ -	\$ -	
39.3.8	Annual Inspection of Stormwater Treatment Control		\$ -		\$ -	0%	\$ 302	100%	\$ -	\$ -	

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

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Fee Activity		Cost Recovery Analysis							Annual Estimated Revenue Analysis									
No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee						
		Plng	Eng	Bldg														
40	TERPS (Terminal Instrument Procedures Study)					Cost + Admin Fee			\$ -	\$ -	\$ -							
41	Tree Preservation & Protection																	
41.1	Heritage Tree Designation					Fixed Fee	\$ 193	\$ -	\$ 193	\$ 1,372	\$ 1,372							
41.2	Tree Removal					Actual Hours	\$ 968	\$ -	\$ 968	141%	Deposit \$1,500							
42	Use Permit																	
42.1	Minor Use Permit																	
42.1.1	Existing building without hearing					Fixed Fee	\$ 1,314	\$ 688	\$ 172	\$ 2,174	138%	\$ 1,575	100%	-	\$ -	\$ -	\$ -	
42.1.2	Existing building with hearing					Fixed Fee	\$ 1,314	\$ 688	\$ 172	\$ 2,174	101%	\$ 2,156	100%	-	\$ -	\$ -	\$ -	
42.1.3	New Construction without hearing					Fixed Fee	\$ 1,314	\$ 688	\$ 172	\$ 2,174	69%	\$ 3,149	100%	-	\$ -	\$ -	\$ -	
42.1.4	New Construction with hearing					Fixed Fee	\$ 1,314	\$ 688	\$ 172	\$ 2,174	42%	\$ 5,236	100%	-	\$ -	\$ -	\$ -	
42.2	Large Family Day Care Home					Fixed Fee	\$ 730	\$ 468	\$ 172	\$ 1,370	51%	\$ 2,687	100%	3	\$ 4,110	\$ 8,062	\$ 8,062	
42.3	Home Based Business - Visiting Clientele					Fixed Fee	\$ 469	\$ -	\$ -	\$ 469	68%	\$ 686	100%	-	\$ -	\$ -	\$ -	
42.4	Wireless Communications Facilities					Fixed Fee	\$ 2,482	\$ 1,032	\$ 86	\$ 3,600	54%	\$ 6,642	100%	5	\$ 18,000	\$ 33,212	\$ 33,212	
42.5	Minor Use Permit Amendment																	
42.5.1	With hearing					Fixed Fee	\$ 483	\$ 172	\$ 86	\$ 741	75%	\$ 994	100%	-	\$ -	\$ -	\$ -	
42.5.2	Without hearing					Fixed Fee	\$ 483	\$ 172	\$ 86	\$ 741	114%	\$ 651	100%	-	\$ -	\$ -	\$ -	
42.6	Minor Use Permit Extension																	
42.6.1	With hearing					Fixed Fee	\$ 387	\$ -	\$ -	\$ 387	56%	\$ 686	100%	-	\$ -	\$ -	\$ -	
42.6.2	Without hearing					Fixed Fee	\$ 387	\$ -	\$ -	\$ 387	113%	\$ 343	100%	-	\$ -	\$ -	\$ -	
42.7	Major Use Permit																	
42.7.1	Existing Building					Actual Hours	\$ 1,314	\$ 344	\$ 172	\$ 1,830	79%	Deposit \$3,000	100%	6	\$ 10,980	\$ 13,980	\$ 13,980	
42.7.2	New Construction					Actual Hours	\$ 5,110	\$ 3,440	\$ 258	\$ 8,808	129%	Deposit \$10,000	100%	2	\$ 17,616	\$ 13,615	\$ 13,615	
42.8	Variance																	
42.8.1	Residential variance					Fixed Fee	\$ 1,460	\$ 344	\$ 86	\$ 1,890	99%	\$ 1,918	100%	-	\$ -	\$ -	\$ -	
42.8.2	Variance (non-residential)					Actual Hours	\$ 2,920	\$ 344	\$ 172	\$ 3,436	136%	Deposit \$3,000	100%	-	\$ -	\$ -	\$ -	
42.8.3	Reasonable Accommodation					Fixed Fee	\$ 146	\$ -	\$ -	\$ 146	21%	\$ 686	100%	-	\$ -	\$ -	\$ -	
42.8.4	Variance Extension					Fixed Fee	\$ 438	\$ -	\$ -	\$ 438	64%	\$ 686	100%	-	\$ -	\$ -	\$ -	
43	Zoning Amendment																	
43.1	Rezoning Application					Actual Hours	\$ 6,588	\$ -	\$ -	\$ 6,588	48%	Deposit \$20,000	100%	1	\$ 6,588	\$ 13,717	\$ 13,717	
43.2	Zoning Text Amendment					Actual Hours	\$ 6,588	\$ -	\$ -	\$ 6,588	48%	Deposit \$20,000	100%	-	\$ -	\$ -	\$ -	
44	Zoning Verification Letter					Fixed Fee	\$ -	\$ -	\$ -	\$ -	0%	\$ 429	100%	-	\$ -	\$ -	\$ -	
OTHER FEES:																		
45	Refund processing fee (for overpayments < \$15 - see notes section)					Fixed Fee						\$ 15						
46	Deposit forfeiture (security deposits or trust accounts left unclaimed after 4 years - see notes section)					Unclaimed Deposit												

City of Concord
COMMUNITY AND ECONOMIC DEVELOPMENT USER & REGULATORY FEE ANALYSIS
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Fee Activity		Cost Recovery Analysis					Annual Estimated Revenue Analysis					
No.	Description	Current Fees (2014)			Combined Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
		Plng	Eng	Bldg								
HOURLY RATE WITH OVERHEAD												
47	Planning Services	[9]	\$ 146				\$ 171					
48	Expedited Planning Services - performed by consultant	[1,10]					Cost + Admin Fee					
Engineering Services												
49.1	Processing	[9]	\$ 172				\$ 132					
49.2	Engineering Plan Check	[9]	\$ 172				\$ 238					
49.3	Engineering Inspection	[9]	\$ 172				\$ 151					
Building Services												
50.1	Processing	[9]		\$ -			\$ 85					
50.2	Plan Check	[9]		\$ 172			\$ 139					
50.3	Inspection	[9]		\$ 109			\$ 122					
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including an administrative fee of 20% to cover the associated Citywide overhead costs.											
TOTAL CED DEPARTMENT												

- Notes**
- [1] Calculation per Building Cost of Service Analysis (COS)
 - [2] New Fee / Significantly Modified Fee Structure
 - [3] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
 - [4] Current Fee listed is for Planning only
 - [5] Recommended policy for combination projects is to collect the deposit for each application as if it is a stand alone application; it is more efficient and cost effective to refund money; see Trust Account Deposit footnotes below (9 and 10)
 - [6] General Plan fee - separate calculation
 - [7] Fee set by State maximum
 - [8] **Security Deposits** are required in an amount equal to the expected cost of restoring City property, public infrastructure or right-of-way to its original condition. Security deposits (otherwise refundable) may be applied by the City to any unpaid fees, hourly charges, or other costs associated with the project, after construction or other pledged purposes have been met. Applicants must request refunds of security deposits within 30 days of acceptance by the City or 30 days of permit finalization (unless otherwise stated in the Master Fee Schedule.) Any deposits unclaimed after four years from the date of the deposit will be forfeited.
 - [9] **Trust Account Deposit Required.** Fees billed on an hourly basis require an upfront deposit of estimated fees (see "Trust Account Information" below); the totals provided on this line item represent the required minimum deposit. The Chief Building Official, City Engineer, Planning Manager or Economic Development Manager may adjust the required minimum deposit based on the project parameters and any additional information they may have.
 - [10] **Trust Account Deposit Required.** All outside consultant costs required for the project are billed at actual cost plus 20% administrative costs; a deposit to a trust account is required prior to any work commencing, and will be calculated based upon the consultant's estimate (including any contingency amount) plus 20%. Funds will be drawn down from the applicant's trust account as needed to pay the actual invoices and associated 20% admin fee on amounts paid.

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Fee Activity	
No.	Description
[11]	Security Deposit Information (Refundable) In instances where the proposed permitted work may result in damage to public right of ways or property, security deposits are generally required. Unless otherwise stated in the Master Fee Schedule or Conditions of Approval, requests for refund of security deposits must be submitted to the City within 30 days of acceptance or permit finalization. All unclaimed deposits are automatically forfeited four years from the date of the deposit.
[12]	Trust Account Information In instances where fees are billed based on actual hours spent, or where a deposit to a trust account is required in order to fund outside costs, a trust account is required to be funded by applicant. Funds will be drawn down from the applicant's trust account as needed to pay the actual hours, outside costs and associated 20% administrative fees. Refunds of unused trust account balances will be provided upon request; any amounts remaining in an inactive trust account will be forfeited by the depositor and/or applicant (if the remaining balance is \$15 or less, account will be considered inactive after one year from date of last transaction, all others will be considered inactive after four years from date of last transaction.)
[13]	Overpayment Information Any permit overpayment made by check of \$15 or more will be processed for refund by check. Such refunds may take up to three weeks. Any permit overpayment made by check less than \$15 will be forfeited by the applicant, as the cost to the City of processing such refunds exceeds the refund amount. Overpayments made by credit card follow the same guidelines unless the charge can be voided and correctly processed.
[14]	See Admin Fees - Consistent with Admin Fees

Fee Basis	Cost Recovery Analysis						Annual Estimated Revenue Analysis			
	Current Fees (2014)			Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
	Ping	Eng	Bldg							

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
A. Building Permit		[9]							
Valuation-Based Inspection Fees		[1]							
1. \$1 - \$2,000	Fixed Fee		0.75	\$ 122	\$ 91	n/a	n/a	\$ 91	100%
2. \$2,001 - \$25,000	Base Cost (For the first \$2,000)		0.75	\$ 122	\$ 91	n/a	n/a	\$ 91	100%
	Each Add'l \$1000 or fraction thereof		0.10	\$ 122	\$ 12	n/a	n/a	\$ 12	100%
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		3.00	\$ 122	\$ 365	n/a	n/a	\$ 365	100%
	Each Add'l \$1000 or fraction thereof		0.12	\$ 122	\$ 15	n/a	n/a	\$ 15	100%
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		6.00	\$ 122	\$ 730	n/a	n/a	\$ 730	100%
	Each Add'l \$1000 or fraction thereof		0.16	\$ 122	\$ 20	n/a	n/a	\$ 20	100%
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		14.08	\$ 122	\$ 1,713	n/a	n/a	\$ 1,713	100%
	Each Add'l \$1000 or fraction thereof		0.13	\$ 122	\$ 16	n/a	n/a	\$ 16	100%
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		67.50	\$ 122	\$ 8,211	n/a	n/a	\$ 8,211	100%
	Each Add'l \$1000 or fraction thereof		0.14	\$ 122	\$ 17	n/a	n/a	\$ 17	100%
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		138.00	\$ 122	\$ 16,786	n/a	n/a	\$ 16,786	100%
	Each Add'l \$1000 or fraction thereof		0.05	\$ 122	\$ 6	n/a	n/a	\$ 6	100%
			1,137.50	\$ 122	\$ 138,363			\$ 138,363	100%

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
Valuation-Based Plan Review Fees		[2]							
1. \$1 - \$2,000	Flat Fee		0.47	\$ 139	\$ 65	n/a	n/a	\$ 65	100%
2. \$2,001 - \$25,000	Base Cost (For the first \$2,000)		0.47	\$ 139	\$ 65	n/a	n/a	\$ 65	100%
	Each Add'l \$1000 or fraction thereof		0.06	\$ 139	\$ 8	n/a	n/a	\$ 8	100%
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		1.75	\$ 139	\$ 243	n/a	n/a	\$ 243	100%
	Each Add'l \$1000 or fraction thereof		0.13	\$ 139	\$ 19	n/a	n/a	\$ 19	100%
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		5.08	\$ 139	\$ 706	n/a	n/a	\$ 706	100%
	Each Add'l \$1000 or fraction thereof		0.11	\$ 139	\$ 15	n/a	n/a	\$ 15	100%
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		10.33	\$ 139	\$ 1,436	n/a	n/a	\$ 1,436	100%
	Each Add'l \$1000 or fraction thereof		0.08	\$ 139	\$ 11	n/a	n/a	\$ 11	100%
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		41.00	\$ 139	\$ 5,697	n/a	n/a	\$ 5,697	100%
	Each Add'l \$1000 or fraction thereof		0.06	\$ 139	\$ 9	n/a	n/a	\$ 9	100%
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		71.67	\$ 139	\$ 9,958	n/a	n/a	\$ 9,958	100%
	Each Add'l \$1000 or fraction thereof		0.01	\$ 139	\$ 1	n/a	n/a	\$ 1	100%
			220.00	\$ 139	\$ 30,568			\$ 30,568	100%

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
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Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
Miscellaneous Plumbing, Electrical and Mechanical Plan Review		[3,9]							
1. \$1 - \$2,000 -Over the Counter	Fixed Fee		0.32	\$ 139	\$ 44	n/a	n/a	\$ 44	100%
2. \$2,001 - \$25,000	Base Cost (For the first \$2,000)		0.32	\$ 139	\$ 44	n/a	n/a	\$ 44	100%
	Each Add'l \$1000 or fraction thereof		0.02	\$ 139	\$ 3	n/a	n/a	\$ 3	100%
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		0.83	\$ 139	\$ 116	n/a	n/a	\$ 116	100%
	Each Add'l \$1000 or fraction thereof		0.07	\$ 139	\$ 10	n/a	n/a	\$ 10	100%
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		2.58	\$ 139	\$ 359	n/a	n/a	\$ 359	100%
	Each Add'l \$1000 or fraction thereof		0.06	\$ 139	\$ 8	n/a	n/a	\$ 8	100%
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		5.50	\$ 139	\$ 764	n/a	n/a	\$ 764	100%
	Each Add'l \$1000 or fraction thereof		0.03	\$ 139	\$ 4	n/a	n/a	\$ 4	100%
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		15.83	\$ 139	\$ 2,200	n/a	n/a	\$ 2,200	100%
	Each Add'l \$1000 or fraction thereof		0.03	\$ 139	\$ 4	n/a	n/a	\$ 4	100%
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		31.33	\$ 139	\$ 4,354	n/a	n/a	\$ 4,354	100%
	Each Add'l \$1000 or fraction thereof		0.00	\$ 139	\$ 1	n/a	n/a	\$ 1	100%
			102.00	\$ 139	\$ 14,173	n/a	n/a		

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Processing	\$	85

Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
Miscellaneous Plumbing, Electrical and Mechanical Permit / Inspection		[4,9]							
1. \$1 - \$2,000	Fixed Fee		0.83	\$ 122	\$ 101	n/a	n/a	\$ 101	100%
2. \$5,001 - \$25,000	Base Cost (For the first \$2,000)		0.83	\$ 122	\$ 101	n/a	n/a	\$ 101	100%
	Each Add'l \$1000 or fraction thereof		0.04	\$ 122	\$ 5	n/a	n/a	\$ 5	100%
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		1.75	\$ 122	\$ 213	n/a	n/a	\$ 213	100%
	Each Add'l \$1000 or fraction thereof		0.04	\$ 122	\$ 5	n/a	n/a	\$ 5	100%
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		2.83	\$ 122	\$ 345	n/a	n/a	\$ 345	100%
	Each Add'l \$1000 or fraction thereof		0.12	\$ 122	\$ 15	n/a	n/a	\$ 15	100%
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		9.00	\$ 122	\$ 1,095	n/a	n/a	\$ 1,095	100%
	Each Add'l \$1000 or fraction thereof		0.05	\$ 122	\$ 7	n/a	n/a	\$ 7	100%
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		30.50	\$ 122	\$ 3,710	n/a	n/a	\$ 3,710	100%
	Each Add'l \$1000 or fraction thereof		0.06	\$ 122	\$ 7	n/a	n/a	\$ 7	100%
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		60.00	\$ 122	\$ 7,298	n/a	n/a	\$ 7,298	100%
	Each Add'l \$1000 or fraction thereof		0.04	\$ 122	\$ 5	n/a	n/a	\$ 5	100%
			864.50	\$ 122	\$ 105,156			\$ 105,156	100%

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
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Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
E. Miscellaneous Building Fees									
1 Administrative Fee		[9]							
A variable fee = A + Bv where v = valuation associated with permit									
A = fix fee component =									
Fixed Fee			0.42	\$ 85	\$ 35	\$30.00	n/a	\$ 35	100%
B = variable fee component =									
Per valuation			0.00000733	\$ 85	\$ 0.001	n/a	n/a	\$ 0.001	100%
not to exceed maximum fee =\$500									
2 Solar PV Permit Fee									
A variable fee = A + Bx where x = kvh rating of PV system									
Plan Review									
			0.50	\$ 139	\$ 69				
Inspection									
			1.00	\$ 122	\$ 122				
A = fix fee component =									
Fixed Fee		[8]	subtotal		\$ 191	n/a	n/a	\$ 191	100%
Plan Review									
			0.00833	\$ 139	\$ 1				
Inspection									
			0.05	\$ 122	\$ 6				
B = variable fee component =									
Per kvh rating of PV system		[8]	subtotal		\$ 7	n/a	n/a	\$ 7	100%
3 Reroof Permit Fee		[7]							
Fee = A + Bx where x = area of roofing in square feet									
A = fix fee component =									
Fixed Fee		[8]	0.50	\$ 122	\$ 61	n/a	n/a	\$ 61	100%
B = variable fee component =									
Per Sq. Ft.		[8]	0.00050	\$ 122	\$ 0.06	n/a	n/a	\$ 0.06	100%
4 Portable Spas and Portable Pools Placed at Grade (Single Family and Duplex Residential Only)									
Plan Review									
			0.25	\$ 139	\$ 35				
Inspection									
			0.50	\$ 122	\$ 61				
Fixed Fee			subtotal		\$ 96	\$ 153	160%	\$ 96	100%

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
5 Reinspection Fees									
For second and each additional reinspection:									
5.1 During Normal Business Hours - per hour	Hourly		1.00	\$ 122	\$ 122	\$ 92	76%	\$ 122	100%
5.2 Outside Normal Business Hours - * 2 hour minimum	Hourly		2.00	\$ 122	\$ 243	\$ 184	76%	\$ 243	100%
6 Additional Inspection Fee	Hourly		1.00	\$ 122	\$ 122	\$ 92	76%	\$ 122	100%
7 Additional Plan Review Fee	Hourly		1.00	\$ 139	\$ 139	\$ 117	84%	\$ 139	100%
8 Expedited Plan Review (Using Outside Consultants) Actual Cost (including Admin Cost)	Cost + Admin Fee							Cost + Admin Fee	100%
9 Multi-Family Rental Inspection Fee									
9.1 Program Fee		[5]							
For Complexes not the Self-Certification Program:									
A variable fee = A + Bx + Cy where x = number units inspected, and y = total number of units in complex, and									
A = fix fee component	Fixed Fee		0.83	\$ 122	\$ 101	\$ -	0%	\$ 101	100%
B = variable fee component	Per Unit		0.38	\$ 122	\$ 47	\$ 49	105%	\$ 47	100%
Processing Inspection			0.02	\$ 85	\$ 2				
			0.10	\$ 122	\$ 12				
C = variable fee component	# Units Per Complex		subtotal		\$ 13	\$ -	0%	\$ 13	100%
For Complexes in the Self-Certification Program:									
A variable fee = A + Bx + Cy where x = number units inspected, and y = total number of units in complex, and									
A = fix fee component	Fixed Fee		0.83	\$ 122	\$ 101	\$ -	0%	\$ 101	100%
B = variable fee component	Per Unit		0.38	\$ 122	\$ 47	\$ 49	105%	\$ 47	100%
Processing Inspection			0.02	\$ 85	\$ 2				
			0.10	\$ 122	\$ 12				
C = variable fee component	# Units Per Complex		subtotal		\$ 13	\$ -	0%	\$ 13	100%

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$ 122
Fully-Burdened Hourly Rate Plan Review	\$ 139
Fully-Burdened Hourly Rate Processing	\$ 85

Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
9.2 Unit Re-Inspection Fee (per visit) A variable fee = D + Ex where x = number of units inspected D = fix fee component E = variable fee component	Fixed Fee		0.50	\$ 122	\$ 61	\$ -	0%	\$ 61	100%
	Per Unit		0.21	\$ 122	\$ 26	\$ -	0%	\$ 26	100%
9.3 Enforcement Inspection - Units (per visit) A variable fee = A + Bx where x = number of units inspected A = fix fee component B = variable fee component	Fixed Fee	[6]	0.83	\$ 122	\$ 101	\$ -	0%	\$ 101	100%
	Per Unit		0.38	\$ 122	\$ 47	\$ -	0%	\$ 47	100%
9.4 Enforcement Inspection - Site	Hourly	[6]	1.00	\$ 122	\$ 122	\$ 109	90%	\$ 122	100%
9.5 Self Certification Application Fee (Per Complex) Processing Inspection	Per Complex	[10]	0.33	\$ 85	\$ 28	\$ 65	38%	\$ 170	100%
			1.17	\$ 122	\$ 142				
			subtotal		\$ 170				
9.6 Site Re-Inspection	Hourly		1.00	\$ 122	\$ 122	\$ 109	90%	\$ 122	100%

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
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Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Processing	\$	85

Activity	Unit	Notes	Activity Service Cost Analysis			Cost Recovery Analysis			
			Estimated Average Labor Time Per Unit (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level / Deposit	Recommended Cost Recovery Percentage
10 Imaging Fee <=11x17 >11x17	Per Sheet				\$ 1.70	\$1.50	88%	\$ 1.70	100%
	Per Sheet				\$ 3.90	\$3.50	90%	\$ 3.90	100%
11 Technology Fee Building Planning Engineering	Percent of Fee	[7]						7%	
	Percent of Fee	[7]						7%	
	Percent of Fee	[7]						7%	
TOTAL BUILDING									

- [1] **Valuation-Based Inspection Fees:** Includes required inspections for all construction codes adopted by the City. For projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work, use the Valuation-Based PEM Inspection Fees table instead
- [2] **Valuation-Based Plan Review Fees:** Includes required plan review for all construction codes adopted by the City. For projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work, use the Valuation-Based PEM Plan Review Fees table instead. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate)
- [3] **Valuation-Based Plumbing, Electrical and/or Mechanical Plan Review Fees:** Includes required plan review for projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work. For work that includes other construction codes, use the Valuation-Based Plan Review Fees table instead. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate.
- [4] **Valuation-Based Plumbing, Electrical, and/or Inspection Fees:** Includes required inspections for projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work. For work that includes other construction codes, use the Valuation-Based Inspection Fees table instead.
- [5] **Multi-Family Rental Inspection Fee -** The Program Fee applies to both non-self-certification properties and to self-certification properties. The 'C' component will apply to all non-self-certification properties in each year of the program cycle. The "C" component for self-certification properties will only apply to the first year of their assigned program cycle.
- [6] **Multi-Family Rental Inspection Fee -** Fee only applies when alleged violations are confirmed by inspector.
- Technology Fee -** Percent of Fee collected on administrative processing, plan review and inspection fees
- [7] **Technology Fee -** Percent of Fee collected on administrative processing, plan review and inspection fees
- [8] Current Fee structure does not match proposed structure, therefore no current fee is included for comparison
- [9] Proposed Fee Structure replaces the current Table 3A, 3B and 3C
- [10] Reduced volume count to 5 estimated at year

CITY OF CONCORD
 COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
 User Fee Study
 Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
A. Building Permit		[9]		\$ 1,075,000		
Valuation-Based Inspection Fees		[1]				
1. \$1 - \$2,000	Fixed Fee		47	n/a	\$ 4,288	\$ 4,288
2. \$2,001 - \$25,000	Base Cost (For the first \$2,000) Each Add'l \$1000 or fraction thereof		619	n/a	\$ 56,470	\$ 56,470
			5,582	n/a	\$ 66,426	\$ 66,426
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000) Each Add'l \$1000 or fraction thereof		73	n/a	\$ 26,639	\$ 26,639
			873	n/a	\$ 12,746	\$ 12,746
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000) Each Add'l \$1000 or fraction thereof		43	n/a	\$ 31,383	\$ 31,383
			1,112	n/a	\$ 21,873	\$ 21,873
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000) Each Add'l \$1000 or fraction thereof		63	n/a	\$ 107,923	\$ 107,923
			8,434	n/a	\$ 136,968	\$ 136,968
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000) Each Add'l \$1000 or fraction thereof		8	n/a	\$ 65,684	\$ 65,684
			1,431	n/a	\$ 24,542	\$ 24,542
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000) Each Add'l \$1000 or fraction thereof		4	n/a	\$ 67,144	\$ 67,144
			60,720	n/a	\$ 388,608	\$ 388,608

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
Valuation-Based Plan Review Fees		[2]		\$ 677,000		
1. \$1 - \$2,000	Flat Fee		12	n/a	\$ 778	\$ 778
2. \$2,001 - \$25,000	Base Cost (For the first \$2,000)		265	n/a	\$ 17,183	\$ 17,183
	Each Add'l \$1000 or fraction thereof		2,821	n/a	\$ 21,863	\$ 21,863
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		53	n/a	\$ 12,887	\$ 12,887
	Each Add'l \$1000 or fraction thereof		697	n/a	\$ 12,915	\$ 12,915
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		37	n/a	\$ 26,134	\$ 26,134
	Each Add'l \$1000 or fraction thereof		974	n/a	\$ 14,211	\$ 14,211
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		64	n/a	\$ 91,890	\$ 91,890
	Each Add'l \$1000 or fraction thereof		8,100	n/a	\$ 86,265	\$ 86,265
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		6	n/a	\$ 34,181	\$ 34,181
	Each Add'l \$1000 or fraction thereof		1,321	n/a	\$ 11,255	\$ 11,255
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		1	n/a	\$ 9,958	\$ 9,958
	Each Add'l \$1000 or fraction thereof		2,500	n/a	\$ 2,700	\$ 2,700

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
Miscellaneous Plumbing, Electrical and Mechanical Plan Review		[3,9]		\$69,000.00		
1. \$1 - \$2,000 -Over the Counter	Fixed Fee		12	n/a	\$ 528	\$ 528
2. \$2,001 - \$25,000	Base Cost (For the first \$2,000)		265	n/a	\$ 11,660	\$ 11,660
	Each Add'l \$1000 or fraction thereof		2,821	n/a	\$ 8,802	\$ 8,802
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		53	n/a	\$ 6,137	\$ 6,137
	Each Add'l \$1000 or fraction thereof		697	n/a	\$ 6,782	\$ 6,782
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		37	n/a	\$ 13,281	\$ 13,281
	Each Add'l \$1000 or fraction thereof		974	n/a	\$ 7,899	\$ 7,899
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		64	n/a	\$ 48,909	\$ 48,909
	Each Add'l \$1000 or fraction thereof		8,100	n/a	\$ 29,079	\$ 29,079
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		6	n/a	\$ 13,200	\$ 13,200
	Each Add'l \$1000 or fraction thereof		1,321	n/a	\$ 5,694	\$ 5,694
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		1	n/a	\$ 4,354	\$ 4,354
	Each Add'l \$1000 or fraction thereof		-	n/a	\$ -	\$ -

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
Miscellaneous Plumbing, Electrical and Mechanical Permit / Inspection		[4,9]		\$409,000.00		
1. \$1 - \$2,000	Fixed Fee		12	n/a	\$ 1,216	\$ 1,216
2. \$5,001 - \$25,000	Base Cost (For the first \$2,000)		265	n/a	\$ 26,862	\$ 26,862
	Each Add'l \$1000 or fraction thereof		2,821	n/a	\$ 13,682	\$ 13,682
3. \$25,001 - \$50,000	Base Cost (For the first \$25,000)		53	n/a	\$ 11,282	\$ 11,282
	Each Add'l \$1000 or fraction thereof		697	n/a	\$ 3,673	\$ 3,673
4. \$50,001 - \$100,000	Base Cost (For the first \$50,000)		37	n/a	\$ 12,752	\$ 12,752
	Each Add'l \$1000 or fraction thereof		974	n/a	\$ 14,610	\$ 14,610
5. \$100,001 - \$500,000	Base Cost (For the first \$100,000)		64	n/a	\$ 70,063	\$ 70,063
	Each Add'l \$1000 or fraction thereof		8,100	n/a	\$ 52,974	\$ 52,974
6. \$500,001 - \$1,000,000	Base Cost (For the first \$500,000)		6	n/a	\$ 22,260	\$ 22,260
	Each Add'l \$1000 or fraction thereof		1,321	n/a	\$ 9,485	\$ 9,485
7. \$1,000,001 and up	Base Cost (For the first \$1,000,000)		1	n/a	\$ 7,298	\$ 7,298
	Each Add'l \$1000 or fraction thereof		-	n/a	\$ -	\$ -

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
E. Miscellaneous Building Fees						
1 Administrative Fee		[9]				
A variable fee = A + Bv where v = valuation associated with permit A = fix fee component = B = variable fee component = not to exceed maximum fee =\$500						
Fixed Fee			4,812	\$ 144,360	\$ 170,768	\$ 170,768
Per valuation			-	\$ -	\$ -	\$ -
2 Solar PV Permit Fee						
A variable fee = A + Bx where x = kvh rating of PV system Plan Review Inspection A = fix fee component =						
Fixed Fee		[8]	814	\$ 95,075	\$ 155,564	\$ 155,564
Plan Review Inspection						
B = variable fee component =	Per kvh rating of PV system	[8]	-	\$ -	\$ -	\$ -
3 Reroof Permit Fee		[7]				
Fee = A + Bx where x = area of roofing in square feet A = fix fee component = B = variable fee component =						
Fixed Fee		[8]	457	\$ 80,565	\$ 27,794	\$ 27,794
Per Sq. Ft.		[8]	457	\$ -	\$ 28	\$ 28
4 Portable Spas and Portable Pools Placed at Grade (Single Family and Duplex Residential Only)						
Plan Review Inspection						
Fixed Fee			-	\$ -	\$ -	\$ -

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Inspection	\$	122
Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
5 Reinspection Fees						
For second and each additional reinspection:						
5.1 During Normal Business Hours - per hour	Hourly		3	\$ 273	\$ 361	\$ 361
Outside Normal Business Hours -						
5.2 * 2 hour minimum	Hourly		-	\$ -	\$ -	\$ -
6 Additional Inspection Fee	Hourly		3	\$ 273	\$ 361	\$ 361
7 Additional Plan Review Fee	Hourly		284	\$ 33,274	\$ 39,516	\$ 39,516
8 Expedited Plan Review (Using Outside Consultants) Actual Cost (including Admin Cost)	Cost + Admin Fee					
9 Multi-Family Rental Inspection Fee						
9.1 Program Fee		[5]				
For Complexes not the Self-Certification Program:						
A variable fee = A + Bx + Cy						
where x = number units inspected, and						
y = total number of units in complex, and						
A = fix fee component	Fixed Fee		211	\$ -	\$ 21,379	\$ 21,379
B = variable fee component	Per Unit		819	\$ 53,475	\$ 38,132	\$ 38,132
Processing Inspection						
C = variable fee component	# Units Per Complex		3,274	\$ -	\$ 43,924	\$ 43,924
For Complexes in the Self-Certification Program:						
A variable fee = A + Bx + Cy						
where x = number units inspected, and						
y = total number of units in complex, and						
A = fix fee component	Fixed Fee		184	\$ -	\$ 18,644	\$ 18,644
B = variable fee component	Per Unit		1,573	\$ 61,662	\$ 73,282	\$ 73,282
Processing Inspection						
C = variable fee component	# Units Per Complex		6,292	\$ -	\$ 84,413	\$ 84,413

CITY OF CONCORD
 COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
 User Fee Study
 Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Plan Review	\$	139
Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
9.2 Unit Re-Inspection Fee (per visit) A variable fee = D + Ex where x = number of units inspected D = fix fee component E = variable fee component	Fixed Fee Per Unit		- -	\$ - \$ -	\$ - \$ -	\$ - \$ -
9.3 Enforcement Inspection - Units (per visit) A variable fee = A + Bx where x = number of units inspected A = fix fee component B = variable fee component	Fixed Fee Per Unit	[6]	- -	\$ - \$ -	\$ - \$ -	\$ - \$ -
9.4 Enforcement Inspection - Site	Hourly	[6]	-	\$ -	\$ -	\$ -
9.5 Self Certification Application Fee (Per Complex) Processing Inspection	Per Complex	[10]	61	\$ 3,987	\$ 852	\$ 852
9.6 Site Re-Inspection	Hourly		-	\$ -	\$ -	\$ -

CITY OF CONCORD
COMMUNITY ECONOMIC DEVELOPMENT - BUILDING
User Fee Study
Direct Labor Cost Detail - Fiscal Year 14/15 Budget

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Fully-Burdened Hourly Rate Processing	\$	85

Annual Estimated Revenue Analysis

Activity	Unit	Notes	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
10 Imaging Fee						
<=11x17	Per Sheet		33,000	\$ 49,500	\$ 56,181	\$ 56,181
>11x17	Per Sheet		2,688	\$ 9,408	\$ 10,490	\$ 10,490
11 Technology Fee						
Building	Percent of Fee	[7]		\$ -	\$ 158,585	
Planning	Percent of Fee	[7]		\$ -	\$ 21,415	
Engineering	Percent of Fee	[7]		\$ -	\$ 80,401	
TOTAL BUILDING				\$ 2,761,852	\$ 2,764,001	\$ 2,503,600

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- [2] **Valuation-Based Plan Review Fees:** Includes required plan review for all construction codes adopted by the City. For projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work, use the Valuation-Based PEM Plan Review Fees table instead. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate)
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- [6] **Multi-Family Rental Inspection Fee -** Fee only applies when alleged violations are confirmed by inspector.
- Technology Fee -** Percent of Fee collected on administrative processing, plan review and inspection fees
- [7]
- [8] Current Fee structure does not match proposed structure, therefore no current fee is included for comparison
- [9] Proposed Fee Structure replaces the current Table 3A, 3B and 3C
- [10] Reduced volume count to 5 estimated at year

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			
Group	Permit Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
	POLICE FEES							
1	Alarm Systems							
1.1	Alarm system use permit fee (CMC 18-93(e))	0.17	\$ 122	\$ 21	\$ 40	192%	\$ 21	100%
1.2	False alarm service charges (CMC 18-95)							
1.2.1	False alarm 4, 5, and 6 in any 60-day period				\$ 135			
1.2.2	False alarm 9, 10, 11 in any 360-day period				\$ 135			
1.2.3	False alarm 7 and 8 in any 60-day period				\$ 270			
1.2.4	False alarm 12 and 13 in any 360-day period				\$ 270			
1.2.5	Each additional false alarm after the 8th in any 60-day period				\$ 401			
1.2.6	Each additional false alarm after the 13th in any 360-day period				\$ 401			
	False Alarm Response							
	Sworn	0.57	\$ 202	\$ 115				
	Non-Sworn	0.08	\$ 122	\$ 10				
				\$ 124				
2	Clearance Letters							
2.1	Fee for resident	0.08	\$ 122	\$ 10	\$ 30	307%	\$ 10	100%
2.2	Fee for non-resident	0.08	\$ 122	\$ 10	\$ 45	460%	\$ 10	100%
3	Concealed Weapons Dealer Permit (P&P 81) (confirm weapons dealer)							
3.1	Initial fee	1.00	\$ 202	\$ 202	\$ 520	257%	\$ 202	100%
3.2	Annual renewal of existing license	0.50	\$ 202	\$ 101	\$ 115	114%	\$ 101	100%
4	Emergency Response Cost Recovery							
4.1	Recovery of expenses for police emergency response as permitted by Government Code, Title 5, Article 8, Sections 53150-53158, Not to exceed \$12K per incident - Per Hour (2 hour minimum)	1.00	\$ 202	\$ 202	\$ 140	69%	\$ 202	100%
4.2	Emergency Response Administrative Fee	1.00	\$ 122	\$ 122	\$ 100	82%	\$ 122	100%
5	Fingerprint Services (Non-criminal)							
	Rolling fee / livescan	0.33	\$ 122	\$ 41	\$ 41	101%	\$ 41	100%
6	Concealed weapons permits							
6.1	City processing fee	1.00	\$ 202	\$ 202	\$ 155	77%	\$ 202	100%
6.2	Annual renewal City processing fee	1.00	\$ 202	\$ 202	\$ 41	20%	\$ 202	100%
7	Gun Storage Services Pursuant to Court Orders							
7.1	Administration Processing Fee per incident	1.50	\$ 122	\$ 183	\$ 60	33%	\$ 183	100%
7.2	Storage Fee per month (or any fraction thereof) per gun	0.05	\$ 122	\$ 6	\$ 5	82%	\$ 6	100%
8	Parking Enforcement							
8.1	California Vehicle Code							
8.2	Concord Municipal Code							
8.3	Late Fees							
8.3.1	Sections 22507.8a, 22507.8b, 22507.8c, 22511.57a, 22511.57b, 22511.57c, 22522				\$ 0.20			
8.3.2	All other sections (percent of fine)				\$ 1			
8.3.3	Department of Motor Vehicles (DMV) hold (per hold)				\$ 20			
8.3.4	State Franchise Board (FTB) Fee - Social Security Request				\$ 20			
8.3.5	State Franchise Board (FTB) Fee - percent of outstanding balance submittals				\$ 0			

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Group	Fee Activity Permit Description	Activity Service Cost Analysis			Cost Recovery Analysis			
		Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
9	Police reports							
	Per copy - public records	[5]			\$ 0.10		\$ 0.10	
10	Processing of Photographs							
10.1	Electronic Data Request (existing file)	[6]	0.05	\$ 122	\$ 6	409%	\$ 6	100%
10.2	Electronic Data Request (non-existing file; copy of producing disk & mailing)	[6]	0.25	\$ 122	\$ 31	82%	\$ 31	100%
11	Review of Local Criminal History							
	Summary information by individuals who may have records with Police Department (non-refundable)		0.17	\$ 122	\$ 21	216%	\$ 21	100%
12	Rotation Towing Services (CMC 54-155)							
12.1	Application and Administration Fees							
12.1.1	Initial application fee for Rotational Tow Truck Business		1.50	\$ 122	\$ 183	232%	\$ 183	100%
12.1.2	Driver Application Fee - New	[3]	0.50	\$ 122	\$ 61	198%	\$ 61	100%
12.1.3	Driver Application Fee - Renewal		0.25	\$ 122	\$ 31	252%	\$ 31	100%
12.1.4	Driver Transfer Fee		0.17	\$ 122	\$ 21	385%	\$ 21	100%
12.1.5	Replacement I.D. card		0.08	\$ 122	\$ 10	460%	\$ 10	100%
12.1.6	Franchise Fee Per Tow	[1]			\$ 30			
12.2	Maximum Rates Chargeable by Rotation List Towing Operators	[1]						
	Straight tow of one hour or less	[1]			\$ 175			
	Tow with dolly or car carrier when necessary. Operator must indicate on tow bill why a dolly or car carrier was used	[1]			\$ 195			
	Tow services exceeding one hour or Per 15-minute intervals	[1]			\$ 175			
	Non-tow service call - per half hour	[1]			\$ 44			
	Per towed mile outside the City limits	[1]			\$ 40			
	No mileage may be charged for towing to an operator's lot located outside the City limits	[1]			\$ 6			
	Daily storage fee from midnight to midnight	[1]			\$ 55			
	Gate release charge for vehicle pickup before 8 a.m. or after 5 p.m.	[1]			\$ 60			
	Release fee per vehicle	[1]			\$ 50			
	Drop Fee per vehicle	[1]			\$ 88			
	Class B (26,001 GVW) tow of one hour or less	[1]			\$ 225			
	Daily storage fee from midnight to midnight - Class B	[1]			\$ 55			
	Class C (48,000 GVW) tow of one hour or less	[1]			\$ 275			
	Daily storage fee from midnight to midnight - Class C	[1]			\$ 125			
	Class D (52,000 GVW) tow of one hour or less	[1]			\$ 325			
	Daily storage fee from midnight to midnight - Class D	[1]			\$ 140			
	Low Boy Trailer	[1]			\$ 135			
12.3	Rates for City of Concord Tows	[1]						
	Class A (14,000 minimum GVW) per hour	[1]			Free			
	Class B (26,001 minimum GVW) per hour	[1]			\$ 125			
	Class C (48,000 minimum GVW) per hour	[1]			\$ 135			
	Class D (52,000 minimum GVW) per hour	[1]			\$ 145			
	Low Boy Trailer	[1]			\$ 135			
12.4	Tow Management Software fee (Administrative Fee)	[1]			\$ 10			

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			
Group	Permit Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
13	Second Hand Dealer Administrative processing fee (Covers the Two Year Permit Period)	5.00	\$ 122	\$ 612	\$ 752	123%	\$ 612	100%
14	Vehicle Abatement Administration Fee - Vehicle Abatement Procedure	0.25	\$ 122	\$ 31	\$ 105	343%	\$ 31	100%
15	Vehicle Identification Numbers Administration Fee - Vehicle Abatement Procedure	0.25	\$ 202	\$ 51	\$ 50	99%	\$ 51	100%
16	Vehicle Inspection and Citation Sign Off							
16.1	Concord Resident	0.17	\$ 122	\$ 21	\$ 15	72%	\$ 21	100%
16.2	Non-Concord Resident	0.17	\$ 122	\$ 21	\$ 20	96%	\$ 21	100%
BUSINESS, PROFESSIONS AND TRADES FEES								
17	Administrative Processing Fee for Business Licenses or Permits							
17.1	Administrative processing fee issue of new license or permits	[7] 0.75	\$ 87	\$ 66	\$ 18	27%	\$ 66	100%
17.2	Administrative processing fee renewal of license or permits	[7] 0.50	\$ 87	\$ 44	\$ 18	41%	\$ 44	100%
17.3	Business License Exemption Audit Fee	[7] 2.50	\$ 87	\$ 219	\$ 284	130%	\$ 219	100%
18	Cardroom Permits							
18.1	Application fees (CMC 6-121.(d)(12))				No Fee		No Fee	
18.2	Annual cardroom license fee (CMC 6-121.(j))	3.00	\$ 202	\$ 607	\$ 525	87%	\$ 607	
18.3	Annual per table fee (CMC 6-121.(j))	3.00	\$ 202	\$ 607	\$ 525	87%	\$ 607	
18.4	Assignment or transfer of license fee (CMC 6-121.(n))				No Fee		No Fee	
18.5	Cardroom Employee Work Permit:							
18.5.1	Work permit fee (CMC 6-123.(d))	0.25	\$ 202	\$ 51	\$ 45	89%	\$ 51	
18.5.2	Renewal application fee (CMC 6-123.(c))	0.33	\$ 122	\$ 41	\$ 45	110%	\$ 41	
18.5.3	Duplicate ID cards for cardroom employees	0.17	\$ 122	\$ 21	\$ 19	91%	\$ 21	
18.6	Fingerprinting processing fee				\$ 41		\$ 41	
18.7	Administrative processing fee				See 17		See 17	
19	Door-to-Door Solicitation Permits							
	Application and Investigation Fee	0.17	\$ 202	\$ 34	\$ 27	80%	\$ 34	
20	Entertainment Permits (CMC 6-193(8))							
20.1	Application fee	1.00	\$ 202	\$ 202	\$ 150	74%	\$ 202	
20.2	Permit fee							
20.2.1	Resident	0.17	\$ 122	\$ 20	\$ 20	98%	\$ 20	
20.2.2	Nonresident	0.17	\$ 122	\$ 20	\$ 30	147%	\$ 20	
20.3	Fingerprinting processing fee				\$ 41		\$ 41	
20.4	Administrative processing fee				See 17		See 17	
20.5	Late application renewal fee (entertainment permit approved after expiration of existing permit)				\$ 75		\$ 75	
21	Escort Service Permits (CMC 18-121 - 18-130)							
21.1	License (owner)	3.00	\$ 202	\$ 607	\$ 530	87%	\$ 607	
21.2	Permit (employee)	0.50	\$ 202	\$ 101	\$ 92	91%	\$ 101	
21.3	Fingerprinting processing fee (as set by State and Federal agencies 11/92)				Actual Cost		Actual Cost	
21.4	Administrative processing fee				See 17		See 17	
22	Massage Parlors, Out-Call Massage Services, and Massage Therapy Technician Permits							
22.1	Massage parlor permit fee (CMC 18-277.(b))	0.75	\$ 202	\$ 152	\$ 138	91%	\$ 152	
22.2	Massage Therapy Technician permit fee (CMC 18-278(b))	0.50	\$ 202	\$ 101	\$ 72	71%	\$ 101	

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			
Group	Permit Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
22.3	Administrative processing fee				See 17		See 17	
22.4	Fingerprinting processing fee				\$ 41		\$ 41	
23	Public Motor Vehicle Permits							
	Vehicle Permit (CMC 118-58(a))							
23.1	Annual permit fee - 1st vehicle	1.00	\$ 202	\$ 202	\$ 179	88%	\$ 202	
23.2	Application processing fee for Taxi Business (includes State fee)	2.50	\$ 202	\$ 506	\$ 440	87%	\$ 506	
23.3	Each additional vehicle	0.50	\$ 202	\$ 101	\$ 92	91%	\$ 101	
23.4	Late payment penalty (per month)				20%		20%	
	Maximum (cumulative)				50%		50%	
23.5	Reinspection fee (CMC 118-90(l))	0.17	\$ 202	\$ 34	\$ 25	74%	\$ 34	
23.6	Administrative processing fee				See 17		See 17	
	Driver Permits (CMC 118-72(a))							
23.7	Application fee - New (02-07-12)	0.75	\$ 202	\$ 152	\$ 121	80%	\$ 152	
	Plus State and FBI Livescan fee				Actual Cost		Actual Cost	
23.8	Application fee - non-resident	0.75	\$ 202	\$ 152	\$ 77	51%	\$ 152	
	Plus State fee				Actual Cost		Actual Cost	
23.9	Fingerprinting processing fee				\$ 41		\$ 41	
23.10	Administrative processing fee				See 17		See 17	
23.11	Driver Transfer Fee	0.67	\$ 122	\$ 82	\$ 80	98%	\$ 82	
23.12	Replacement Driver ID Card	0.17	\$ 122	\$ 21	\$ 45	216%	\$ 21	
23.13	Taxicab Rates (CMC 118-88,(d))							
	Drop fee				\$ 3.05		\$ 3.05	
	Each 1/10 mile thereafter				\$ 0.30		\$ 0.30	
	or Each mile thereafter				\$ 3.00		\$ 3.00	
	Delivery - meter rate plus				\$ 4.25		\$ 4.25	
	Waiting time, traffic delay per every 36 seconds				\$ 0.30		\$ 0.30	
	Waiting Time, traffic delay per hour				\$ 30.00		\$ 30.00	
24	Tobacco Retailers License (CMC 38-70)							
24.1	Administrative and Enforcment Fee	1.00	\$ 202	\$ 202	\$ 175	87%	\$ 202	
24.2	Hearing Fee	2.00	\$ 202	\$ 405	\$ 375	93%	\$ 405	
24.3	Re-Inspection Fee	0.67	\$ 202	\$ 135	\$ 120	89%	\$ 135	

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Activity Service Cost Analysis			Cost Recovery Analysis			
Group	Permit Description	Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
25	Video Games Permits							
25.1	Use permit application fee to Police Department to cover cost of investigation (CMC 6-234) (Does not include State fingerprint processing fee)	3.68	\$ 202	\$ 745	\$ 677	91%	\$ 745	
25.2	Manager's license fee to Police Department to cover cost of investigation. (Charged only if manager is not a Use Permit applicant.) (CMC 6-236) (Does not include required State fingerprint processing fee)	2.50	\$ 202	\$ 506	\$ 440	87%	\$ 506	
25.3	Administrative processing fee				See 17		See 17	
OTHER FEES								
26	Referee Sample Request * * Plus actual costs for shipping if applicable	1.08	\$ 122	\$ 132	\$ 41	31%	\$ 132 Actual Costs	100%
HOURLY RATES								
	Sworn	1.00	\$ 202	\$ 202				
	Non-Sworn	1.00	\$ 122	\$ 122				
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.							

TOTAL POLICE DEPARTMENT

Notes

- [1] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
- [2] Cost provided for informational purposes only
- [3] Plus State fingerprint processing fee.
- [4] Fingerprint fees do not include any federal, state, or other agency fingerprint charge; which may be added at time of service based on current rates
- [5] Per copy fee; consistent with City Clerk's office
- [6] New Fee
- [7] Service provided by Finance

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Annual Estimated Revenue Analysis			
Group	Permit Description	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
POLICE FEES					
1 Alarm Systems					
1.1	Alarm system use permit fee (CMC 18-93(e))	900	\$ 36,000	\$ 18,712	\$ 18,712
1.2	False alarm service charges (CMC 18-95)				
1.2.1	False alarm 4, 5, and 6 in any 60-day period	70	\$ 9,450	\$ 9,450	\$ 9,450
1.2.2	False alarm 9, 10, 11 in any 360-day period	50	\$ 6,750	\$ 6,750	\$ 6,750
1.2.3	False alarm 7 and 8 in any 60-day period	8	\$ 2,160	\$ 2,160	\$ 2,160
1.2.4	False alarm 12 and 13 in any 360-day period	27	\$ 7,290	\$ 7,290	\$ 7,290
1.2.5	Each additional false alarm after the 8th in any 60-day period	-	\$ -	\$ -	\$ -
1.2.6	Each additional false alarm after the 13th in any 360-day period	-	\$ -	\$ -	\$ -
	False Alarm Response				
	Sworn				
	Non-Sworn				
2 Clearance Letters					
2.1	Fee for resident	180	\$ 5,400	\$ 1,761	\$ 1,761
2.2	Fee for non-resident	-	\$ -	\$ -	\$ -
3 Concealed Weapons Dealer Permit (P&P 81) (confirm weapons dealer)					
3.1	Initial fee	3	\$ 1,560	\$ 607	\$ 607
3.2	Annual renewal of existing license	1	\$ 115	\$ 101	\$ 101
4 Emergency Response Cost Recovery					
4.1	Recovery of expenses for police emergency response as permitted by Government Code, Title 5, Article 8, Sections 53150-53158, Not to exceed \$12K per incident - Per Hour (2 hour minimum)	-	\$ -	\$ -	\$ -
4.2	Emergency Response Administrative Fee	-	\$ -	\$ -	\$ -
5 Fingerprint Services (Non-criminal)					
	Rolling fee / livescan	727	\$ 29,807	\$ 29,638	\$ 29,638
6 Concealed weapons permits					
6.1	City processing fee	3	\$ 465	\$ 607	\$ 607
6.2	Annual renewal City processing fee	-	\$ -	\$ -	\$ -
7 Gun Storage Services Pursuant to Court Orders					
7.1	Administration Processing Fee per incident	11	\$ 660	\$ 2,018	\$ 2,018
7.2	Storage Fee per month (or any fraction thereof) per gun	-	\$ -	\$ -	\$ -
8 Parking Enforcement					
8.1	California Vehicle Code				
8.2	Concord Municipal Code				
8.3	Late Fees				
8.3.1	Sections 22507.8a, 22507.8b, 22507.8c, 22511.57a, 22511.57b, 22511.57c, 22522				
8.3.2	All other sections (percent of fine)				
8.3.3	Department of Motor Vehicles (DMV) hold (per hold)				
8.3.4	State Franchise Board (FTB) Fee - Social Security Request				
8.3.5	State Franchise Board (FTB) Fee - percent of outstanding balance submittals				

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Annual Estimated Revenue Analysis			
Group	Permit Description	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
9	Police reports				
	Per copy - public records	[5]			
10	Processing of Photographs				
10.1	Electronic Data Request (existing file)	[6]	\$ -	\$ -	\$ -
10.2	Electronic Data Request (non-existing file; copy of producing disk & mailing)	[6]	\$ -	\$ -	\$ -
11	Review of Local Criminal History				
	Summary information by individuals who may have records with Police Department (non-refundable)	5	\$ 225	\$ 104	\$ 104
12	Rotation Towing Services (CMC 54-155)				
12.1	Application and Administration Fees				
12.1.1	Initial application fee for Rotational Tow Truck Business	1	\$ 425	\$ 183	\$ 183
12.1.2	Driver Application Fee - New	[3]	\$ 3,630	\$ 1,835	\$ 1,835
12.1.3	Driver Application Fee - Renewal	15	\$ 1,155	\$ 459	\$ 459
12.1.4	Driver Transfer Fee	5	\$ 400	\$ 104	\$ 104
12.1.5	Replacement I.D. card	5	\$ 225	\$ 49	\$ 49
12.1.6	Franchise Fee Per Tow	[1]			
12.2	Maximum Rates Chargeable by Rotation List Towing Operators	[1]			
	Straight tow of one hour or less	[1]			
	Tow with dolly or car carrier when necessary. Operator must indicate on tow bill why a dolly or car carrier was used	[1]			
	Tow services exceeding one hour or Per 15-minute intervals	[1]			
	Non-tow service call - per half hour	[1]			
	Per towed mile outside the City limits	[1]			
	No mileage may be charged for towing to an operator's lot located outside the City limits	[1]			
	Daily storage fee from midnight to midnight	[1]			
	Gate release charge for vehicle pickup before 8 a.m. or after 5 p.m.	[1]			
	Release fee per vehicle	[1]			
	Drop Fee per vehicle	[1]			
	Class B (26,001 GVW) tow of one hour or less	[1]			
	Daily storage fee from midnight to midnight - Class B	[1]			
	Class C (48,000 GVW) tow of one hour or less	[1]			
	Daily storage fee from midnight to midnight - Class C	[1]			
	Class D (52,000 GVW) tow of one hour or less	[1]			
	Daily storage fee from midnight to midnight - Class D	[1]			
	Low Boy Trailer	[1]			
12.3	Rates for City of Concord Tows	[1]			
	Class A (14,000 minimum GVW) per hour	[1]			
	Class B (26,001 minimum GVW) per hour	[1]			
	Class C (48,000 minimum GVW) per hour	[1]			
	Class D (52,000 minimum GVW) per hour	[1]			
	Low Boy Trailer	[1]			
12.4	Tow Management Software fee (Administrative Fee)	[1]			

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Annual Estimated Revenue Analysis			
Group	Permit Description	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
22.3	Administrative processing fee				
22.4	Fingerprinting processing fee				
23	Public Motor Vehicle Permits				
	Vehicle Permit (CMC 118-58(a))				
23.1	Annual permit fee - 1st vehicle				
23.2	Application processing fee for Taxi Business (includes State fee)				
23.3	Each additional vehicle				
23.4	Late payment penalty (per month) Maximum (cumulative)				
23.5	Reinspection fee (CMC 118-90(l))				
23.6	Administrative processing fee				
	Driver Permits (CMC 118-72(a))				
23.7	Application fee - New (02-07-12) Plus State and FBI Livescan fee				
23.8	Application fee - non-resident Plus State fee				
23.9	Fingerprinting processing fee				
23.10	Administrative processing fee				
23.11	Driver Transfer Fee				
23.12	Replacement Driver ID Card				
23.13	Taxicab Rates (CMC 118-88,(d))	[1]			
	Drop fee	[1]			
	Each 1/10 mile thereafter	[1]			
	or Each mile thereafter	[1]			
	Delivery - meter rate plus	[1]			
	Waiting time, traffic delay per every 36 seconds	[1]			
	Waiting Time, traffic delay per hour	[1]			
24	Tobacco Retailers License (CMC 38-70)				
24.1	Administrative and Enforcement Fee				
24.2	Hearing Fee				
24.3	Re-Inspection Fee				

CITY OF CONCORD
 Police - User Fee Study FY 15
 Cost Estimation for Providing Activities and Services Related to Permitting and Regulation

Fee Activity		Annual Estimated Revenue Analysis			
Group	Permit Description	Estimated Volume of Activity (Performed)	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee
25	Video Games Permits				
25.1	Use permit application fee to Police Department to cover cost of investigation (CMC 6-234) (Does not include State fingerprint processing fee)				
25.2	Manager's license fee to Police Department to cover cost of investigation. (Charged only if manager is not a Use Permit applicant.) (CMC 6-236) (Does not include required State fingerprint processing fee)				
25.3	Administrative processing fee				
OTHER FEES					
26	Referee Sample Request * * Plus actual costs for shipping if applicable	[6] -	\$ -	\$ -	\$ -
HOURLY RATES					
	Sworn				
	Non-Sworn				
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.				
TOTAL POLICE DEPARTMENT			\$ 124,252	\$ 99,397	\$ 99,397

- Notes**
- [1] Placeholder for Master Fee Schedule (MFS); Not included in cost analysis
 - [2] Cost provided for informational purposes only
 - [3] Plus State fingerprint processing fee.
 - [4] Fingerprint fees do not include any federal, state, or other agency fingerprint charge; which may be added at time of service based on current rates
 - [5] Per copy fee; consistent with City Clerk's office
 - [6] New Fee
 - [7] Service provided by Finance

City of Concord
ADMIN - Administrative Fees
Cost Estimation for Providing Fee Related Activities and Services

Input cells in blue font; formula based cells in black font

No.	Description		Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
ADMINISTRATIVE FEES									
1	Citywide Appeals (Non-CED):								
1.1	Appeal requiring public notice (CMC 2-52)	[2]	1.00	x \$ 117	= \$ 117	\$ 138.00	118%	\$ 117	100%
1.2	Appeal where no public notice is required (CMC 2-53)	[2]	1.00	x \$ 117	= \$ 117	\$ 48.00	41%	\$ 117	100%
2	Copies of Public Records/Information								
2.1	Per page (per case law)					\$ 0.10		\$ 0.10	
2.2	Miscellaneous (includes micro film)	[2]				Cost of Reproduction		Cost of Reproduction	
3	Electronic Data Request (CD/DVD Copy)								
3.1	Copy of Existing Data File	[2]	0.08	x \$ 117	= \$ 9	\$ -	0%	\$ 9	100%
3.2	Copy of Non-Existing Data File	[2]	0.25	x \$ 117	= \$ 29	\$ 24.00	82%	\$ 29	100%
4	Extract of document and certification (each page)								
			0.17	x \$ 117	= \$ 19	\$ 4	21%	\$ 19	100%
5	Certifying documents, Live Certificates (each document)								
			0.25	x \$ 117	= \$ 29	\$ 26	89%	\$ 29	100%
6	Subpoena Fee								
6.1	Response to subpoena - Hourly	[1]				\$ 24		\$ 24	
6.2	Response to subpoena - Records	[1]				\$ 15		\$ 15	
6.3	Response to subpoena - Civil	[1]				\$ 275		\$ 275	
BUSINESS, PROFESSIONS AND TRADES FEES									
7	Administrative Processing Fee for Business Licenses or Permits								
7.1	Administrative processing fee issue of new license or permits	[4,5]	0.75	x \$ 87	= \$ 66	\$ 18	27%	\$ 66	100%
7.2	Administrative processing fee renewal of license or permits	[4,5]	0.50	x \$ 87	= \$ 44	\$ 18	41%	\$ 44	100%
7.3	Business License Exemption Audit Fee		2.50	x \$ 87	= \$ 219	\$ 284	130%	\$ 219	100%
OTHER FEES									
8	Political sign Removal (per sign)	[3]				\$ 18		\$ 20	
9	Housing Rehabilitation Loan Fees	[3]				\$ 85		\$ 85	
	Plus other loan administrative costs. This includes but is not limited to title, lien, registration, appraisal, inspections and other loan processing costs	[3]				Actual Costs		Actual Costs	
10	Subordination Agreement to facilitate Refinance	[3]				\$ 225		\$ 225	
	Per refinance	[3]							
11	Inspection/Abatement Warrants	[3]				\$ 396		\$ 396	
12	Mobilehome Rent Review Fees	[3]				Actual Costs		Actual Costs	
	For appeals and petitions regarding rent increases in Concord Mobilehome Parks								
13	Notice of Intent to Circulate Municipal Initiative Petition	[3]				\$ 200		\$ 200	

City of Concord
ADMIN - Administrative Fees
Cost Estimation for Providing Fee Related Activities and Services

Input cells in blue font; formula based cells in black font

No.	Description		Estimated Average Labor Time Per Activity (hours)	Fully Burdened Hourly Rate	Cost of Service Per Activity	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage
14	Past Due Receivables	[3]							
	A late charge for past due receivables (per month) (of amount due)					3%			
15	Postage and Handling	[3]				Actual Costs		Actual Costs	
16	Rental of Television Facilities (City Council Chamber)	[3]							
	For activities not related to the City of Concord								
16.1	First hour					\$ 168		\$ 168	
16.2	Each additional hour or fraction thereof					\$ 84		\$ 84	
17	Returned Checks	[3,6]							
17.1	First Returned Check					\$ 25		\$ 25	
17.2	Subsequent Returned Checks					\$ 35		\$ 35	
18	City Employee Services - Hourly Rates	[3]				City Formula - actual cost		Actual Costs	
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.								
TOTAL ADMIN - Administrative Fees								61%	

- Notes
- [1] Evidence Code section 1563
 - [2] New Fee
 - [3] Placeholder for Master Fee Schedule (MFS); Not included in Cost Analysis
 - [4] Updated 7/1/13 Resolution 78-6042
 - [5] Fee included in the Police Fees
 - [6] Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee

CITY OF CONCORD
 PARKS AND RECREATION
 Cost Estimation for Providing Fee Related Activities and Services

Fee Activity		Cost of Service Activity	Cost Recovery Analysis				Annual Estimated Revenue Analysis		
Description	Current Fee		Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee	
PARKS AND RECREATION SERVICES		\$ 7,354,089	[3] \$ 4,117,223	56%	\$ 4,117,223	56%	\$ 4,117,223	\$ 7,354,089	\$ 4,117,223
CAMP CONCORD		\$ 961,361	[3] \$ 261,820	27%	\$ 261,820	27%	\$ 261,820	\$ 961,361	\$ 261,820
Camp Concord - Direct Program Support (100-4200)									
	Budget Expenses	[2] \$ 550,826							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 266,594							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 143,941							
RECREATION SERVICES		\$ 3,062,533	[3] \$ 1,764,498	58%	\$ 1,764,498	58%	\$ 1,764,498	\$ 3,062,533	\$ 1,764,498
Facilities Operations and Programs (1000-4210)		\$ -	\$ 236,641						
	Indirect Cost Allocation - Citywide CAP	[1] \$ 1,002,198							
	Indirect Cost Allocation - Citywide CAP adjustment (allocated)	[5] \$ (1,002,198)							
Willow Pass (4211)		\$ 461,314	\$ 91,000	20%		20%			
	Budget Expenses	\$ 311,394							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 53,476							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 81,373							
	Furniture, Fixtures and Equipment (unfunded)	[4] \$ 15,071							
Centre Concord (4212)		\$ 784,316	\$ 280,000	36%		36%			
	Budget Expenses	\$ 568,413							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 54,819							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 148,536							
	Furniture, Fixtures and Equipment (unfunded)	[4] \$ 12,548							
Aquatics (4213)		\$ 824,004	\$ 346,857	60%		60%			
	Budget Expenses	\$ 575,131							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 40,598							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 150,292							
	Furniture, Fixtures and Equipment (unfunded)	[4] \$ 57,983							
Rec Classes (4214)		\$ 453,593	\$ 285,000	79%		79%			
	Budget Expenses	\$ 359,618							
	Indirect Cost Allocation - Citywide CAP	[1] \$ -							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 93,975							
Teen (4215)		\$ 84,912	\$ 40,000	62%		62%			
	Budget Expenses	\$ 64,630							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 3,393							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 16,889							
Youth (4216)		\$ 139,634	\$ 100,000	91%		91%			
	Budget Expenses	\$ 109,918							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 992							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 28,724							
Preschool (4217)		\$ 314,760	\$ 385,000	155%		155%			
	Budget Expenses	\$ 248,967							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 734							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 65,059							

CITY OF CONCORD
PARKS AND RECREATION
Cost Estimation for Providing Fee Related Activities and Services

Fee Activity		Cost of Service Activity	Cost Recovery Analysis				Annual Estimated Revenue Analysis		
Description	Current Fee		Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Annual Estimated Revenues at Current Fee	Annual Estimated Revenues at Full Cost Recovery Fee	Annual Estimated Revenues at Recommended Fee	
SPORTS AND EVENTS		\$ 599,406	[3] \$ 395,100	66%	\$ 395,100	66%	\$ 395,100	\$ 599,406	\$ 395,100
Sports and Events (100-4220)									
	Budget Expenses	[2] \$ 357,416							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 148,591							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 93,399							
SENIOR AND SPECIAL RECREATION PROGRAMS		\$ 1,348,621	[3] \$ 260,200	19%	\$ 260,200	19%	\$ 260,200	\$ 1,348,621	\$ 260,200
Senior and Special Recreation Programs (100-4240)									
	Budget Expenses	[2] \$ 688,857							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 469,779							
	Indirect Cost Allocation - Citywide CAP 4210 allocation	[5] \$ 180,011							
	Furniture, Fixtures and Equipment (unfunded)	[4] \$ 9,974							
DIABLO CREEK GOLF COURSE		\$ 1,382,169	[3] \$ 1,435,605	104%	\$ 1,435,605	104%	\$ 1,435,605	\$ 1,382,169	\$ 1,435,605
Diablo Creek Golf Course (Fund 700)									
	Budget Expenses	[2] \$ 1,342,243							
	Indirect Cost Allocation - Citywide CAP	[1] \$ 39,926							
TOTAL PARKS AND RECREATION SERVICES		7,354,089					\$ 4,117,223	\$ 7,354,089	\$ 4,117,223

Notes

[1] Sourced from FY 14/15 Full Cost Allocation Plan prepared by NBS
[2] Sourced from FY 14/15 Budget Expenses
[3] Sourced from FY 13/14 Revenue
[4] Unfunded Furniture, Fixtures and Equipment
[5] Facilities Operations and Programs (4210) Overhead costs allocated out to programs based on FY 13/14 budget expenses

APPENDIX B – COMPARATIVE FEE SUREVY

APPENDIX B.1 - CED – Planning

APPENDIX B.2 - CED – Engineering

APPENDIX B.3 - CED –Building

APPENDIX B.4 - Police

APPENDIX B.5 - Administrative Fees

APPENDIX B.6 - Parks and Recreation

City of Concord
CED - Planning
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
ADMINISTRATIVE PERMIT							
	Individual occupancy	\$ 458.00	n/a	n/a	n/a	n/a	n/a
	Tenancy for multiple tenant building*	\$ 1,374.00	n/a	n/a	n/a	n/a	n/a
	Carnival	\$ 182.00	n/a	n/a	n/a	n/a	n/a
	Home Based Business	\$ 90.00	n/a	n/a	n/a	n/a	n/a
	Parking exception	\$ 458.00	n/a	n/a	n/a	n/a	n/a
	Secondary Living Unit	\$ 1,132.00	n/a	n/a	n/a	n/a	n/a
	Sidewalk Café	\$ 182.00	n/a	n/a	n/a	n/a	n/a
	Business license-Planning review	\$ 100.00	n/a	n/a	n/a	n/a	n/a
	Animal Permit	\$ 380.00	n/a	n/a	\$ 108.00	n/a	n/a
Annexation							
	Area of 2.5 acres or less	\$ 2,000.00	n/a	n/a	n/a	n/a	n/a
	Area larger than 2.5 acres, but not larger than 25 acres	\$ 3,000.00	n/a	n/a	n/a	n/a	n/a
	Area larger than 25 acres	\$ 4,000.00	n/a	n/a	n/a	n/a	n/a
	Appeal to Planning Commission	\$ 97.00	n/a	n/a	n/a	n/a	n/a
	Appeal to City Council	\$ 97.00	n/a	n/a	n/a	n/a	n/a
	Appeal of staff interpretation (CMC 122-186)	\$ 97.00	n/a	n/a	n/a	n/a	n/a
Application Acceptability Review							
	Acceptability Meetings (per hour)	\$ 141.00	\$ 180.00	n/a	n/a	n/a	n/a
Building Move							
	Relocation Application	\$ 1,132.00	n/a	n/a	n/a	n/a	n/a
Condition Compliance							
	Per hour	\$ 141.00	n/a	n/a	n/a	n/a	n/a
Design Review (CMC 122-106 (a))							
	Administrative Design Review	\$ 423.00	n/a	\$ 500.00	n/a	\$ 350.00	n/a
	Sign - if not part of project review	\$ 705.00	180 per hour	\$ 900.00	\$ 500.00	n/a	n/a
	Residential development of four (4) units or less; office building to twenty-five hundred (2,500) sq. ft.; commercial and industrial building to ten thousand (10,000) sq. ft.	\$ 705.00	n/a	\$500-2000	n/a	n/a	n/a
	Residential development of five (5) to twenty-four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft.	\$ 1,410.00	n/a	actual cost \$6,600 deposit	n/a	n/a	n/a
	Other development including development with outdoor operations	\$ 2,820.00	n/a	n/a	n/a	n/a	n/a
	Plus an additional fee computed on an hourly basis where review costs exceed the base fee	\$ 141.00	n/a	n/a	n/a	n/a	n/a
	Amendment	\$ 423.00	Actual cost	n/a	n/a	n/a	n/a
	Extension (CMC 122-184 (a))	\$ 378.00			n/a	n/a	n/a
	Sign - Administrative Design Review	\$ 598.00	\$180 per hour		n/a	\$ 700.00	n/a
Development Agreement, Disposition and Development Agreement							
	Development Agreement Application	\$ 6,204.00	n/a	\$ 4,200.00	\$ 2,500.00	n/a	n/a
	Development Agreement Amendment	\$ 2,831.00	n/a	n/a	\$ 2,000.00	n/a	n/a

City of Concord
CED - Planning
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Review of development proposal by Planning Commission prior to approval of Disposition and Development Agreement	\$ 423.00	n/a	n/a	n/a	n/a	n/a
	Miscellaneous						n/a
	Condition Compliance (per hour)	\$ 141.00	n/a	n/a	n/a	n/a	n/a
	Environmental Documents						n/a
	Initial environmental impact analysis preparation	\$ 2,961.00	n/a	n/a	n/a	Full cost + 25%	n/a
	Negative declaration preparation	\$ 1,410.00	\$180 per hour	actual cost	n/a	\$ 1,650.00	n/a
	Environmental Impact Report (per hour)	At Cost	\$180 per hour	consultant cost + 25% for city admin	n/a	n/a	n/a
	Geologic Review (per Alquist-Pirola Act)	20%	n/a	\$ 0.25	n/a	n/a	n/a
	Plus Administrative fee (percent of cost)	At Cost	n/a	At cost	n/a	n/a	n/a
	Mitigation, Monitoring and Reporting (CMC 122-956)	20%	n/a	\$ 0.25	n/a	n/a	n/a
	Finding of Public Convenience and Necessity (FOPCN)						
	Finding of Public Convenience and Necessity (FOPCN)	\$ 1,581.00	n/a	n/a	n/a	n/a	n/a
	General/Redevelopment Plan						n/a
	General and/or Redevelopment Plan Amendment	\$ 5,076.00	\$180 per hour	n/a	n/a	\$ 4,600.00	n/a
	General and/or Redevelopment Plan Consistency Ruling	\$ 716.00	n/a	n/a	n/a	n/a	n/a
	For plan amendment resulting in change to plan text or diagram the cost for the necessary change(s), including replacement pages, plans and maps, shall be borne by the project applicant initiating the amendment (per hour)	At Cost	n/a	n/a	n/a	n/a	n/a
	Heritage Tree						
	Designation (per parcel) (CMC 114-62)	\$ 188.00	n/a	n/a	n/a	n/a	n/a
	Permit for Removal (CMC 114-67 (a)(4))	\$ 945.00	n/a	n/a	n/a	n/a	\$ 25.00
	Other Community Development Fees						
	Abatement Hearing (by the Zoning Administrator)	\$ 282.00	n/a	n/a	n/a	n/a	n/a
	Street Name Change	\$ 423.00	n/a	\$ 173.00	n/a	n/a	n/a
	Replacement and installation of street name signs	At Cost	n/a	n/a	n/a	n/a	n/a
	Preliminary Application*						
	Minor subdivision, Residential, one to four lots/units	\$ 700.00	n/a	n/a	n/a	n/a	n/a
	Major subdivision, Residential						
	Five to 100 lots/units	\$ 1,120.00	n/a	n/a	n/a	n/a	n/a
	101 lots/units or more	\$ 1,410.00	n/a	n/a	n/a	n/a	n/a
	Commercial/Industrial use						
	One building	\$ 705.00	n/a	n/a	n/a	n/a	n/a
	More than one building	\$ 1,410.00	n/a	n/a	n/a	n/a	n/a
	Subdivision/Map Act/Property Rights						
	Tentative Maps (entitlement phase)		\$180 per hour				
	Major subdivision Application	\$ 7,050.00	n/a	n/a	n/a	\$ 13,000.00	n/a
	Plus per lot	\$ 282.00	\$ 180.00	n/a	n/a	n/a	n/a
	Amendment to Major Subdivision	\$ 1,974.00	n/a	n/a	n/a	n/a	n/a
	Extension to Major Subdivision	\$ 755.00	n/a	n/a	n/a	n/a	n/a
	Minor Subdivision Application	\$ 4,230.00	n/a	n/a	n/a	\$ 4,000.00	n/a
	Plus per lot	\$ 282.00	n/a	n/a	n/a	n/a	n/a

City of Concord
CED - Planning
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Amendment to Minor Subdivision	\$ 705.00	n/a	n/a	n/a	n/a	n/a
	Extension to Minor Subdivision	\$ 423.00	n/a	n/a	n/a	n/a	n/a
	Lot line adjustment (between 2 parcels)	\$ 846.00	n/a	n/a	n/a	n/a	n/a
	Parcel merge (between 2 parcels)	\$ 846.00	n/a	n/a	n/a	n/a	n/a
	Application for vacation or abandonment of property rights	\$ 564.00	n/a	n/a	n/a	n/a	n/a
Use Permit							
	Ground sign or Accessory Building Review	\$ 1,269.00	n/a	n/a	n/a	n/a	n/a
	Residential development of four (4) units or less; office building to twenty-five hundred (2,500) sq. ft.; commercial and industrial building to ten thousand (10,000) sq. ft.	\$ 3,102.00	n/a	n/a	n/a	\$ 2,500.00	n/a
	Residential development of five (5) to twenty-four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft.	\$ 4,935.00	n/a	n/a	n/a	n/a	n/a
	Other development including any development with outdoor operations	\$ 5,640.00	n/a	n/a	n/a	n/a	n/a
	Amendment (CMC 122-73)	\$ 3,102.00	n/a	\$ 2,200.00	n/a	n/a	n/a
	Extension (CMC 122-184)	\$ 2,115.00	n/a	\$ 1,168.00	n/a	n/a	n/a
	Entertainment Permit	\$ 2,820.00	n/a	n/a	n/a	n/a	n/a
Variance (CMC 122-54)							
	Related to existing single family residence only, not including a new subdivision or construction of a new unit	\$ 1,410.00	n/a	n/a	n/a	\$ 500.00	n/a
	Other variance	\$ 2,820.00	n/a	n/a	n/a	n/a	n/a
	Plus per each affected parcel	\$ 1,410.00	n/a	n/a	n/a	n/a	n/a
	Reasonable Accommodation (CMC 122-215)	\$ 141.00	n/a	n/a	n/a	n/a	n/a
	Extension (CMC 122-184)	\$ 423.00	n/a	n/a	n/a	n/a	n/a
	Vendor Permit (CMC 122-53)	\$ 423.00	n/a	n/a	n/a	n/a	n/a
Zoning Administrator Permit (CMC 122-53)							
	Residential development of four (4) units or less; office building to twenty-five hundred (2,500) sq. ft.; commercial and industrial building to ten thousand (10,000) sq. ft. and for small collection recycling facility	\$ 1,269.00	n/a	n/a	n/a	n/a	n/a
	Residential development of five (5) to twenty-four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; and commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft.	\$ 1,974.00	n/a	n/a	n/a	n/a	n/a
	Other development including development with outdoor operations	\$ 3,243.00	n/a	n/a	n/a	n/a	n/a
	Related to an individual single family residence only; e.g., a permit for an 8ft. wall/fence	\$ 353.00	n/a	n/a	n/a	n/a	n/a
	Child care facility (large family day care home)*	\$ 705.00	n/a	n/a	n/a	\$ 800.00	n/a
	*Engineering review and the fee may be waived for child care facilities (large family day care homes) for 7 to 12 children if there are no perceived impacts that require review		n/a	n/a	n/a	n/a	n/a

City of Concord
 CED - Planning
 User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Home-based Business (client variance)	\$ 458.00	n/a	n/a	n/a	n/a	n/a
	Telecommunications facility	\$ 2,397.00	n/a	n/a	n/a	n/a	n/a
	Amendment (CMC 122-73)	\$ 472.00	n/a	n/a	n/a	n/a	n/a
	Extension (CMC 122-184 (a))	\$ 378.00	n/a	n/a	n/a	n/a	n/a
Zoning Amendment (Rezoning)							
	Preliminary Development Plan (PDP) - Planned District Only (CMC 122-686)	\$ 5,147.00	n/a	n/a	\$ 2,000.00	\$ 5,000.00	n/a
	PDP Amendment						
	Significant (CMC 122-686)	\$ 2,831.00	n/a	n/a	n/a	n/a	n/a
	Minor (CMC 122-686)	\$ 1,416.00	n/a	n/a	n/a	n/a	n/a
	Rezoning application (CMC 122-686)	\$ 6,434.00	\$ 180.00	n/a	n/a	\$ 3,000.00	n/a
	Request for text amendment	\$ 6,434.00	n/a	n/a	n/a	n/a	n/a

City of Concord
 CED - Engineering
 User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
Encroachment Permit (CMC 90-234)							
	Permit Issuance and Processing	\$ 83.00	\$ 180.00	\$ 69.00	n/a	\$ 140.00	\$ 102.00
	Application Processing fee (1-hour minimum)(per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
Inspection fee							
	Minimum (per hour)	\$ 165.00	\$ 160.00	n/a	n/a	n/a	n/a
	Curb and gutter, sidewalk (not in addition to major construction inspection fee) (each 50 l.f.)						
	Minimum or	\$ 330.00	n/a	\$.0800 per hour	n/a	n/a	\$ 211.00
	Additional above minimum (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Driveway						
	Minimum or	\$ 495.00	n/a	n/a	n/a	n/a	n/a
	Additional above minimum (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Building Move -- encroachment permit	\$ 660.00	n/a	n/a	\$ 400.00	n/a	n/a
	Storage or placement of materials in right-of-way	\$ 22.00	n/a	n/a	n/a	n/a	n/a
	Sewer lateral in street right-of-way or easement	\$ 660.00	n/a	n/a	n/a	n/a	n/a
	Other inspection						
	Minimum (per hour) (one hour minimum) or	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Additional above minimum (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Sidewalk cafe	\$ 495.00	n/a	n/a	n/a	n/a	n/a
	Reinspection (for reasons such as work not ready for a requested inspection, and failed or improper work done without an inspection which must be redone) (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Special inspection requests, other than regular business hours (2 hours minimum) (per hour)	\$ 248.00	n/a	n/a	n/a	n/a	n/a
	Specialty inspection (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Materials sampling and compaction testing (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Special materials testing	At Cost	n/a	n/a	n/a	n/a	n/a
	Plus admin fee	\$ 0.20	n/a	n/a	n/a	n/a	n/a
	Sewer air Test and Televising (per call out)	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Special Administration						
	Agreement processing not related to subdivisions (per agreement)	\$ 1,458.00	n/a	n/a	n/a	n/a	n/a
	Acceptance of new public improvements	825.00	n/a	n/a	n/a	n/a	n/a
	Project archiving and closeout (major projects only) (per hour)	165.00	n/a	n/a	n/a	n/a	n/a
Flood Zone/FEMA/Drainage							
	Flood Zone Verification Certificate	\$ 165.00	n/a	n/a	n/a	\$ 200.00	n/a
	Flood Zone Verification Certificate (requiring additional analysis due to location of structure relative to floodplain)	\$ 330.00	n/a	n/a	n/a	n/a	n/a
	Flood Elevation Certificate	\$ 330.00	\$ 150.00	n/a	n/a	n/a	n/a
	Flood Zone Construction Permit	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	FEMA application review for LOMA's, CLOMA's, LOMR's, CLOMR's, etc. (minimum)	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	Plus additional at hourly rate, if needed (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Drainage investigations (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
Grading Permit							
	Application Processing fee (one hour minimum)(per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Grading Plan Review					2.5%	
	Single lot in (a non-hillside) location up to 100 cubic yards	495.00	n/a	\$ 138.00	n/a	n/a	n/a
	101-1,000 cubic yards, for the first 100 cubic yards	660.00	n/a	\$ 711.00	n/a	n/a	n/a
	Plus for each additional 100 cubic yards or fraction thereof	83.00	n/a	n/a	n/a	n/a	n/a
	1,001-10,000 cubic yards, for the first 1,000 cubic yards	1,485.00	n/a	n/a	n/a	n/a	n/a

City of Concord
CED - Engineering
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Plus for each additional 1,000 cubic yards or fraction thereof	165.00	n/a	n/a	n/a	n/a	n/a
	10,001-100,000 cubic yards, for the first 10,000 cubic yards	2,970.00	n/a	n/a	n/a	n/a	n/a
	Plus for each additional 1,000 cubic yards or fraction thereof	165.00	n/a	n/a	n/a	n/a	n/a
	Over 100,000 cubic yards (each 10,000 cu yds.)	165.00	n/a	n/a	n/a	n/a	n/a
	Additional document review, including SWPPP's and Soils report (per hour)						
	Geotechnical SWPPP	\$ 165.00	n/a	\$ 137.00	n/a	n/a	n/a
	Grading Permit Inspection						
	Single lot in (a non-hillside) location up to 100 cubic yards	495.00	n/a	n/a	n/a	n/a	n/a
	101-1,000 cubic yards, for the first 100 cubic yards	660.00	n/a	n/a	n/a	n/a	n/a
	Plus for each additional 100 cubic yards or fraction thereof	83.00	n/a	n/a	n/a	n/a	n/a
	1,001-10,000 cubic yards, for the first 1,000 cubic yards	1,485.00	n/a	n/a	n/a	n/a	n/a
	Plus for each additional 1,000 cubic yards or fraction thereof	165.00	n/a	n/a	n/a	n/a	n/a
	10,001-100,000 cubic yards, for the first 10,000 cubic yards	3,300.00	n/a	n/a	n/a	n/a	n/a
	Plus for each additional 1,000 cubic yards or fraction thereof	165.00	n/a	n/a	n/a	n/a	n/a
	Over 100,000 cubic yards (Not to exceed 9% of grading cost)(per hour)	165.00	n/a	n/a	n/a	n/a	n/a
	Pad certification	83.00	n/a	n/a	n/a	n/a	n/a
	Stockpile and erosion control monitoring (per calendar day)	22.00	n/a	n/a	n/a	n/a	n/a
	Plus additional effort (per hour)	165.00	n/a	\$ 137.00	n/a	n/a	n/a
	Off-Site Street Improvement Program (OSIP) (CMC 78-154)						
	Fee Increase Under Review	3,251.00	n/a	n/a	n/a	n/a	n/a
	Single family unit (per dwelling unit)	1,626.00	n/a	n/a	n/a	n/a	n/a
	Secondary living unit						
	Multi family unit, including condominium and townhouse (per dwelling unit)	2,624.00	n/a	n/a	n/a	n/a	n/a
	Commercial (per gross sq. ft.)	8.81	n/a	n/a	n/a	n/a	n/a
	Office (per gross sq. ft.)	7.04	n/a	n/a	n/a	n/a	n/a
	Industrial (per gross sq. ft.)	2.98	n/a	n/a	n/a	n/a	n/a
	Mini-storage (per gross sq. ft.)	1.51	n/a	n/a	n/a	n/a	n/a
	Preliminary Application*						
	Minor subdivision, Residential, one to four lots/units	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	Major subdivision, Residential						
	Five to 100 lots/units	\$ 1,320.00	n/a	n/a	n/a	n/a	n/a
	101 lots/units or more	\$ 1,815.00	n/a	n/a	n/a	n/a	n/a
	Commercial/Industrial use						
	One building	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	More than one building	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Sidewalk Repair Administrative Fee	\$ 165.00	n/a	n/a	n/a	n/a	\$ 211.00
	Subdivision/Map Act/Property Rights						
	Tentative Maps (entitlement phase)						
	Major subdivision Application	\$ 2,640.00	n/a	\$ 2,864.00	n/a	n/a	n/a
	Plus per lot	\$ 165.00	n/a	\$ 10.00	n/a	n/a	n/a
	Amendment to Major Subdivision	\$ 990.00	n/a	n/a	n/a	n/a	n/a
	Extension to Major Subdivision	\$ 330.00	n/a	n/a	n/a	n/a	n/a
	Minor Subdivision Application	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Plus per lot	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Amendment to Minor Subdivision	\$ 495.00	n/a	n/a	n/a	n/a	n/a
	Extension to Minor Subdivision	\$ 330.00	n/a	n/a	n/a	n/a	n/a
	Major Subdivision Map (recorded map process)						
	Final Map Review	\$ 2,640.00	n/a	\$ 2,864.00	n/a	n/a	n/a
	Plus per lot	\$ 165.00	n/a	\$ 30.00	n/a	n/a	n/a

City of Concord
CED - Engineering
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Final Map filing	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Improvement Plan Review (per lot)	\$ 1,155.00	n/a	n/a	n/a	\$ 1,800.00	n/a
	Acceptance of Improvement and dedications	\$ 3,300.00	n/a	n/a	n/a	n/a	n/a
	Amendment to Subdivision Agreement	\$ 3,300.00	n/a	n/a	n/a	n/a	n/a
	Charges for Inspection of Construction						
	Percent of cost of improvements or	9%	n/a	n/a	n/a	n/a	n/a
	Minimum (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Minor Subdivision Map (recorded map process)					\$ 1,500.00	n/a
	Parcel Map Review	\$ 1,650.00	n/a	\$ 1,449.00	n/a	\$ 800.00	n/a
	Plus per lot	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Parcel Map Filing	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Improvement Plan Review (per lot)	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Acceptance of dedications	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Acceptance of improvements	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	Amendment of Improvement Agreement	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	Charges for Inspection of Construction						
	Percent of cost of improvements or	9%	n/a	n/a	n/a	n/a	n/a
	Minimum (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Development Plan Review and additional plan checking as required, due to substantial plan alterations (per hour)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Special engineering analysis	At Cost	n/a	n/a	n/a	n/a	n/a
	Plus Administrative fee (percent of cost)	9%	n/a	n/a	n/a	n/a	n/a
	Charge for Installation of New Street Monuments (each)	\$ 330.00	n/a	n/a	n/a	n/a	n/a
	Charge for new lot creation (per lot)	\$ 330.00	n/a	n/a	n/a	n/a	n/a
	Lot line adjustment (between 2 parcels)	\$ 825.00	n/a	\$ 692.00	\$ 1,500.00	n/a	n/a
	Each additional parcel above 2 (per parcel)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Parcel merge (between 2 parcels)	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	Each additional parcel above 2 (per parcel)	\$ 165.00	n/a	n/a	n/a	n/a	n/a
	Certificate of Compliance	\$ 825.00	\$180 per hour	n/a	n/a	n/a	n/a
	Certification of Correction Review	\$ 825.00	n/a	\$ 137.00	n/a	\$ 350.00	n/a
	Minor Subdivision	\$ 330.00	n/a	n/a	n/a	n/a	n/a
	Major Subdivision	\$ 660.00	n/a	n/a	n/a	n/a	n/a
	Application for vacation or abandonment of property rights	\$ 990.00	n/a	n/a	n/a	n/a	n/a
	Acceptance of easements and dedications						
	Acceptance by City Council	\$ 1,650.00	n/a	n/a	n/a	n/a	n/a
	Acceptance by City Staff	\$ 825.00	n/a	n/a	n/a	n/a	n/a
	Reversion to acreage or record of survey filing fee	\$ 495.00	n/a	n/a	n/a	n/a	n/a
	Assessment District Reapportionment (CMC 78-32)						
	Application Fee	\$ 82.50	n/a	n/a	n/a	n/a	n/a
	Review - Hearing Method	\$ 9,900.00	n/a	n/a	n/a	n/a	n/a
	Review - Alternative Method	\$ 495.00	n/a	n/a	n/a	n/a	n/a

City of Concord
 CED - Building
 User Fee Study Fee Comparison

PROJECT	ASSUMPTIONS	CURRENT FEE			RECOMMENDED FEE			DIFFERENCE
		PLAN CHECK FEE	INSPECTION FEE	TOTAL PERMIT FEE	PLAN CHECK FEE	INSPECTION FEE	TOTAL PERMIT FEE	
New commercial retail, trades included, 20,000 s.f., \$1,400,000 valuation	M occupancy group. Type V (B). Minimum document imaging fees only.	\$ 10,878	\$ 27,196	\$ 38,074	\$ 10,390	\$ 19,346	\$ 29,736	\$ (8,338)
Commercial tenant improvement, non-structural, 2,500 s.f., \$150,000 valuation	B occupancy group. Type V (B). Minimum document imaging fees only.	\$ 1,176	\$ 2,940	\$ 4,116	\$ 1,969	\$ 2,525	\$ 4,494	\$ 378
new custom single family dwelling, 3,000 s.f., \$400,000 valuation	400 s.f. garage. R3 occupancy group. Type V (B). Minimum document imaging fees only.	\$ 2,095	\$ 5,237	\$ 7,332	\$ 5,696	\$ 8,209	\$ 13,905	\$ 6,573
residential addition, 450 s.f., \$75,000 valuation	R3 occupancy group. Type V(B). Minimum document imaging fees only.	\$ 588	\$ 1,470	\$ 2,058	\$ 1,071	\$ 1,222	\$ 2,293	\$ 235
residential remodel (typical kitchen or bathroom project), 200 s.f., \$15,000 valuation	Minimum document imaging fees only.	\$ 184	\$ 459	\$ 643	\$ 166	\$ 246	\$ 412	\$ (231)
residential reroof permit	\$10,000 valuation & 2200 square feet.	\$ -	\$ 449	\$ 449	\$ -	\$ 195	\$ 195	\$ (254)
window/door replacement permit	\$3,000 valuation & replacing 6 windows & 1 sliding door.	\$ -	\$ 219	\$ 219	\$ -	\$ 106	\$ 106	\$ (113)
water heater permit	\$1,000 valuation.	\$ -	\$ 92	\$ 92	\$ -	\$ 101	\$ 101	\$ 9
electrical service upgrade permit	\$1,000 valuation.	\$ -	\$ 92	\$ 92	\$ -	\$ 101	\$ 101	\$ 9
HVAC replacement permit	\$2,000 valuation	\$ -	\$ 92	\$ 92	\$ -	\$ 101	\$ 101	\$ 9
New HVAC installation permit	\$8,000 valuation.	\$ -	\$ 276	\$ 276	\$ -	\$ 130	\$ 130	\$ (146)

City of Concord
 Police
 User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
Alarm Systems							
	Alarm system use permit fee (CMC 18-93(e))	\$ 40.00	\$ 75.00	--	\$ 36.00	n/a	n/a
	False alarm service charges (CMC 18-95)					n/a	n/a
	False alarm 4, 5, and 6 in any 60-day period	\$ 135.00	\$ 100.00	\$ 68.50	\$ 75.00	n/a	n/a
	False alarm 9, 10, 11 in any 360-day period	\$ 135.00	\$ 110.00	\$ 68.50	\$ 75.00	n/a	n/a
	False alarm 7 and 8 in any 60-day period	\$ 270.00	\$ 150.00	\$ 68.50	\$ 75.00	n/a	n/a
	False alarm 12 and 13 in any 360-day period	\$ 270.00	\$ 175.00	\$ 68.50	\$ 75.00	n/a	n/a
	Each additional false alarm after the 8th in any 60-day period	\$ 401.00	n/a	n/a	n/a	n/a	n/a
	Each additional false alarm after the 13th in any 360-day period	\$ 401.00	n/a	n/a	n/a	n/a	n/a
Clearance Letters							
	Fee for resident	\$ 30.00	n/a	\$ 32.00	\$ 35.00	n/a	n/a
	Fee for non-resident	\$ 45.00	n/a	\$ 32.00	\$ 35.00	n/a	n/a
Concealed Weapons Dealer Permit (P&P 81) (confirm weapons dealer)							
	Initial fee	\$ 520.00	n/a	n/a	n/a	n/a	\$ 264.00
	Annual renewal of existing license	\$ 115.00	n/a	n/a	n/a	n/a	n/a
Emergency Response Cost Recovery							
	Recovery of expenses for police emergency response as permitted by Government Code, Title 5, Article 8, Sections 53150 - 53158. Not to exceed \$12,000 per incident (per hour)	Actual Costs	n/a	n/a	n/a	n/a	n/a
	Emergency Response Administrative Fee	\$ 100.00	n/a	n/a	n/a	n/a	n/a
Fingerprint Services (Non-criminal)							
	Fingerprint processing fee	\$ 41.00	\$ 32.00	\$ 41.50	n/a	\$ 25.00	\$ 44.00
	Rolling fee	\$ 30.00	\$ 32.00	\$ -	n/a	n/a	n/a
Concealed weapons permits							
	City processing fee	\$ 155.00	\$ 100.00	n/a	\$ 100.00	\$ 277.00	n/a
	Annual renewal City processing fee	\$ 41.00	\$ 100.00	n/a	n/a	n/a	n/a
Gun Storage Services Pursuant to Court Orders							
	Administration Processing Fee per incident	\$ 60.00	n/a	n/a	n/a	n/a	n/a
	Storage Fee per month (or any fraction thereof) per gun	\$ 5.00	n/a	n/a	n/a	n/a	n/a
Police reports							
	Per copy - public records	\$ 0.10	\$ 0.10	\$ 0.10	n/a	\$ 0.10	n/a
Review of Local Criminal History							
	Summary information by individuals who may have records with Police Department (non-refundable)	\$ 45.00	\$ 40.00	\$ 37.50	n/a	n/a	n/a
Second Hand Dealer							
	Administrative processing fee (Covers the Two Year Permit Period)	\$ 752.00	\$ 195.00	n/a	\$ 883.00	n/a	\$ 267.00
Vehicle Abatement							
	Administration Fee - Vehicle Abatement Procedure	\$ 105.00	n/a	n/a	n/a	n/a	n/a
Vehicle Identification Numbers							
	VIN Verification charge (individuals only)	\$ 50.00	n/a	\$ 85.50	n/a	n/a	n/a
Vehicle Inspection and Citation Sign Off							
	Concord Resident	\$ 15.00	n/a	no charge	n/a	\$ 20.00	\$ 20.00
	Non-Concord Resident	\$ 20.00	n/a	\$ 36.50	n/a	\$ 45.00	n/a

City of Concord
 Bus, Prof Trade fees
 User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Administrative Processing Fee for Business Licenses or Permits						
	Administrative processing fee renewal of license or permits	\$ 18.00	n/a	\$ 39.13	\$ 30.00	n/a	\$ 50.00
	Administrative processing fee issue of new license or permits	\$ 18.00	n/a	n/a	n/a	n/a	n/a
	Business License Exemption Audit Fee	\$ 277.00	n/a	n/a	n/a	n/a	n/a
	Card room Permits						
	Application fees (CMC 6-121,(d)(12))	No Fee	n/a	n/a	n/a	n/a	n/a
	Door-to-Door Solicitation Permits						
	Application and Investigation Fee	\$ 27.00	n/a	n/a	n/a	n/a	n/a
	Entertainment Permits (CMC 6-193(8))						
	Application fee	\$ 150.00	\$ 100.00	n/a	n/a	n/a	\$ 149.00
	Escort Service Permits (CMC 18-121 - 18-130)						
	License (owner)	\$ 530.00	n/a	n/a	n/a	n/a	n/a
	Massage Parlors, Out-Call Massage Services, and Massage Therapy Technician Permits						
	Massage parlor permit fee (CMC 18-277,(b))	\$ 138.00	\$ 132.00	\$ 212.75	n/a	n/a	\$ 170.00
	Massage Therapy Technician permit fee (CMC 18-278(b))	\$ 72.00	\$ 82.00	\$ 141.75	n/a	n/a	\$ 340.00
	Tobacco Retailers License (CMC 38-70)						
	Administrative and Enforcement Fee	\$ 175.00	n/a	n/a	n/a	n/a	n/a
	Hearing Fee	\$ 375.00	n/a	n/a	n/a	n/a	n/a
	Re-Inspection Fee	\$ 120.00	n/a	n/a	n/a	n/a	n/a

City of Concord
Administrative Fees
User Fee Study - Fee Comparison

No	Fee Description	Concord - Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
Appeals to City Council							
	Appeals requiring public notice (CMC 2-52)	\$ 138.00	n/a	n/a	n/a	n/a	n/a
	Appeals where public notice is not required (CMC 2-53)	\$ 48.00	n/a	n/a	n/a	n/a	n/a
Copies of Public Records/Information							
	Photo copy of public record - page size not to exceed 11" x 17"						
	Each page	\$ 0.10	\$ 0.10	\$ 0.10		\$ 0.25	\$ 0.10
	Print copy of public record - oversized page exceeding 11" x 17" such as maps, drawings, plans, etc.						
	Each page or actual cost	Actual Costs	n/a	n/a	n/a	n/a	n/a
	Extract of document and certification (each page)	\$ 4.00	n/a	n/a	n/a	n/a	n/a
	Certifying documents, Live Certificates (each document)	\$ 26.00	n/a	\$ 22.97	n/a	n/a	n/a
Business License Listings							
	Electronic copy of business license list	\$ 45.00	\$ 20.00	\$ 26.00	\$ 25.00	\$ 20.00	\$ 35.00
	Business license list copied to CD	\$ 50.00	\$ 20.00	\$ 39.00	\$ 30.00	\$ 35.00	\$ 50.00
Housing Rehabilitation Loan Fees							
	Loan Origination Fee	\$ 85.00	\$ 280.00	n/a	n/a	n/a	\$ 1,500.00
	Plus other loan administrative costs. This includes but is not limited to title, lien, registration, appraisal, inspections and other loan processing costs	Actual Costs	n/a	n/a	n/a	n/a	n/a
Inspection/Abatement Warrants							
	Fee charged per warrant	\$ 396.00	n/a	n/a	n/a	n/a	n/a
Mobile home Rent Review Fees							
	Mobile home Parks	Actual Costs	n/a	n/a	\$ 665.00	n/a	n/a
Notice of Intent to Circulate Municipal Initiative Petition							
	Fee due when petition filed	\$ 200.00	\$ 200.00	\$ 200.00	n/a	n/a	n/a
Past Due Receivables							
	A late charge for past due receivables (per month) (of amount due)	3%	n/a	n/a	n/a	n/a	n/a
Postage and Handling							
	Plus postage (actual cost)	actual cost	n/a	actual cost	actual cost	actual cost	actual cost
Rental of Television Facilities (City Council Chamber)							
	For activities not related to the City of Concord						
	First hour	\$ 168.00	n/a	n/a	n/a	n/a	n/a
	Each additional hour or fraction thereof	\$ 84.00	n/a	n/a	n/a	n/a	n/a
Returned Checks							
	First Returned Check	\$ 25.00	\$ 40.00	na	\$ 25.00	\$ 25.00	\$ 25.00
	Subsequent Returned Checks	\$ 35.00	n/a	na	\$ 30.00	na	\$ 35.00
Subordination Agreement to facilitate Refinance							
	Per refinance	\$ 225.00	n/a	n/a	n/a	n/a	\$ 200.00
Tapes of Public Meetings							
	Copy of DVD (per disk)	\$ 24.00	\$ 11.00	\$ 11.48	\$ 41.00	n/a	n/a
	Requests for multiple copies will be referred to local vendor(s) equipped to provide such services	Actual Costs	n/a	n/a	n/a	n/a	n/a

City of Concord
Parks and Recreation
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
Adult Sports							
	Softball League						
	Summer						
	Per team	\$ 815.00	n/a	\$ 665.00	n/a	\$ 547.00	n/a
	Fall						
	Per team	\$ 530.00	n/a	\$ 665.00	n/a	\$ 547.00	n/a
Aquatics							
	Recreational Swimming						
	Concord Community Pool						
	Age 18 years or older						
	Single Admission - Resident	\$ 5.25	\$ 4.50	\$ 7	n/a	\$ 5.00	n/a
	Single Admission - Non-Resident	\$ 6.25	\$ 6.50	\$ 7	n/a	n/a	n/a
	Swim Card (15 swims) - Resident	\$ 66.00	\$60-80	\$ 55.20	n/a	n/a	n/a
	Swim Card (15 swims) - Non-Resident	\$ 76.00	\$60-80	\$ 60.70	n/a	n/a	n/a
	Swim Card (30 swims) - Resident	\$ 123.00	-	\$ 130.00	n/a	n/a	n/a
	Swim Card (30 swims) - Non-Resident	\$ 133.00	-	\$ 143.00	n/a	n/a	n/a
	Swim Card (45 swims) - Resident	\$ 171.00	-	\$ 194.00	n/a	n/a	n/a
	Swim Card (45 swims) - Non-Resident	\$ 181.00	-	\$ 214.00	n/a	n/a	n/a
	Age 3 to 17 years						
	Single Admission - Resident	\$ 4.50	\$4-6	n/a	n/a	n/a	n/a
	Single Admission - Non-Resident	\$ 5.25	\$4-6	n/a	n/a	n/a	n/a
	Swim Card (15 swims) - Resident	\$ 58.00	\$52-76	n/a	n/a	n/a	n/a
	Swim Card (15 swims) - Non-Resident	\$ 66.00	\$52-77	n/a	n/a	n/a	n/a
	Age 2 and under	No Charge	n/a	n/a	n/a	\$ 3.00	n/a
	Family Swim Pass, up to a family of four - Resident	\$ 275.00	\$ 250.00	\$ 374.20	n/a	n/a	n/a
	Family Swim Pass, up to a family of four - Non-Resident	\$ 295.00	\$ 300.00	\$ 411.60	n/a	n/a	n/a
	Each additional member over four in number - Resident	\$ 18.00	n/a	\$ 74.70	n/a	n/a	n/a
	Each additional member over four in number - Non-Resident	\$ 20.00	n/a	\$ 82.30	n/a	n/a	n/a
Lap Swimming							
	Concord Community Pool						
	Single Admission - Resident	\$ 5.25	\$6-12	\$ 4.00	\$ 72.00	n/a	n/a
	Single Admission - Non-Resident	\$ 6.25	n/a	\$ 4.00	\$ 82.00	n/a	n/a
	Swim Card (15 swims) - Resident	\$ 66.00	n/a	\$ 51.20	n/a	n/a	n/a
	Swim Card (15 swims) - Non-Resident	\$ 76.00	n/a	\$ 56.00	n/a	n/a	n/a
	Swim Card (30 swims) - Resident	\$ 123.00	n/a	\$ 96.00	n/a	n/a	n/a
	Swim Card (30 swims) - Non-Resident	\$ 133.00	n/a	\$ 105.60	n/a	n/a	n/a
	Swim Card (45 swims) - Resident	\$ 171.00	n/a	n/a	n/a	n/a	n/a
	Swim Card (45 swims) - Non-Resident	\$ 181.00	n/a	n/a	n/a	n/a	n/a
	Monthly Swim Pass - Resident	\$ 70.00	n/a	n/a	n/a	n/a	n/a
	Monthly Swim Pass -Non-Resident	\$ 75.00	n/a	n/a	n/a	n/a	n/a
Special Rentals							
	Concord Community Pool						
	Swim Meets						
	Daily Pool Rental (March - October)	\$ 1,750.00	\$1600-2000	\$ 1,027	n/a	n/a	n/a
	Daily Pool Rental November - February)	\$ 1,250.00	n/a	n/a	n/a	n/a	n/a
	Picnic Pavilion / Birthday Parties (per event)						
	Weekday	\$ 215.00	\$50-100	\$30-33	n/a	n/a	n/a
	Weekend	\$ 260.00	\$50-101	n/a	n/a	n/a	n/a

City of Concord
Parks and Recreation
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
Athletic Fields							
	Annual One-Time Registration Fee - Leagues	\$ 75.00	n/a				
	Cancellation/Reschedule/Permit Changes	\$ 25.00	n/a	\$ 30.28	\$ 50.00	n/a	n/a
	Reserved Use Fee - Resident or Concord Based Non-Profit / School						
	Non Profit Youth Programs (per field per hour)	\$ 7.00	n/a	\$ 12	\$15-20	n/a	n/a
	Non Profit Adult Groups/Programs (per field per hour)	\$ 35.00	\$27-34	n/a	\$20-50	n/a	n/a
	School Programs (per field per day)	\$ 30.00	n/a	n/a	n/a	n/a	n/a
	Reserved Use Fee - Non Resident / Commercial / For Profit General Sports Athletic Field (per field per hour)	\$ 40.00	\$32-39	n/a	n/a	\$ 44	n/a
	League Tournament Fees (Applies when entrance fees are collected for tournament participation)						
	Half Day (8am - 2 pm or 2 pm - 30 minutes past sunset) (per field)	\$ 150.00	n/a	n/a	n/a	n/a	n/a
	Full Day (12 hours or any use after 2 pm) (per field)	\$ 250.00	n/a	n/a	n/a	n/a	n/a
	<u>Willow Pass Community Park (per field per hour)</u>	\$ 35.00	n/a	n/a	\$15 Memorial Field		
	<u>Baldwin Park Bocce Courts</u>						
	Reserved Use Fee - Resident (per court per hour)	\$ 15.00	n/a	n/a	n/a	n/a	n/a
	Reserved Use Fee - Non-Resident (per court per hour)	\$ 25.00	n/a	n/a	n/a	n/a	n/a
	Refundable Damage Deposit	\$ 200.00	n/a	n/a	n/a	n/a	n/a
City Facility Alcohol Use Permit							
	Groups or individuals using City parks	\$ 75.00	\$60-100	n/a	n/a	n/a	n/a
	Use Deposit (refundable, depending upon condition of facility)	\$ 200.00	n/a	n/a	n/a	n/a	n/a
Community Center Rental Fees							
Centre Concord							
Weekend Rentals (Friday through Sunday):							
	Friday and Sunday 7-hour block of time Full Ballroom (7 hours)	\$ 1,700.00	\$90-160 per hour	\$140-240 5hr		n/a	\$ 208.00
	Saturday 10-hour block of time Full Ballroom (10 hours)	\$ 2,500.00	\$125-225 per hour	\$1120-2080		n/a	n/a
	Full Ballroom additional hourly rate	\$ 200.00	n/a	\$140-220	\$ 239.00	n/a	n/a
	1/3 Ballroom (per hour)	\$ 140.00	n/a	\$63-117	\$ 84.00	n/a	n/a
	2/3 Ballroom (per hour)	\$ 180.00	n/a	\$67-124	\$ 134.00	n/a	n/a
	Activity Center (per hour)	\$ 120.00	n/a	\$84-159	\$ 74.00	\$55-93	n/a
	Ballroom refundable damage deposit	\$ 1,000.00	n/a	\$ 500.00	\$ 500.00	n/a	n/a
	Activity Center refundable damage deposit	\$ 500.00	n/a	\$ 300.00	\$ 500.00	\$ 547.00	n/a
	Alcohol Permit	\$ 75.00	\$60-100	n/a	\$ 100.00	\$ 27.00	\$ 150.00
Weekday Rentals (Monday through Thursday):							
	Classroom (per hour)	\$ 35.00	n/a	\$30-56	\$ 70.00	n/a	n/a
	All day	\$ 250.00	n/a	-	n/a	n/a	n/a
	1/3 Ballroom (per hour)	\$ 90.00	n/a	\$26-62	n/a	n/a	n/a
	All day	\$ 525.00	n/a	-	n/a	n/a	n/a
	2/3 Ballroom (per hour)	\$ 110.00	n/a	\$25-58	n/a	n/a	n/a
	All day	\$ 675.00	n/a	-	n/a	n/a	n/a
	Full Ballroom (per hour)	\$ 140.00	n/a	\$50-117	n/a	n/a	n/a
	All day	\$ 825.00	n/a	-	n/a	n/a	n/a
	Activity Center (per hour)	\$ 75.00	n/a	\$53-124	\$ 100	n/a	n/a
	All day	\$ 475.00	n/a	-	n/a	n/a	n/a
	Kitchen Rental (per hour)	\$ 30.00	n/a	\$25-36 per hour	\$ 45.00	\$ 82.00	n/a

City of Concord
Parks and Recreation
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
	Alcohol Permit	\$ 75.00	n/a	n/a	\$ 100.00	\$ 27.00	\$ 150.00
	Willow Pass Center						
	Weekend Rentals:						
	Main Hall (per hour) (Friday evening and Saturday)	\$ 170.00	n/a	\$75-141	n/a	n/a	n/a
	Main Hall (per hour) (Sunday)	\$ 135.00	n/a	\$60-112	n/a	n/a	n/a
	Meeting rooms (per hour) (Friday evening and Saturday)	\$ 45.00	n/a	\$49-91	n/a	n/a	n/a
	Alcohol Permit	\$ 75.00	n/a	n/a	\$ 100.00	\$ 27.00	n/a
	Weekday Rentals:						
	Main Hall (per hour) (Monday - Friday before 5pm)	\$ 75.00	n/a	\$54-101	n/a	n/a	n/a
	Meeting rooms (per hour) (Monday - Friday before 5pm)	\$ 32.00	n/a	\$35-65	n/a	n/a	n/a
	Main Hall Weekday Package 9 hours	\$ 610.00	n/a	n/a	n/a	n/a	n/a
	Refundable Damage Deposit - Main Hall	\$ 750.00	\$100-1000	\$ 500.00	\$ 500.00	n/a	n/a
	Refundable Damage Deposit - Meeting Rooms	\$ 250.00	n/a	\$ 300.00	n/a	n/a	n/a
	Alcohol Permit	\$ 75.00	\$60-100	n/a	\$ 100.00	\$ 27.00	\$ 150.00
	Group Picnics						
	Resident						
	Hillcrest, Meadow Homes, Ygnacio Valley	\$ 100.00	\$ 85.00	\$58-107 Apple Hill	\$ 75.00	\$ 164.00	n/a
	Baldwin, Newhall	\$ 165.00	n/a	\$58-107 Balfour Park	n/a	n/a	n/a
	Concord Community Park #1	\$ 240.00	n/a	\$29-53 (25 capacity	\$100 capacity 40	n/a	n/a
	Concord Community Park #2	\$ 350.00	n/a	\$29-53 (25 capacity	\$110 Capacity 50	n/a	n/a
	Non-Resident		n/a	\$ 45.00	n/a	n/a	n/a
	Hillcrest, Meadow Homes, Ygnacio Valley	\$ 140.00	n/a	\$42-79 25 capacity	\$ 125.00	n/a	n/a
	Baldwin, Newhall	\$ 195.00	n/a	\$29-53 25 capacity	n/a	n/a	n/a
	Concord Community Park #1	\$ 280.00	n/a	\$29-53 per day	\$100 capacity 40	n/a	n/a
	Concord Community Park #2	\$ 390.00	n/a	\$124-231 100	\$110 Capacity 50	n/a	n/a
	Refundable Damage Deposit	\$ 200.00	\$100-300	Capacity	\$ 500.00	\$ 164.00	n/a
	Motion Picture Permit Processing						
	Application filing fee for permit for filming of motion pictures for commercial and non-commercial purposes (non-refundable)	\$ 250.00	\$100-500	n/a	n/a	n/a	n/a
	Pre-School						
	Two days per week (monthly installment)		\$1500-4100 per school year				
	Resident	\$ 125.00	n/a	n/a	n/a	n/a	n/a
	Non-Resident	\$ 130.00	n/a	n/a	n/a	n/a	n/a
	Three days per week (monthly installment)						
	Resident	\$ 189.00	n/a	n/a	n/a	n/a	n/a
	Non-Resident	\$ 194.00	n/a	n/a	n/a	n/a	n/a
	Registration Fee (non-refundable)	\$ 35.00	n/a	n/a	n/a	n/a	n/a
	Program Cancellation Fee	\$ 75.00	n/a	n/a	n/a	n/a	n/a
	Special Events						
	Non-refundable Application/Permit Fee	\$ 250.00	\$ 49.60	n/a	n/a	n/a	n/a

City of Concord
Parks and Recreation
User Fee Study - Fee Comparison

No	Fee Description	Concord- Current Fee	Walnut Creek	Brentwood	Antioch	Pittsburg	Dublin
No	Fee Description	Concord- Current Fee	Camp Berkeley Tuolumne	Camp Mather	San Jose Family Camp		
Camp Concord							
	Daily Rates (Summer 2012) - Family Campers (15% discount for Concord Residents)						
	Age 16 and over	\$ 99.00	\$ 114.00	\$ 14.00	\$ 63.00		
	Age 11 to 15	\$ 77.00	\$ 77.00	\$ 14.00	\$ 52.00		
	Age 6 to 10	\$ 56.00	\$ 77.00	\$ 7.00	\$ 52.00		
	Age 3 to 5	\$ 33.00	\$ 58.00	\$ 7.00	\$ 52.00		
	Age 2 and under	No Fee	No Fee	No fee	No fee		
	Off-Season (August through June) (fee based on number in group, nights and meals)						
	Adults - Age 13 and over	25.00 - 75.00	\$ 114.00	\$ 36.00	\$ 53.00		
	Children - Age 5 to 12 years	25.00 - 75.00	\$ 77.00	\$ 19.00	\$ 42.00		
No	Fee Description	Diablo Creek Golf Course (Concord)	Boundry Oaks (Walnut Creek)	Lone Tree (Antioch)	Delta View (Pittsburg)	Las Positas (Livermore)	
Golf Course							
	Daily Green Fees						
	Weekdays - Monday through Friday						
	9 holes (resident)	\$ 19.00	\$ 21.00	\$ 29.00	\$ 20.00	\$ 21.00	
	9 holes (non-resident)	\$ 21.00	\$ 25.00	\$ 29.00	\$ 20.00	\$ 23.00	
	18 holes (resident)	\$ 26.00	\$ 26.00	\$ 43.00	\$ 27.00	\$ 38.00	
	18 holes (non-resident)	\$ 32.00	\$ 32.00	\$ 43.00	\$ 35.00	\$ 38.00	
	Super Twilight (4 hours before dusk)	\$ 15.00	\$ 21.00	\$ 30.00	\$ 15.00	\$ 18.00	
	Seniors (resident)	\$ 21.00	\$ 25.00	\$ 38.00	\$ 17.00	\$ 28.00	
	Seniors (non-resident)	\$ 24.00	\$ 26.00	\$ 38.00	\$ 17.00	\$ 28.00	
	Junior (18 years & under) (resident)	\$ 14.00	\$ 21.00	\$ 14.00	\$ 20.00	\$ 17.00	
	Junior (18 years & under) (non-resident)	\$ 16.00	\$ 26.00	\$ 14.00	\$ 20.00	\$ 17.00	
	Weekends - Saturday, Sunday and Holidays						
	9 holes (resident)	\$ 22.00	\$ 24.00	\$ 32.00	\$ 25.00	\$ 22.00	
	9 holes (non-resident)	\$ 25.00	\$ 29.00	\$ 32.00	\$ 25.00	\$ 26.00	
	18 holes (resident)	\$ 35.00	\$ 38.00	\$ 53.00	\$ 41.00	\$ 48.00	
	18 holes (non-resident)	\$ 41.00	\$ 44.00	\$ 53.00	\$ 46.00	\$ 48.00	
	Super Twilight (4 hours before dusk)	\$ 18.00	\$ 27.00	\$ 38.00	\$ 25.00	\$ 20.00	
	Junior (18 years & under) (resident)	\$ 16.00	\$ 17.00	\$ 20.00	\$ 25.00	\$ 24.00	
	Junior (18 years & under) (non-resident)	\$ 18.00	\$ 23.00	\$ 20.00	\$ 25.00	\$ 24.00	



CITY OF CONCORD

Number:
 Authority:
 Effective:
 Revised:
 Reviewed:
 Initiating Dept.:

1. PURPOSE

To establish policy guidelines for setting and updating User Fees and Charges; establish cost recovery goals; and ensure compliance with State law.

2. GENERAL

California Constitution Articles XIIC and XIID [Prop 218], Article XIIC §1(e) [Prop 26] and Article XIII A [Proposition 13] have placed both substantive and procedural limits on cities' ability to impose fees and charges. This policy establishes a process for Concord's User Fees and Charges to be reviewed and updated on an ongoing basis to ensure that fees do not exceed the City's costs of providing services; keep pace with changes in the costs of providing the services; and keep pace with changes in methods of levels of service delivery.

3. REVIEW AND UPDATE

A comprehensive analysis of City costs and fees should be conducted at least every five years. In the interim, fees will be adjusted by annual changes in labor costs as approved by the City Council. Fees may also be changed based on supplemental analysis whenever there have been significant changes in the method, level or cost of service delivery.

4. POLICY

It is the policy of the City of Concord to set User Fees and Charges based on cost recovery levels in lieu of fully subsidizing fee-related activities with General Fund dollars. The cost recovery levels are reflective of the following policy statements.

1. Community-wide vs. Private Benefit: The level of user fee cost recovery should consider the *community-wide* versus *private-benefit* nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified individuals or groups.
2. Service Recipient vs. Service Driver: The concept of the *service recipient* versus *service driver* is particularly important for regulated activities such as development review and police-issued permits. It could be argued that the applicant is not the beneficiary of the City's development review efforts and that the community is the primary beneficiary. However, the applicant is the driver of development review costs, and as such, cost recovery from the applicant is appropriate.

Number:
Authority:
Effective:
Revised:
Reviewed:
Initiating Dept.:

3. Consistency with City Goals and Policies: City policies and Council goals related to the community's quality of life may also be factors in setting cost recovery levels. For example, fees can promote city-wide goals, facilitate environmental stewardship, encourage compliance with City regulations (e.g. water heater permits, minor but important permits to ensure safety) or discourage certain actions (e.g. false alarms, which negatively impact law enforcement).
4. Elasticity of Demand for Services: The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly-stimulated by low fees.

Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature is especially pronounced, and works against public policy, if the services are specifically targeted to low income groups.

5. Availability of Services from the Private Sector: High cost recovery levels are generally sought in situations where the service is available from other sources in order to preserve taxpayer funds for core City services. Conversely, services that are not available from other sources and are typically delivered when residents experience an emergency typically have low or zero cost recovery levels (e.g. response to a 911 call).

It should be noted, that the current Master Fee Schedule for recreational services includes a lower rate for Concord residents than residents living outside of Concord.

6. Feasibility of Collection and Recovery: Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should also be considered in developing user fees, especially if significant program costs are intended to be financed from that source.

Number:
 Authority:
 Effective:
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Target Cost Recovery Levels

Based on these policy statements, the following table overlays certain cost recovery levels grouped in low (0-40%), medium (40.1% to 80%), and high (80.1% to 100%) cost recovery ranges. It is important to note that these groupings provide policy guidance and are not absolute. Some policy statements may weigh more heavily than others, which may result in a different cost recovery level grouping for particular fees. For example, fees for recreational activities are expected to be set in general at the medium cost recovery level. However, fees for recreational activities for which there is high demand may have a high cost recovery level due to high enrollment levels per class. It is important to note that User Fees and Charges will be reviewed at least biennially by the City Council as part of approval of the Master Fee Schedule.

Cost Recovery Levels	Cost Recovery Percentage Range	Policy Considerations (one or all may apply)
Low	0% - 40%	<ul style="list-style-type: none"> • Public at-large benefits • No intended relationship between fee and benefit received • Fee collection not cost effective or would discourage compliance • No intent to limit use of service • Affordability of service to low-income residents
Medium	40.1% - 80%	<ul style="list-style-type: none"> • Services share factors of both low and high recovery levels
High	80.1% - 100%	<ul style="list-style-type: none"> • Individuals receive most of benefit of service • Other alternative service providers • Use is regulatory or specifically discouraged



December 3, 2015

□ **Administration**

1035 Detroit Ave.
Suite 200
Concord, CA 94518
p.(925) 676-5442
f. (925) 825-2732

□ **West Area**

3220 Blume Dr
Plaza One – Suite 139
Richmond, CA 94806
p.(510) 758-KIDY
f. (510) 233-5445

□ **Central Area**

1035 Detroit Ave.
Suite 200
Concord, CA 94518
p.(925) 676-KIDS
f. (925) 265-6510

□ **East Area**

5095 Lone Tree Way
Antioch, CA 94531
p.(925) 778-KIDS
f. (925) 778-6241

CoCoKids.org

Dear City Councils,

The economic success of a community is founded in its' structural roots. The roots we speak of here are the abilities of families to secure safe, healthy and enriched learning environments for their young children in their own neighborhoods during their work hours. Employers have found that when a parent knows that their children are safe and well provided for in quality child care programs, their focuses change and these employees can then give 100% of their time and talents to the work environment. These very roots are being strangled out of existence due to the inability of families to find affordable child care in their own neighborhoods.

The most cost effective child care is found in family child care (FCC) homes. The overhead involved in FCC is much lower than in centers because this business takes place directly in the provider's home. The dilemma comes when a large facility relocates because the lease is up on the home they are using to run their business or the small FCC facility applies for a capacity increase to a large licensed facility. In both of these situations the provider is required to obtain a Use-Permit. The high costs of these Use-Permits are a great financial obstacle. In recent years, very few small FCC businesses increased their capacities. In fact, many small and large FCC businesses closed. Now that the economy overall is on the rise, we have providers finding themselves in one of the two situation just described. The fees involved have become cost prohibitive.

The FCC community recently brought this issue to the attention of the Contra Costa Child Care Council. We are hopeful that these fee schedules can be modified both by the county and the city councils. The California Health and Safety Codes 1597.46 (a) (3) inform us that "The local government shall process a required permit as economically as possible. Fees charged for review cannot exceed the costs of the review and permit process." The CA

Codes further reveal: “1597.46 - All of the following shall apply to large family day care homes: (a) A city, county, or city and county shall not prohibit large family day care homes on lots zoned for single-family dwellings, but shall do one of the following; (1) Classify these homes as a permitted use of residential property for zoning purposes.” We would like to take this opportunity to petition the City Councils to follow 1597.46 and make changes by exempting, waiving or providing subsidies for these fees. Additionally, Article 1597.47 speaks to the fact that “the provisions of this chapter also shall not be construed to prohibit or restrict the abatement of nuisances by a city, county, or city and county. However, such ordinance or nuisance abatement shall not distinguish family child care facilities from other single-family dwellings, except as otherwise provided in this chapter”. We want to ask our Cities to take a close look at the way they are administering 1597.47 in non-discretionary permits. We have included a few case studies for further consideration.

Background information shows us that the capacity levels of the total current child care facilities do not meet the growing needs for affordable child care throughout our county. FCC businesses took the first blows as our economy collapsed in recent years, as one parent was displaced from the workforce child care was no longer needed by the family. Now that many parents are returning to work, we are finding a shortage of available licensed child care slots. In order to grow into a strong, healthy, family centered community, we must assure that the child care community once again is available for our families. The price of affordable child care cannot be placed on the backs of our child care workforce. FCC’s are required to pay at least minimum wages to their employees, yet when calculations of their own annual taxable incomes are completed and total hours worked in their child care facilities are accounted for, the majority of FCC providers make less than minimum wage themselves. We are seeking equanimity, social justice for the field of family child care. Please take this request into consideration of the highest importance. The FCC community must be allowed to expand. Each time a small FCC increases their capacity to a large facility; this action equals another small family child care facility opening in a neighborhood. Existing facilities expanding have a far greater chance of succeeding than a new facility opening. It makes greater financial sense for our county and cities to embrace large FCC businesses. They allow our communities to grow with no true negative impact on our neighborhoods.

Individual zoning requirements of each city in Contra Costa have very differing costs for the Use-Permits for large FCC microenterprises. We are asking that all our cities take another look at what they can do to resolve this problem. Many cities across California have found ways to subsidize or exempt, even waive these costs for large FCC. FCC must stay affordable in every neighborhood for our families. Child Care poses the second largest expense to families coming in second only to the cost of housing. Child care is a service to working families and the child care industry cannot further burden the families by passing on these expenses because increasing the costs of care will result in the loss of affordable child care for families. We ask that you take our request into consideration. Please exempt our large FCC facilities from Use-Permit fees.

Sincerely,

Toni Robertson
Quality Improvement Facilitator
toni.robertson@cocokids.org
(925) 265-6450

Enclosure: Zoning Permits - Case Studies

Zoning Permits – Case Studies

Case Study # 1

#1 – Is a husband and wife who together run a large family child care in Concord. They have lived in Concord for many years and began family child care in 2006 in a home that they owned. In 2007 they increased their capacity from a small family child care to a large. They lost their home in 2012. Their next home was leased and their large FCC facility was licensed in December of 2012. This lease ended in March 2015. They moved in April 2015 and their new location is a home leased for three years located just one street over from their last home/large family child care facility. (Children from the licensed facility can move with the provider to a new location pending CCLD clearance of the new site and the issuance of the new facility license. No advertising of the family child care can take place until the new license is issued. New children cannot be added until the new facility is issued the new license.) 1) They filed the application with CCL. 2) They are waiting for the visit for clearance by the State Fire Marshall. 3) They have visited the City of Concord Local Planning Department to apply for the required Use-Permit. They found that the cost for the Use Permit was: Current Planning Fee - \$730.00, Current Building Fee - \$172.00, and an additional charge of \$250.00 to “give notice of the proposed use by mail or delivery to all owners shown on the last equalized assessment roll as owning real property within a 100-foot radius of the exterior boundaries of the proposed large family child care home”. In Concord the fees for large family child care Use-Permits are \$1152.00. This family child care has never had to pay for this Use-Permit before for any of their previous locations over the past nine years of running a large family child care in Concord. The costs of the Use-Permit are financially a hardship for this small business and family. They are waiting for the facility to be licensed. Until they are licensed they cannot be reimbursed for the Federal Food Program sponsored by the Contra Costa Child Care Council, representing an additional financial hardship and they cannot fill the vacancies in their child care (a further financial hardship). They were told by the City of Concord that the expected length of time it will take for the city to process this Use Permit will be 3-6 months, once again another hardship for this provider. They need their license because this family child care income is the only source of income for their family.

Case Study # 2

#2 - Is a large family child care from Walnut Creek that has relocated her business in the City of Concord in September 2015. She moved with six of the 14 children she was licensed for in Walnut Creek (a practice allowed by CCLD.) She has three children that will be leaving her program in December. She was told by the City of Concord that the fees she would have to pay are \$1700. This provider cannot afford these fees! She is a provider that participates in the National Nutrition Program which reimburses licensed providers for serving nutritious food to the children in her care. This provider cannot be reimbursed until her new license is issued. She was told by the City of Concord that the Use-Permit will take 3-6 months to process. I advised this provider to submit a licensing application for small family child care so she can fill the vacancies in her child care and be reimbursed by the nutrition program. I further advised her that as soon as she receives her small license, she should immediately send in an application to increase her facility to large capacity. This does represent the costs of extra licensing fees but losing children during this lengthy process has left this provider with no other options. The City of Concord has caused an undue hardship on this provider through the great expenses charged for the Use Permit and the length of time it takes for them to process these permits.

Case Study # 3

FCC #3 – Was a small family child care provider who increased her capacity to large family child care. She had her garage finished off her for additional play space for the children in her care. Licensing accepted the increased space and cleared her increase in capacity to 12 children plus the 2 school age option. She received clearance from the State Fire Marshall. The City of Walnut charged her \$3000.00 for her Use-Permit. They required her to remove the flooring that she had placed down in the floor of her garage. She was further restricted to only allowing three children to be in the backyard at any given time. She came into our office just before the final inspection by the city. This is when our Quality Improvement Facilitator informed her of her rights and provided her with the California Health and Safety Codes that govern our cities and counties regarding large family child care. Community Care Licensing overrides local and county jurisdictions when it comes to licensed child care facilities. Cities cannot make rules in residential areas that only apply to the family child care facilities in those areas if they do not apply to other households. The fact that all other residential homes are not restricted to only three children

playing in their yards is a violation of her rights. The fact that any other homeowner can resurface their garage floors with flooring of their choice is another violation of this homeowner's rights. These rules must follow the California Code – Health and Safety Code section 1597.30-1597.621.

One day when this provider had less than six children (large licenses are not required by community care licensing to have an assistant when the total children present do not exceed the numbers a small facility can have) she was outside with all six children, one being an infant in her arms. She received a call from the Planning Division of the City of Walnut Creek (Use-Permit department) who said that the neighbor had called and that she could not be outside with more than three children. She explained that she did not have and was not required to have an assistant this day because she had so few children. She was informed that the planning department would have to reopen her case and that she would be charged more money for not abiding by the rules that they had agreed to on the non-discretionary permit that was issued to her. This provider has already paid the City of Walnut Creek \$3000.00, thus far, to be able to have a large family child care facility.

Case Study # 4

#4 – Is a large family child care provider who leased a home in a new location and relocated her large family child care facility, once again in Pittsburg. She paid the \$2000.00 Use –Permit fee. After living in this home for a very short time, the provider realized that the railroad tracks that were adjacent to the back of the property she was leasing were kicking up excess dust triggering asthma attacks and crises for her and several of the children under her care, which become a major health issues directly related to this location. The provider cannot relocate her home again because of the cost involved in obtaining a new Use-Permit.

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Additional CED Rate Changes on Separate Schedule
Fee Activity

Community & Economic Development

Annexation

1 PL Planning Review (*Actual Hours*)

Condition Compliance and Mitigation Monitoring

2 PEB Major (with DRB)

3 P/E Development Agreement

Design and Site Review

4 PEB Minor (Admin with no DRB)

5 PEB Major (with DRB)

6 PL Animal Permit (*Actual hours*)

Engineering Review:

10 EN Area of 2.5 acres or less

11 EN Area larger than 2.5 acres, but not larger than 25 acres

12 EN Area larger than 25 acres

13 EN Out of area sewer service application
(LAFCO application processing)

Condition Compliance and Mitigation Monitoring

14 PEB Minor (Admin with no DRB)

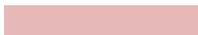
Building Move

(90-days from date of permit issuance to complete)

15 EN Inspection:

	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
1 PL Planning Review (<i>Actual Hours</i>)	\$ 2,000	10%	\$ 25,000	Deposit			
2 PEB Major (with DRB)	\$ 427	100%	\$ 15,000	Deposit			8
3 P/E Development Agreement	\$ 7,284	79%	\$ 10,000	Deposit			
4 PEB Minor (Admin with no DRB)	\$ 782	30%	\$ 3,000	Deposit			4
5 PEB Major (with DRB)	\$ 782	6%	\$ 15,000	Deposit			5
6 PL Animal Permit (<i>Actual hours</i>)	\$ 389	113%	\$ 500	Deposit			3
10 EN Area of 2.5 acres or less	\$ 2,000	70%	\$ 2,858	100%	\$ 858	43%	
11 EN Area larger than 2.5 acres, but not larger than 25 acres	\$ 3,000	74%	\$ 4,049	100%	\$ 1,049	35%	
12 EN Area larger than 25 acres	\$ 4,000	73%	\$ 5,478	100%	\$ 1,478	37%	
13 EN Out of area sewer service application (LAFCO application processing)	\$ 2,000	84%	\$ 2,382	100%	\$ 382	19%	
14 PEB Minor (Admin with no DRB)	\$ 427	45%	\$ 958	100%	\$ 531	124%	8
15 EN Inspection:	\$ 688	57%	\$ 1,210	100%	\$ 522	76%	

EN = Engineering PL = Planning P/E = Planning & Engineering

 Fees recommended to increase  Fees recommended to go down

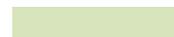
**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Additional CED Rate Changes on Separate Schedule
Fee Activity

Community & Economic Development

	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
16 EN Additional Plan Review - Planning & Engineering Review (single lot, part of subdivision) Engineering	\$ 172	42%	\$ 410	100%	\$ 238	138%	
Building Permit Stormwater Pollution Prevention Compliance							
17 P/E Temporary Use	\$ 358	62%	\$ 581	100%	\$ 223	62%	
Driveway (30-Days from date of permit to complete)							
18 EN Commercial	\$ 516	85%	\$ 605	100%	\$ 89	17%	
Curb / gutter / sidewalk, not in addition to major construction. (30-days issuance of Permit for complete)							
19 Each add'l 200 sq ft or fraction thereof	\$ -		\$ 76	100%	\$ 76	100%	
Administrative Permit (does not include design review)							
20 EN Additional time above minimum (per hour)	\$ 172	72%	\$ 238	100%	\$ 66	38%	
Right-of-way - Obstruction (street/parking space) (90-days from date of permit issuance to complete)							
Inspection:							
21 EN Parking space obstruction (per calendar day)	\$ 23	30%	\$ 76	100%	\$ 53	230%	
Building Permit Inspection Fees							
22 B Additional Inspections	\$ 92	75%	\$ 122	100%	\$ 30	33%	
Building Permit Stormwater Pollution Prevention Compliance							
23 EN Coordination (per 1/2 hour, 1/2 hour minimum)	\$ 86	72%	\$ 119	100%	\$ 33	38%	

EN = Engineering PL = Planning P/E = Planning & Engineering
PEB = Planning/Engineering/Building

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Additional CED Rate Changes on Separate Schedule	
Fee Activity	
Community & Economic Development	

	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
24 P/E Secondary Living Unit	\$ 1,847	186%	\$ 991	100%	\$ (856)	-46%	1
25 P/E Sidewalk Café Pre-Application Review (also requires Encroachment Permit see section 17)	\$ 702	171%	\$ 410	100%	\$ (292)	-42%	
26 PL Business License (Planning Review)	\$ 100	233%	\$ 43	100%	\$ (57)	-57%	
27 PL Vendor Permit	\$ 610	0%	\$ 581	100%	\$ (29)	-5%	10
28 PL Seasonal Outdoor Sales	\$ 584	341%	\$ 171	100%	\$ (413)	-71%	9
29 PL Seasonal Outdoor Sales - Refundable Security Deposit	\$ 2,500		\$ 2,500				9
Design and Site Review							
30 PEB Sign Design Review	\$ 1,074	184%	\$ 584	100%	\$ (490)	-46%	5
31 PEB Design and Site Review Extension Sign - Administrative Design Review	\$ 731	142%	\$ 514	100%	\$ (217)	-30%	1
32 PL Staff extension	\$ 598	349%	\$ 171	100%	\$ (427)	-71%	3
33 Board approval extension	\$ 438		\$ 343	100%	\$ (95)	-22%	
34 P/E Change of Use/Tenant	\$ 641	156%	\$ 410	100%	\$ (231)	-36%	
Driveway (30-Days from date of permit to complete) Inspection:							
35 EN Residential	\$ 516	171%	\$ 302	100%	\$ (214)	-41%	
Administrative Permit (does not include design review)							
36 PL Home Based Business	\$ 90	210%	\$ 43	100%	\$ (47)	-52%	23
37 PL Minor Exception	\$ 641	110%	\$ 581	100%	\$ (60)	-9%	
Administrative Permit (does not include design review)							
38 P/E New Use	\$ 641	110%	\$ 581	100%	\$ (60)	-9%	
Curb / gutter / sidewalk, not in addition to major construction. (30-days issuance of Permit for complete)							
38 EN Inspection fee up to 400 square feet	\$ 344	114%	\$ 302	100%	\$ (42)	-12%	

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Additional CED Rate Changes on Separate Schedule
Fee Activity

Community & Economic Development

Encroachment Permit Issuance and Processing

- 40 EN Application Processing
- 41 EN Filing fee exclusive of processing and inspection fees
- Additional Plan Review - Planning & Engineering
- 42 P/E Initial Application Review

Current		Recommendation		Change		Estimated Annual Volume
Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
\$ 172	130%	\$ 132	100%	\$ (40)	-23%	756
\$ 86	130%	\$ 66	100%	\$ (20)	-23%	
\$ 318	105%	\$ 304	100%	\$ (14)	-4%	

EN = Engineering PL = Planning P/E = Planning & Engineering
PEB = Planning/Engineering/Building

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

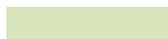
Fee Activity	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
POLICE FEES							
OTHER FEES							
1 PD Referee Sample Request *	\$ 41	31%	\$ 132	100%	\$ 91	222%	
* Plus actual costs for shipping if applicable							
PD Cardroom Permits							
2 Application fees (CMC 6-121,(d)(12))	No Fee						
3 Annual cardroom license fee (CMC 6-121,(j))	\$ 525	87%	\$ 607	100%	\$ 82	16%	
4 Annual per table fee (CMC 6-121,(j))	\$ 525	87%	\$ 607	100%	\$ 82	16%	
5 Assignment or transfer of license fee (CMC 6-121,(n))	No Fee						
PD Escort Service Permits (CMC 18-121 - 18-130)							
6 License (owner)	\$ 530	87%	\$ 607	100%	\$ 77	15%	
Public Motor Vehicle Permits Vehicle Permit (CMC 118-58(a))							
7 Application fee - Renewal Plus State fee	\$ 77	51%	\$ 152	100%	\$ 75	97%	
PD Video Games Permits							
8 Use permit application fee to Police Department to cover cost of investigation (CMC 6-234) Does not include State fingerprint processing fee	\$ 677	91%	\$ 745	100%	\$ 68	10%	
9 PD Manager's license fee to Police Department to cover cost of investigation (charged only if manager is not a Use Permit applicant) CMC 6-236 (Does not include required State fingerprint processing fee)	\$ 440	87%	\$ 506	100%	\$ 66	15%	

*New Fee

 Fees recommended to increase  Fees recommended to go down

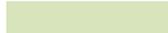
**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Fee Activity	Current		Recommendation		Change		Estimated Annual Volume	
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change		
POLICE FEES								
PD Public Motor Vehicle Permits								
Vehicle Permit (CMC 118-58(a))								
10	Application processing fee for Taxi Business (includes State fee)	\$ 440	87%	\$ 506	100%	\$ 66	15%	
PD Entertainment Permits (CMC 6-193(8))								
11	Application fee	\$ 150	74%	\$ 202	100%	\$ 52	35%	
12	Resident Permit fee	\$ 20	98%	\$ 20	100%			
13	PD Fingerprinting processing fee	\$ 41		\$ 41	100%			
14	Late application renewal fee (<i>entertainment permit approved after expiration of existing permit</i>)	\$ 75		\$ 75	100%			
	Current Administrative Processing Fee for Business License Reduced Per Reso 13-6042.2 11/12/2013 (New & Renewals)							
PD Driver Permits (CMC 118-72(a))								
15	Application fee - New (02-07-12) Plus State and FBI Livescan fee	\$ 121	80%	\$ 152	100%	\$ 31	26%	
PD Tobacco Retailers License (CMC 38-70)								
16	Hearing Fee	\$ 375	93%	\$ 405	100%	\$ 30	8%	
PD Massage Parlors, Out-Call Massage Services, and Massage Therapy Technician Permits								
17	Massage Therapy Technician permit fee (CMC 18-278(b))	\$ 72	71%	\$ 101	100%	\$ 29	40%	
18	Administrative processing fee	\$ 18		\$ 18				
19	Fingerprinting processing fee	\$ 41	100%	\$ 41	100%			
20	Massage parlor permit fee (CMC 18-277,(b))	\$ 138	91%	\$ 152	100%	\$ 14	10%	

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Fee Activity	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
POLICE FEES							
PD Tobacco Retailers License (CMC 38-70)							
21 Administrative and Enforcement Fee	\$ 175	87%	\$ 202	100%	\$ 27	15%	
PD Public Motor Vehicle Permits Vehicle Permit (CMC 118-58(a))							
22 Annual permit fee - 1st vehicle	\$ 179	88%	\$ 202	100%	\$ 23	13%	
PD Tobacco Retailers License (CMC 38-70)							
23 Administrative processing fee	\$ 18		\$ 18				
24 Re-Inspection Fee	\$ 120	89%	\$ 135	100%	\$ 15	13%	
PD Escort Service Permits (CMC 18-121 - 18-130)							
25 Permit (employee)	\$ 92	91%	\$ 101	100%	\$ 9	10%	
26 Fingerprinting processing fee (as set by State and Federal agencies 11/92)	\$ 41	100%	\$ 41	100%			
27 Administrative processing fee	\$ 18		\$ 18	100%			
PD Public Motor Vehicle Permits Vehicle Permit (CMC 118-58(a))							
28 Each additional vehicle	\$ 92	91%	\$ 101	100%	\$ 9	10%	
Late payment penalty (per month)	20%		20%				
Maximum (cumulative)	50%		50%				
29 Reinspection fee (CMC 118-90(l))	\$ 25	74%	\$ 34	100%	\$ 9	36%	
30 Administrative processing fee	\$ 18		\$ 18	100%			

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Fee Activity	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
POLICE FEES							
PD Door-to-Door Solitication Permits							
31 Application and Investigation Fee	\$ 27	80%	\$ 34	100%	\$ 7	26%	
PD Cardroom Employee Work Permit:							
32 Work permit fee (CMC 6-123,(d))	\$ 45	89%	\$ 51	100%	\$ 6	13%	
33 PD Duplicate ID cards for cardroom employees	\$ 19	91%	\$ 21	100%	\$ 2	11%	
34 Fingerprinting processing fee	\$ 41		\$ 41	100%	\$ -		
35 Administrative processing fee	\$ 18	100%	\$ 18				
36 Driver Transfer Fee	\$ 80	98%	\$ 82	100%	\$ 2	3%	
PD Entertainment Permits (CMC 6-193(8))							
37 Nonresident	\$ 30	147%	\$ 20	100%	\$ (10)	-33%	
PD Public Motor Vehicle Permits							
Vehicle Permit (CMC 118-58(a))							
38 Replacement Driver ID Card	\$ 45	216%	\$ 21	100%	\$ (24)	-53%	
PD Cardroom Permits							
39 Renewal application fee (CMC 6-123,(c))	\$ 45	110%	\$ 41	100%	\$ (4)	-9%	

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Fee Activity	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
POLICE FEES							
PD Concealed weapons permits							
40 Annual renewal City processing fee	\$ 41	20%	\$ 202	100%	\$ 161	393%	
PD Gun Storage Services Pursuant to Court Orders							
41 Administration Processing Fee per incident	\$ 60	33%	\$ 183	100%	\$ 123	205%	11
PD Emergency Response Cost Recovery							
42 Recovery of expenses for police emergency response as permitted by Government Code, Title 5, Article 8, Sections 53150-53158, not to exceed \$12K per incident - Per Hour (2 hour minimum)	\$ 140	69%	\$ 202	100%	\$ 62	44%	
PD Concealed weapons permits							
43 City processing fee	\$ 155	77%	\$ 202	100%	\$ 47	30%	3
44 Emergency Response Administrative Fee	\$ 100	82%	\$ 122	100%	\$ 22	22%	
Electronic Data Request (non-existing file;copy of producing disk & mailing)	\$ 25	82%	\$ 31	100%	\$ 6	24%	
PD Vehicle Inspection and Citation Sign Off							
45 Concord Resident	\$ 15	72%	\$ 21	100%	\$ 6	40%	500
46 Non-Concord Resident	\$ 20	96%	\$ 21	100%	\$ 1	5%	
47 Storage Fee per month (or any fraction thereof) per gun	\$ 5	82%	\$ 6	100%	\$ 1	20%	
PD Vehicle Identification Numbers							
48 Administration Fee - Vehicle Abatement Procedure	\$ 50	99%	\$ 51	100%	\$ 1	2%	1

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Fee Activity	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
POLICE FEES							
49 PD Concealed Weapons Dealer Permit (P&P 81) (confirm weapons dealer) Initial fee	\$ 520	257%	\$ 202	100%	\$ (318)	-61%	3
PD Rotation Towing Services (CMC 54-155) Application and Administration Fees							
50 Initial application fee for Rotational Tow Truck Business	\$ 425	232%	\$ 183	100%	\$ (242)	-57%	1
PD Second Hand Dealer							
51 Administrative processing fee (Covers the two-year permit period)	\$ 752	123%	\$ 612	100%	\$ (140)	-19%	10
PD Vehicle Abatement							
52 Administration Fee - Vehicle Abatement Procedure	\$ 105	343%	\$ 31	100%	\$ (74)	-70%	33
PD Rotation Towing Services (CMC 54-155)							
53 Driver Application Fee - New	\$ 121	198%	\$ 61	100%	\$ (60)	-50%	30
54 Driver Transfer Fee	\$ 80	385%	\$ 21	100%	\$ (59)	-74%	5
55 Driver Application Fee - Renewal	\$ 77	252%	\$ 31	100%	\$ (46)	-60%	15
56 Replacement I.D. card	\$ 45	460%	\$ 10	100%	\$ (35)	-78%	5
PD Clearance Letters							
57 Fee for non-resident	\$ 45	460%	\$ 10	100%	\$ (35)	-78%	
58 PD Review of Local Criminal History Summary information by individuals who may have records with Police Department (Non Refundable)	\$ 45	216%	\$ 21	100%	\$ (24)	-53%	5

 Fees recommended to increase  Fees recommended to go down

**City of Concord
Master Fee Schedule
Recommended Fee Changes**

Fee Activity	Current		Recommendation		Change		Estimated Annual Volume
	Current Fee	Existing Cost Recovery Percentage	Recommended Fee Level	Recommended Cost Recovery Percentage	Amount Change	Percent Change	
POLICE FEES							
PD Clearance Letters							
59 Fee for resident	\$ 30	307%	\$ 10	100%	\$ (20)	-67%	180
PD Alarm Systems							
60 Alarm system use permit fee (CMC 18-93(e))	\$ 40	192%	\$ 21	100%	\$ (19)	-48%	900
PD Concealed Weapons Dealer Permit (P&P 81) (confirm weapons dealer)							
61 Initial fee							
Annual renewal of existing license	\$ 115	114%	\$ 101	100%	\$ (14)	-12%	1
PD Processing of Photographs							
62 Electronic Data Request (existing file)	\$ 25	409%	\$ 6	100%	\$ (19)	-76%	
OTHER ADMINISTRATIVE FEES							
Administrative Processing Fee for Business Licenses or Permits							
1 FN Business License Exemption Audit Fee	\$ 284	130%	\$ 219	100%	\$ (65)	-23%	
Administrative Processing Fee for licenses or permits submitted online	18	33%	\$ -	0%	\$ (18)	-100%	1,000



Fees recommended to increase



Fees recommended to go down

**Planning Development Fee Comparison for Prototype Development Projects
Jan-16**

	Project Type							
	Single Family Residential		Medical Office		Multifamily Residential		Mixed-Use	
Site Acreage	2		1		2		2	
Number of Units	8		NA		100		80	
Retail Square Feet							15,000	
Total Square Feet	22,400		10,000		100,000		95,000	
Development cost	cost per unit	\$ 588,000	cost per sq ft	\$ 294	cost per unit	\$ 392,000	cost per sq ft	\$ 392
	Current Fee	Proposed Plan Fee	Current Fee	Proposed Plan Fee	Current Fee	Proposed Plan Fee	Current Fee	Proposed Plan Fee
Development Cost (less planning)	\$ 4,697,728	\$ 4,697,728	\$ 2,940,000	\$ 2,940,000	\$ 39,200,000	\$ 39,200,000	\$ 37,240,000	\$ 37,240,000
Planning Fees - Use Permit	1,314	3,149	1,314	3,149	1,314	3,149	1,314	3,149
Planning Fees - Design Review	782	2,602	782	2,602	782	2,602	782	2,602
<i> subtotal Planning Fees</i>	<i>2,096</i>	<i>5,751</i>	<i>2,096</i>	<i>5,751</i>	<i>2,096</i>	<i>5,751</i>	<i>2,096</i>	<i>5,751</i>
TOTAL Dev. Cost (TDC)	\$ 4,699,824	\$ 4,703,479	\$ 2,942,096	\$ 2,945,751	\$ 39,202,096	\$ 39,205,751	\$ 37,242,096	\$ 37,245,751
Planning Fees as % of TDC	0.0446%	0.1223%	0.0712%	0.1952%	0.0053%	0.0147%	0.0056%	0.0154%

**BEFORE THE CITY COUNCIL OF THE CITY OF CONCORD
COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA**

**A Resolution Amending Exhibit A to Resolution No.
78-6042 (Establishing Fees and Charges for Various
Municipal Services in the City of Concord)**

Resolution No. 16-6042.1

WHEREAS, the City Council provides a variety of municipal services; and

WHEREAS, the City Council adopted Resolution No. 78-6042 on October 9, 1978,
establishing a master resolution within which various municipal fees and charges would be located;
and

WHEREAS, amendments to Exhibit “A” to Resolution No. 78-6042 are necessary to establish
or delete various fees; and

WHEREAS, the Director of Finance has recommended that the City Council approve an
amendment to certain fees which are currently set forth in Exhibit “A” to this Resolution No. 16-
6042.1; and

WHEREAS, the City Council, at its meeting of April 26, 2016, received a report from the
Director of Finance identifying the need for such changes; and

WHEREAS, the City Council held public hearing on April 26, 2016, at which time any and
all members of the public were afforded an opportunity to address the City Council regarding this
matter; and

WHEREAS, upon close of the public hearings the City Council deliberated upon the
information received during the course of the public hearings.

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Date of Last Adoption: ~~2016 06-23-2015~~
Res. No.: ~~16-6042.1 15-6042.1~~

EXHIBIT A. RESOLUTION 78-6042
FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES

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G. Public Works Fleet Maintenance Fees.....	G1

CONTENTS (Continued)

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**EXHIBIT A. RESOLUTION 78-6042
 FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

Current Fee

A. ADMINISTRATIVE FEES

1. ~~Agendas for Public Meetings~~

a. Mailing subscription for agendas regularly produced two times or more per month:	
1) Annual fee (7-1-14)	105.00
2) One-half year fee (7-1-14)	56.00
b. Mailing subscription for agendas regularly produced less than two times per month:	
1) Annual fee (7-1-14)	49.00
2) One-half year fee (7-1-14)	28.00

21. Appeals to City Council

a. Appeals requiring public notice (CMC 2.05.040) (7-1-14)	117.00142.00
Plus Public Notification fee	
b. Appeals where public notice is not required (CMC 2.05.050) (7-1-14)	117.0049.00

32. City Employee Services

Hourly rates charged for special services requested that are provided by City employees. These hourly rates will also be used to calculate compliance with the California Uniform Public Construction Cost Accounting Act. (7-1-~~13~~16)

These hourly rates are used to calculate billable hourly rates. Billable hourly rates are defined to be the sum of the Productive Hourly rate plus the citywide indirect cost rate~~appropriate surcharge amount as calculated below using program surcharge factors provided by Table 2.~~ (7-1-~~13~~16)

Table 1

~~Table 2 deleted as City uses composite rate of 46% as determined by the Cost Allocation Plan dated December 2014. City program surcharge rates. Surcharge rates are multiplied by the appropriate City Employee Base Hourly rate to calculate the program surcharge amount. The program surcharge amount is then added to the appropriate Productive Hourly rate as set forth in Table 1 above to determine the billable hourly rate charged for special services requested and provided by City employees. (7-1-13).~~

Table 2

43. City Employee Services – Special Events Blended Rates (P&P No. 143)

a. Public Works – Maintenance (7-1-169-14)	113.6191.19
b. Public Works – Maintenance – Limited Services (7-1-169-13)	24.6522.45
c. Police Officer (7-1-169-14)	192.23146.02
d. Police Reserves (pass through) as quoted by Police Department (7-1-169-12)	43.4141.15
Materials and Equipment at cost (7-1- 16 13)	Actual Costs

A. ADMINISTRATIVE FEES (Continued)

	<u>Current Fee</u>
54. City Franchise and Telecommunication Agreement Fees	
Hourly rates charged for staff time devoted to work on City franchise and telecommunication agreements. (7-1-12).....	See A.32
a. Deposit for small projects (replenish as needed) (7-1-09).....	5,000.00
b. Deposit for large projects (replenish as needed) (7-1-09).....	10,000.00
65. Copies including Public Records/Information	
a. Photo copy of public record — page size not to exceed 11"x17" (4-28-86)	
1) Each page (2-2-99)10
b. Print from microfilm (each print) (7-1-14)	3.00
c. Print copy of public record — oversized page exceeding 11"x17" such as maps, drawings, plans, etc.	
1) Each page (7-1-14)Cost of production	Actual Costs 39.00
Or	
Actual cost (7-1-0916)	
d. Extract of document and certification (each page) (7-1-14).....	19.00 4.00
e. Certifying documents, Live Certificates (each document) (7-1-11)	29.00 26.00
f. Budget (Vol. I and II), Capital Improvement Program, and Annual Financial Report (per copy) (7-1-14).....	86.00
g. Computer data— use of equipment and personnel (per hour) (7-1-07).....	See A.3
h. Geographic information system information (per hour) (GIS) (7-1-07).....	See A.3
i. Document imaging fee (per image)	
1) Per document image up to 11" x 17" (7-1-09)	1.50
2) Per document image greater than 11" x 17" (7-1-12).....	3.50
j. Campaign statements and statements of economic interests (Government Code §1008) (each page) (4-28-86).....	.10
kg. Business License Listings	
1) Staff provided Electronic copy of business license list (7-1-09)	45.00
2) Business license list copied to CD (7-1-09).....	50.00
76. Housing Rehabilitation Loan Fees	
a. Loan Origination Fee (7-01-14).....	87.00
b. Plus other loan administrative costs. This includes but is not limited to title, lien, registration appraisal, inspections and other loan processing costs (7-1-07).....	Actual Costs
87. Inspection/Abatement Warrants	
Fee charged per warrant (7-1-13).....	396.00
98. MobilehomeMobile home Rent Review Fees	
For appeals and petitions regarding rent increases in Concord Mobilehome Mobile home Parks (7-1-08)	Actual Costs

A. ADMINISTRATIVE FEES (Continued)

	Current Fee
109. Notice of Intent to Circulate Municipal Initiative Petition	
Fee due when petition filed (7-1-08)	200.00
110. Past Due Receivables	
A late charge for past due receivables (per month) (of amount due) (7-1-04).....	3.00%
121. Postage and Handling	
Minimum charge (7-1-11).....	<u>Actual costs</u>
Plus postage (actual cost) (7-1-04)	
132. Rental of Television Facilities (City Council Chamber)	
a. For activities not related to the City of Concord	
1) First hour (7-1-14)	173.00
2) Each additional hour or fraction thereof (7-1-14).....	86.00
134. Returned Checks	
a. First Returned Check (07-01-04).....	25.00
b. Subsequent Returned Checks (07-01-04)	35.00
1514. Special Parking Permit	
Per Year (7-1-13)	11.30
1516. Subordination Agreement to Facilitate Refinance	
Per refinance (7-1-13)	225.00
1716. Subpoena and Summons	
Refer to Administrative Directive No. 25 for procedures for accepting and responding to subpoenas and summons. Per State law (Evidence Code Section 1563), all reasonable costs for research and production of City records shall be charged to the party serving the subpoena, as follows:	
a. Standard copying of documents not larger than 8-1/2" x 14" (per page) (10-24-89)10
b. Copying documents from microfilm (per page) (10-24-89)	0.20
c. Clerical Staff Time (per person per hour) (Evidence Code 1563) (7-1-07)	24.00
d. Reproducing oversized documents or documents requiring special processing such as blueprints (10-24-89).....	Actual costs
e. Postal charges (10-24-89).....	Actual costs
f. If documents no longer exist, preparation of statement setting forth the dates of City Council authorization for document destruction (maximum) (7-1-06)	26.00
g. Notwithstanding the above, if the records are provided for inspection or photo copying at City Hall, the total fee for complying with the subpoena shall not exceed \$15 and, in cases where records must be retrieved from microfilm, copying costs and clerical costs shall be those set forth as above. (10-24-89)	
h. Witness Fees per Government Code Section 68096.1. If a City employee is subpoenaed to appear at a deposition or in court, payment is required for that employee's actual salary plus benefits for the time spent away from the employee's regular duties, including travel and preparation time. A deposit is required in advance (per day) (7-1-06).....	<u>275.00</u> 150.00

A. ADMINISTRATIVE FEES (Continued)

	Current Fee
Plus mileage (per mile) (7-1-14) <u>Other costs allowed by law including evidence. (Code 1563)</u>	-56
<u>1817</u>. Audio/Visual Reproduction (CD/DVD)	
a. Copy of CD/DVD (per disk) <u>non-existing data file (7-1-147-1-16)</u>	<u>29.00</u> 25.00
<u>b. Copy of Existing Data File (7-1-16)</u>	<u>9.00</u>
Requests for multiple copies will be referred to local vendor(s) equipped to provide such services. (7-1-99)	Actual costs
<u>1819</u>. Electric Charging Station	
a. Hourly fee (11-18-14)	1.75/hr.

A. ADMINISTRATIVE FEES (Continued)

Table 1 - City Employee Hourly Rates for Requested Services (7-1-167-1-14)

<u>Job Code</u>	<u>Description</u>	<u>Productive Hourly Rate before Indirect Cost Rate</u>	<u>Indirect Cost Rate</u>	<u>Productive Hourly Rate</u>
4155	Account Clerk III	53.44	46%	78.02
3530	Accountant II	84.47	46%	123.33
4153	Accounts Payable Team Leader	58.55	46%	85.48
4586	Administrative Clerk II	50.01	46%	73.01
4584	Administrative Clerk III	50.91	46%	74.34
3711	Administrative Coordinator	76.06	46%	111.04
4570	Administrative Secretary	58.40	46%	85.27
2315	Administrative Svcs Manager	118.60	46%	173.15
1707	Assistant City Attorney	147.68	46%	215.62
3113	Associate Civil Engineer	93.17	46%	136.03
3132	Associate Planner	81.04	46%	118.32
4760	Automotive Parts Worker	45.27	46%	66.10
2342	Budget Analyst	95.31	46%	139.15
2324	Budget Officer	128.68	46%	187.87
3375	Building Inspection Supervisor	91.06	46%	132.95
3374	Building Inspector	78.19	46%	114.16
9531	Camp Director	54.90	46%	80.15
9018	Camp Facility Specialist	59.41	46%	86.74
4755	Central Storekeeper	50.98	46%	74.44
2130	Chief Building Official	149.42	46%	218.16
1720	Chief of Police	218.89	46%	319.58
1705	City Attorney	193.50	46%	282.51
1321	City Clerk	94.96	46%	138.64
2120	City Engineer	149.42	46%	218.16
1521	City Manager	216.76	46%	316.47
3376	Code Enforcement Officer	52.12	46%	76.10
2334	Community Relations Manager	101.44	46%	148.11
7126	Community Service Officer	54.66	46%	79.81
2133	Concord Reuse Area Planner	123.33	46%	180.06
1750	Concord Reuse Project Director	170.03	46%	248.25
4571	Confidential Secretary	68.04	46%	99.33
3377	Construction Inspection Sprvsr	94.61	46%	138.14
3354	Construction Inspector	73.41	46%	107.17
3759	Deputy City Clerk	94.36	46%	137.77
1714	Deputy City Manager	167.21	46%	244.13
1760	Dir of Parks and Recreation	149.87	46%	218.80
1733	Dir. of Community/Econ Dev Svc	170.85	46%	249.44
1727	Director of Finance	163.27	46%	238.37
1745	Director of Human Resources	160.25	46%	233.97
1728	Director Of Info. Technology	169.39	46%	247.31
1725	Director of Public Works	170.85	46%	249.44
2136	Economic Development & Housing Manager	146.20	46%	213.46
2134	Economic Development Manager	111.22	46%	162.38
3135	Economic Development Specialist	72.11	46%	105.27

A. ADMINISTRATIVE FEES (Continued)

<u>Job Code</u>	<u>Description</u>	<u>Productive Hourly Rate before Indirect Cost Rate</u>	<u>Indirect Cost Rate</u>	<u>Productive Hourly Rate</u>
6163	Environmental Maintenance Tech	62.21	46%	90.82
6412	Equipment Mechanic	71.92	46%	105.00
4564	Exec.Assistant - Council/Mgr.	80.73	46%	117.86
4566	Executive Legal Seretary	76.08	46%	111.07
4569	Executive Secretary	71.49	46%	104.38
2710	Facilities Maintenance Manager	114.24	46%	166.80
6542	Facilities Maintenance Tech	63.40	46%	92.56
2322	Financial Operations Manager	102.85	46%	150.17
7130	Forensic Specialist I	57.10	46%	83.36
6722	General Laborer	32.15	46%	46.93
3710	GIS Program Analyst	69.21	46%	101.05
4576	Graphic Designer	54.56	46%	79.66
6314	Heavy Equipment Operator I	64.35	46%	93.95
6312	Heavy Equipment Operator II	67.01	46%	97.84
2357	Human Resources Analyst I	80.10	46%	116.95
2356	Human Resources Analyst II	91.94	46%	134.24
4580	Human Resources Specialist	63.79	46%	93.13
4585	Human Resources Technician II	35.80	46%	52.27
2331	Information Technology Manager	119.13	46%	173.93
2715	Infrastructure Maint. Manager	103.85	46%	151.62
3116	Junior Engineer	80.80	46%	117.97
6616	Landscape Gardener	66.88	46%	97.65
4351	Lead Dispatcher	76.97	46%	112.38
1234	LRA Project Manager	174.09	46%	254.17
6532	Maintenance Electrician	82.64	46%	120.66
6614	Maintenance Gardener	65.36	46%	95.42
6522	Maintenance Painter	74.03	46%	108.08
6115	Maintenance Team Leader	74.03	46%	108.08
6426	Maintenance Utility Mechanic	74.03	46%	108.08
6714	Maintenance Worker I	48.11	46%	70.24
6712	Maintenance Worker II	56.39	46%	82.34
3702	Microcomputer Coordinator	67.82	46%	99.02
9556	Parking Services Officer	46.17	46%	67.41
6168	Parks Lead Worker	66.49	46%	97.08
2518	Parks Manager	131.82	46%	192.46
4158	Payroll Specialist	75.24	46%	109.85
4160	Payroll Technician	62.35	46%	91.03
3341	Permit Center Technician I	48.11	46%	70.25
3343	Permit Center Technician III	66.24	46%	96.71
3140	Plan Check Engineer	96.71	46%	141.20
2123	Planning Manager	149.42	46%	218.16
2921	Police Captain	211.65	46%	309.00
4352	Police Dispatcher I	59.28	46%	86.55
4353	Police Dispatcher II	69.57	46%	101.57

A. ADMINISTRATIVE FEES (Continued)

<u>Job Code</u>	<u>Description</u>	<u>Productive Hourly Rate before Indirect Cost Rate</u>	<u>Indirect Cost Rate</u>	<u>Productive Hourly Rate</u>
2923	Police Lieutenant	172.82	46%	252.31
7115	Police Officer	100.24	46%	146.34
2332	Police Records Manager	88.57	46%	129.31
7114	Police Sergeant	135.42	46%	197.72
2132	Principal Planner	116.50	46%	170.09
2337	Printing Services Supervisor	84.47	46%	123.32
3630	Program Assistant	65.73	46%	95.97
2520	Program Manager	102.06	46%	149.01
3701	Programmer Analyst	63.93	46%	93.33
6113	Public Works Lead Wkr-Infra Mn	62.93	46%	91.87
6114	Public Works Lead Worker	69.45	46%	101.40
3378	Public Works Supervisor	82.07	46%	119.82
2360	Purchasing Agent	112.55	46%	164.32
3640	Recreation & Special Events Program Coordinator	69.39	46%	101.32
3640	Recreation Program Coordinator	68.44	46%	99.92
2520	Recreation Program Manager	106.70	46%	155.78
9555	Recycling Theft Prevent Spec	61.95	46%	90.45
4569	Reuse Project Exec. Assistant	64.99	46%	94.88
4159	Revenue Generation Team Leader	70.08	46%	102.31
2311	Senior Administrative Analyst	100.64	46%	146.94
1706	Senior Assistant City Attorney	168.07	46%	245.38
3369	Senior Building Inspector	76.12	46%	111.14
2150	Senior Civil Engineer	121.59	46%	177.52
9543	Senior Crimes Analyst	72.66	46%	106.09
2338	Senior Financial Analyst	109.33	46%	159.63
2352	Senior Human Resources Analyst	95.43	46%	139.33
6120	Senior Maintenance Team Leader	76.55	46%	111.77
3130	Senior Planner	93.88	46%	137.07
3703	Senior Programmer Analyst	71.91	46%	104.99
6510	Senior Traffic Signal Tech	88.35	46%	129.00
6324	Sweeper Operator	65.36	46%	95.42
2327	Systems & Program Manager	106.14	46%	154.97
2327	Systems & Programming Manager	107.63	46%	157.14
2329	Systems Manager	106.51	46%	155.51
6511	Traffic Signal Technician	72.32	46%	105.58
2118	Transportation Manager	149.42	46%	218.16
2151	Transportation Program Mgr. II	125.94	46%	183.88
4150	Treasury Technician	55.50	46%	81.03
6166	Tree Lead Worker	66.49	46%	97.08
9557	Vehicle Abatement Officer	41.90	46%	61.17
9542	Violence-Victim Advocate	64.98	46%	94.87
3705	Web Coordinator	63.89	46%	93.28

A. ADMINISTRATIVE FEES (Continued)

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A. ADMINISTRATIVE FEES (Continued)

Table 2 - City Programs Cost Recovery Surcharge (7-1-167-1-13) Eliminate 46% to be Used

Program Number	Program Name	Current Surcharge Percentage
1200	City Management	22.31%
1300	Community Relations	8.96%
1400	Administrative Services & City Clerk	20.29%
1410	Elections	0.00%
1500	Printing Services	38.27%
1600	Franchise Management	32.14%
1700	City Attorney	10.56%
2000	Employee Relations	13.23%
2010	Labor Relations	6.80%
2020	Recruitment & Selection	12.55%
2030	Workers' Compensation	10.96%
2040	Benefits Administration	12.92%
2050	Organizational Training & Development	11.16%
2060	Classification & Compensation	14.66%
2500	Information Technology—Administration	20.86%
2605	Project Management Office	16.75%
2615	Information Technology—Operations	36.72%
2625	Information Technology—Customer Service	30.31%
2710	Geographic Information Services	22.16%
3100	Finance Administration	14.80%
3200	Financial Analysis & Reporting	14.28%
3210	Disbursements	18.39%
3300	Budget & Financial Planning	12.21%
3400	Purchasing & Materials Management	16.62%
3600	City Treasury	29.00%
3610	Revenue Generation	19.96%
4100	Recreation Services—Administration	49.70%
4200	Camp Concord	48.83%
4210	Facility Operations & Programs	18.72%
4220	Sports & Events	35.82%
4230	Youth & Family Service	7.24%
4240	Senior & Special Recreation Services	14.51%
5100	Public Works—Administration	29.08%
5210	Sewer—Collection System	20.89%
5310	Transportation Planning	5.47%
5320	Transportation Signs & Markings	33.12%
5330	Traffic Operations	14.16%
5340	Traffic Signals & Street Lights	50.01%
5350	City-Wide Street Lighting District	51.41%
5400	Storm Water Administration	17.85%
5410	Drainage Management	24.03%
5420	Street Cleaning	79.63%
5500	Fleet Management	34.69%
5600	Street Maintenance	68.54%
5610	Curbs, Gutters & Sidewalk Maintenance	26.48%
5700	Parks Services	52.96%
5710	Street Trees, Medians & Open Space	32.47%
5720	Landscape Maintenance	38.24%
5730	Building Maintenance	27.14%
5740	Custodial Services	25.71%
5750	Graffiti Removal	64.43%

A. ADMINISTRATIVE FEES (Continued)

Program Number	Program Name	Current Surcharge Percentage
6100	Engineering—Administration	42.88%
6200	Current Development	52.62%
6300	Design-to-Capital Improvement Program	64.49%
7110	Police Internal Affairs	11.69%
7120	Police Parking	30.17%
7125	Police Abatement	28.28%
7130	PD Emergency Preparedness	52.24%
7135	Police Volunteer	36.06%
7190	Police Administration	5.17%
7310	Field Operations—Patrol	23.05%
7320	Field Operations—SWAT	50.65%
7330	Field Operations—Detentions	41.18%
7340	Field Operations—Traffic	21.36%
7345	Field Operations—Special Events	16.88%
7350	Field Operations—SET	21.42%
7360	Field Operations—Community Service Desk	32.92%
7380	Field Operations—Community Policing	20.19%
7385	Field Operations—Code Enforcement	39.05%
7390	Field Operations—Administration	2.27%
7410	Support—SRO	17.90%
7420	Support—Special Victim Unit	22.57%
7430	Support—CSI	34.34%
7435	Support—Support Property	50.11%
7440	Support—Financial Crimes	22.64%
7450	Support—SIB	24.46%
7455	Support—Major Crimes	20.98%
7460	Support—Training	50.93%
7490	Support—Administration	4.86%
8100	Community Development—Administration	21.09%
8200	Planning	15.24%
8310	Business Development	16.56%
8600	Building Permits & Inspection	25.55%
8710	Multi-Family Housing Inspection	15.83%
8800	Community Services	18.12%
8900	Housing	8.66%

**EXHIBIT A. RESOLUTION 78-6042
 FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

	<u>Current Fee</u>
B. BUSINESS, PROFESSIONS AND TRADES FEES	
1. Administrative Processing Fee for Business License or Permits	
a. Administrative processing fee renewal of license or permits <u>in person or hard copy</u> (11-12-13).....	18.00
<u>b. Administrative processing fee renewal of license or permits online (07-01-16).....</u>	<u>0.00</u>
<u>bc. Administrative processing fee issue of new license or permits in person or hard copy</u> (11-12-13).....	18.00
<u>d. Administrative processing fee issue new license or permits online (07-01-16)</u>	<u>0.00</u>
<u>eed. Business License Exemption Audit Fee (7-1-167-1-13)</u>	<u>219.00284.00</u>
2. Cardroom Permits(moved to Section E, Police Fees)	
a. Application fees (CMC 5.35.010(d)(12)) (11-5-79).....	No Fee
b. Annual cardroom license fee (CMC 5.35.010(j)) (7-1-08)	525.00
e. Annual per table fee (CMC 5.35.010(j)) (7-1-08)	525.00
d. Assignment or transfer of license fee (CMC 5.35.010(n)) (11-5-79)	No Fee
e. Cardroom Employee Work Permit:	
1) Work permit fee (CMC 5.35.030(d)) (7-1-08)	45.00
2) Renewal application fee (CMC 5.35.030 (e)) (7-1-08)	45.00
3) Duplicate ID cards for cardroom employees (7-1-08).....	19.00
f. Fingerprint processing fee (7-1-95).....	See E.6.
g. Administrative processing fee (7-1-04).....	See B.1.
3. Door to Door Solicitation Permit	
a. Application and Investigation fee (7-01-08).....	27.00
4. Entertainment Permits (CMC 5.45.030(8))	
a. Application fee (7-1-10)	150.00
b. Permit fee	
1) Resident (7-1-08)	20.00
2) Non-resident (7-1-08).....	30.00
e. Fingerprint processing fee (7-1-95).....	See E.6.
d. Administrative processing fee (7-1-04).....	See B.1.
e. Late application renewal fee (entertainment permit approved after expiration of existing permit) (7-1-10).....	75.00

B. BUSINESS, PROFESSIONS AND TRADES FEES (Continued)

	Current Fee
5. Escort Service Permits (CMC 5.50.010 – 5.50.100)	
a. License (owner) (7-1-08).....	530.00
b. Permit (employee) (7-1-10).....	92.00
c. Fingerprint processing fee (as set by State and Federal agencies 11/92) (7-1-95).....	See E.6.
d. Administrative processing fee (7-1-04).....	See B.1.
6. Massage Parlors, Out-Call Massage Services, and Massage Therapy Technician Permits	
a. Massage parlor permit fee (CMC 5.75.040(a)) (7-1-10).....	138.00
b. Massage Therapy Technician permit fee (CMC 5.75.110) (7-1-10).....	72.00
c. Administrative processing fee (7-1-04).....	See B.1.
d. Fingerprint processing fee (7-1-95).....	See E.6.
7. Public Motor Vehicle Permits	
a. Vehicle Permit (CMC 5.95.140(a))	
1) Annual permit fee – 1st vehicle (7-1-10).....	179.00
2) Application processing fee for Taxi Business (includes State fee) (7-1-08).....	440.00
3) Each additional vehicle (7-1-10).....	92.00
4) Late payment penalty (per month) (5-12-86).....	20%
Maximum (cumulative) (5-12-86).....	50%
5) Reinspection fee (CMC 118-90(l)) (7-1-07).....	25.00
6) Administrative processing fee (7-1-04).....	See B.1.
b. Driver Permits (CMC 5.95.210(a))	
1) Application fee – New (02-07-12).....	121.00
Plus State and FBI Livescan fee	
2) Application fee – Renewal (02-07-12).....	77.00
Plus State and FBI Livescan fee	
3) Fingerprint processing fee.....	See E.6.
4) Administrative processing fee (7-1-04).....	See B.1.
5) Driver Transfer Fee (7-1-10).....	80.00
6) Replacement Driver ID Card (7-1-11).....	45.00
c. Taxicab Rates (CMC 5.95.300(d))	
1) Drop fee (7-1-14).....	3.05
2) Each 1/10 mile thereafter (7-1-14).....	0.300
or	
Each mile thereafter (7-1-14).....	3.00

B. BUSINESS, PROFESSIONS AND TRADES FEES (Continued)

	Current Fee
3) — Delivery — meter rate plus (7-1-14).....	4.25
4) — Waiting time, traffic delay per every 36 seconds (7-1-14).....	0.300
5) — Waiting time, traffic delay per hour (7-1-14).....	30.00
<u>Moved to POLICE FEES Section F8... Tobacco Retailers License (CMC 5.100.100)</u>	
a. — Administrative and Enforcement Fee (7-1-08).....	175.00
b. — Hearing Fee (7-1-08).....	375.00
e. — Re-inspection Fee (7-1-08).....	120.00
<u>9. — Video Games Permits</u>	
a. — Use permit application fee to Police Department to cover cost of investigation (Does not include required State fingerprint processing fee) (7-1-10).....	677.00
b. — Manager's license fee to Police Department to cover cost of investigation. (Charged only if manager is not a Use Permit applicant.) (Does not include required State fingerprint processing fee) (7-1-08).....	440.00
c. — Administrative processing fee (7-1-04).....	See B-1.

B. BUSINESS, PROFESSIONS AND TRADES FEES (Continued)

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**EXHIBIT A. RESOLUTION 78-6042
 FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

Current Fee

C. PARKS AND RECREATION FEES

1. Adult Sports

a. Softball League		
1) Summer		
a) Per team (9-1-13)		825.00
Plus non-resident fee (per participant) (1-1-07)		13.00
2) Fall		
1) 8-Game Season (7-1-16)		615.00
2) 10 Game Season (7-1-16)		775.00
3) 12-Game Season (7-1-16)		915.00
a) Per team (7-1-12)		530.00
Plus non-resident fee (per participant) (1-1-07)		13.00
b. Tournaments, year round (per game) (7-1-12) See 3d		21.00

2. Aquatics

a. Recreational Swimming		
1) Concord Community Pool		
a) Age 18 years and older		
Single Admission - Resident (9-1-12).....		5.25
Single Admission - Non Resident (9-1-12).....		6.25
Swim Card (15 swims) - Resident (9-1-13).....		66.00
Swim Card (15 swims) - Non-Resident (9-1-13).....		76.00
Swim Card (30 swims) – Resident (9-1-13).....		123.00
Swim Card (30 swims) – Non-resident (9-1-13).....		133.00
Swim Card (45 swims) – Resident (9-1-13).....		171.00
Swim Card (45 swims) – Non-resident (9-1-13).....		181.00
b) Age 3 to 17 years		
Single Admission - Resident (9-1-12).....		4.50
Single Admission - Non Resident (9-1-12).....		5.25
Swim Card (15 swims) - Resident (9-1-13).....		58.00
Swim Card (15 swims) - Non-Resident (9-1-12).....		66.00
c) Age 2 and under <u>with a paid parent</u> (9-1-13).....		No Charge
d) Family Swim Pass, up to a family of four - Resident (5-1-11).....		275.00

C. PARKS AND RECREATION FEES (Continued)

	<u>Current Fee</u>
Family Swim Pass, up to a family of four - Non-Resident (5-1-11).....	295.00
Each additional member over four in number - Resident (5-1-11).....	18.00
Each additional member over four in number - Non-Resident (5-1-11).....	20.00
b. Lap Swimming	
1) Concord Community Pool	
a) Single Admission - Resident (9-1-12).....	5.25
Single Admission — Non Resident (9-1-12)	6.25
<u>Single Admission – Senior (65>) Resident (7-1-16).....</u>	<u>4.50</u>
<u>Single Admission – Senior (65>) Non-resident (7-1-16).....</u>	<u>5.50</u>
b) Swim Card (15 swims) – Resident (9-1-13).....	66.00
Swim Card (15 swims) – Non-Resident (9-1-13).....	76.00
c) Swim Card (30 swims) – Resident (9-1-13).....	123.00
Swim Card (30 swims) – Non-resident (9-1-13)	133.00
d) Swim Card (45 swims) – Resident (9-1-13).....	171.00
Swim Card (45 swims) – Non-resident (9-1-13).....	181.00
e) Monthly Swim Pass – Resident (5-1-11).....	70.00
Monthly Swim Pass – Non-Resident (5-1-11).....	75.00
c. Special Rentals	
1) Concord Community Pool	
a) Swim Meets	
Daily Pool Rental (March through October) (7-1-12).....	1,750.00
Daily Pool Rental (November through February) (7-1-12).....	1,250.00
<u>Hourly Pool Rental (Up to 5-hours) (7-1-16).....</u>	<u>250.00/hr</u>
b) Picnic Pavilion/Birthday Parties (per event)	
Weekday 1-15 Participants (7-1-167-1-12)	125.00 <u>215.00</u>
<u>Weekday 16-30 Participants (7-1-16).....</u>	<u>225.00</u>
Weekend 1-15 Participants (7-1-167-1-12)	140.00 <u>260.00</u>
<u>Weekend 16-30 Participants (7-1-16).....</u>	<u>270.00</u>
3. Athletic Fields	
a. Administration Fee	
1) Annual One-Time Registration Fee – Leagues (7-1-08).....	75.00
2) Cancellation/Reschedule/Permit Changes (7-1-08).....	25.00
b. Reserved Use Fee – Resident or Concord Based Non-Profit / School (7-1-08)	
4 hour minimum use period on Saturday, Sunday, and holidays (8:00am to noon, noon to 4:00pm or 4:00pm to sunset)	
1) Non-Profit Youth Programs (per field per hour) (7-1-14 <u>1-1-17</u>).....	<u>10.00</u> 8.00
2) Non-Profit Adult Groups/Programs (per field per hour) (7-1-11).....	35.00

C. PARKS AND RECREATION FEES (Continued)

	<u>Current Fee</u>
3) School Programs (per field per day) (7-1-11).....	30.00
c. Reserved Use Fee – Non Resident / Commercial / For Profit (7-1-08) 4 hour minimum use period on Saturday, Sunday, and holidays (8:00am to noon, noon to 4:00pm or 4:00pm to sunset)	
1) General Sports Athletic Field (per field per hour) (7-1-11).....	40.00
<u>d. Willow Pass Park Tournaments</u>	
<u>Youth & Adult (Softball, baseball, kickball – per game) (7-1-16).....</u>	<u>22.50</u>
<u>Tournament Cancellation Fee (Less than two (2) weeks notice) (7-1-16)</u>	<u>100.00</u>
<u>de.</u> League Tournament Fees (Applies when entrance fees are collected for tournament participation) (7-1-08)	
1) Half Day (8am to 2pm or 2pm to 30 minutes past sunset) (per field) (7-1-08)	150.00
2) Full Day (12 hours or any use after 2pm) (per field) (7-1-08).....	250.00
<u>ef.</u> Field Lights (7-1-12)	
1) Willow Pass Community Park (per field per hour) (7-1-12)	35.00
<u>fg.</u> Baldwin Park Bocce Courts (7-1-12)	
1) Reserved Use Fee – Resident (per court per hour) (7-1-12).....	15.00
2) Reserved Use Fee – Non-Resident (per court per hour) (7-1-12).....	25.00
3) Refundable Damage Deposit (7-1-12).....	200.00
4) Bocce equipment rental (per set) (7-1-14).....	5.00
4. Camp Concord	
a. Daily Rates (Summer 2012) - Family Campers (15% discount for Concord Residents) Rates per person per day (includes accommodations, meals and activities)	
1) Age 16 and over (7-1-11)	99.00
2) Age 11 to 15 (7-1-11)	77.00
3) Age 6 to 10 (7-1-11).....	56.00
4) Age 3 to 5 (7-1-11).....	33.00
5) Age 2 and under (7-1-11)	No fee
b. Off-Season (August through June) (fee based on number in group, nights and meals)	
1) Adults - Age 13 and over (7-1-09)	25.00-75.00
2) Children - Age 5 to 12 years (7-1-09)	25.00-75.00
5. City Facility Alcohol Use Permit	
Groups or individuals using <u>City Community Centers and/or Group Picnic sites</u> City parks (7-1- 12 16)	75.00
Use Deposit (refundable, depending upon condition of facility) (7-1-08).....	200.00
6. Community Center Rental Fees	

C. PARKS AND RECREATION FEES (Continued)

	<u>Current Fee</u>
a. Rental Fees (<u>Religious organizations and Non-profit organizations under IRC Section 501(c)(3) eligible for up to a 5% discount</u>) (7-1-08)	
1) Centre Concord	
Weekend Rentals (Friday through Sunday)	
a) Friday and Sunday -Full Ballroom (7 hours) (7-1-11)	1,700.00
b) Saturday Full Ballroom (10 hours) (7-1-167-1-14)	2600.00 500.00
c) Full Ballroom additional hourly rate (7-1-08)	200.00
d) <u>Sunday</u> 1/3 Ballroom (per hour) (7-1- 11 16)	160.00 140.00
e) <u>Sunday</u> 2/3 Ballroom (per hour) (7-1- 11 16)	190.00 180.00
f) Sunday Full Ballroom (per hour) (7-1-16)	245.00
fg) Activity Center (per hour) (7-1-11)	120.00
gh) Ballroom Refundable Damage Deposit (7-1-08)	1,000.00
hi) Activity Center Refundable Damage Deposit (7-1-11)	500.00
i) Alcohol Permit (7-1-12)	75.00
Weekday Rentals (Monday through Thursday)	
j) Classroom (per hour) (7-1-167-1-08)	40.00 35.00
All day (<u>Before 5pm</u>) (7-1-08 16)	250.00
k) 1/3 Ballroom (per hour) (7-1-167-1-08)	100.00 90.00
All day (<u>Before 5pm</u>) (7-1-167-1-08)	585.00 525.00
l) 2/3 Ballroom (per hour) (7-1-167-1-08)	120.00 110.00
All day (<u>Before 5pm</u>) (7-1-08 16)	675.00
m) Full Ballroom (per hour) (7-1-08)	140.00
All day (<u>Before 5pm</u>) (7-1-08 16)	825.00
n) Activity Center (per hour) (7-1-1608)	80.00 75.00
All day (<u>Before 5pm</u>) (7-1-1608)	475.00
o) Kitchen Rental (per hour) (7-1-12)	30.00
p) Alcohol Permit (7-1-12)	75.00
2) Willow Pass Center	
Weekend Rentals	
a) Main Hall (per hour) (Friday evening and Saturday) (7-1-13)	170.00
b) Main Hall (per hour) (Sunday) (7-1-08)	135.00
c) Main Hall Saturday Package 12 Hours (7-1-16)	1700.00
ed) Meeting rooms (per hour) (Friday evening and Saturday) (7-1-11)	45.00
d) Alcohol Permit (7-1-12)	75.00
Weekday Rentals	

C. PARKS AND RECREATION FEES (Continued)

		<u>Current Fee</u>
	e) Main Hall (per hour) (Monday - Friday before 5pm) (7-1-12).....	75.00
	f) Meeting Rooms (per hour) (Monday - Friday before 5pm) (7-1-12).....	32.00
	g) Main Hall Weekday Package 9 hours (7-1-12).....	610.00
	h) Refundable Damage Deposit - Main Hall (7-1-08)	750.00
	i) Refundable Damage Deposit - Meeting Rooms (7-1-08)	250.00
	j) Alcohol Permit (7-1-12)	75.00
	Holiday Rentals	
	kj) Main Hall (per hour) (7-1-12).....	190.00
3)	Senior Center	
	Weekend Rentals (Saturday and Sunday)	
	a) Wisteria Hall (Saturday & Sunday) (8-9 hours) (7-1-167-1-13).....	1400.00 , 200.00
	(Includes stage, kitchen and lobby area)	
	b) Hourly rate (Saturday) (7-1-13).....	185.00
	c) Hourly rate (Sunday) (7-1-13).....	135.00
	d) Refundable Damage Deposit (7-1-11).....	750.00
	e) Audio visual charge (7-1-09).....	50.00
	f) Lounge (7-1-16).....	125.00
	g) Hallway adjacent to Wisteria Hall (7-1-16).....	75.00
	f) Alcohol Permit (7-1-14)	75.00
	Weekday (Per hour rental, minimum 2 hrs. between the hours of 8am - 5pm)	
	gih) Wisteria Hall (7-1-08)	125.00
	h) Alcohol Permit (7-1-14)	75.00
	Weekday and Weekend Rentals (Minimum 4 hours)	
	ih) Classroom (Full) (per hour) (7-1-08).....	80.00
	ij) 1/2 Classroom (per hour) (7-1-08).....	40.00
	jk) Audio visual charge (7-1-11).....	25.00
	kl) Dianda and Garaventa Rooms (per hour) (7-1-08)	25.00
	lm) Refundable Damage Deposit - Classroom (Full) (7-1-11).....	250.00
	mn) Refundable Damage Deposit - 1/2 Classroom, Dianda and Garaventa Rooms (7-1-11)	100.00
	o) Alcohol Permit (7-1-14)	75.00
4)	Bud Hansen Wisteria Arbor	
	Weekend Rentals (Available Saturday and Sunday 9am - 6pm)	
	a) Residents (3-hour continuous block) (7-1-08).....	500.00
	b) Non-Residents (3-hour continuous block) (7-1-08).....	550.00
	c) Refundable Damage Deposit (7-1-08).....	300.00

C. PARKS AND RECREATION FEES (Continued)

	<u>Current Fee</u>
7. Diablo Creek Golf Course (P&P No. 56)	
a. Daily Green Fees	
1) Weekdays - Monday through Friday	
9 holes (resident) (7-1-167-1-13)	20.00 19.00
9 holes (non-resident) (7-1-167-1-13)	22.00 21.00
18 holes (resident) (7-1-167-1-13)	27.00 26.00
18 holes (non-resident) (7-1-167-1-13)	33.00 32.00
Twilight/Late Rate (Approximately 4 hours before dusk (7-1-16)).....	20.00
Super Twilight (4-2 hours before dusk) (7-1-11)	15.00
Seniors (resident) (7-1-167-1-13)	22.00 21.00
Seniors (non-resident) (7-1-167-1-13)	25.00 24.00
Junior (18 years & under) (resident) (7-1-09).....	14.00
Junior (18 years & under) (non-resident) (7-1-11)	16.00
First Tee Student (7-1-11)	12.00
First Tee Student (non school hours) (per month) (7-1-11).....	40.00
Plus per round (7-1-11).....	2.00
2) Weekends–Saturday, Sunday and Holidays	
9 holes (resident) (7-1-167-1-13)	23.00 22.00
9 holes (non-resident) (7-1-13).....	25.00
18 holes (resident) (7-1-13)	35.00
18 holes (non-resident) (7-1-167-1-13)	42.00 41.00
Twilight/Late Rate (Approximately 4 hours before dusk (7-1-16)).....	22.00
Super Twilight (4-2 hours before dusk) (7-1-11)	18.00
Junior (18 years & under) (resident) (7-1-09).....	16.00
Junior (18 years & under) (non-resident) (7-1-11)	18.00
First Tee Student (7-1-09)	12.00
First Tee Student (after 11:00 am) (per month) (7-1-11).....	40.00
Plus per round (7-1-11).....	2.00
3) Tournaments	
Weekday charge per player (7-1-09)	33.00
Weekend charge per player (7-1-167-1-09)	42.00 41.00
Merchandise (per tournament player) (7-1-09).....	7.00
8. Group Picnics	
a. Resident	
Hillcrest, Meadow Homes, Ygnacio Valley (7-1-12)	100.00
Baldwin, Newhall (7-1-11).....	165.00
Concord Community Park #1 (7-1-11).....	240.00
Concord Community Park #2 (7-1-10).....	350.00
b. Non-Resident	
Hillcrest, Meadow Homes, Ygnacio Valley (7-1-12)	140.00

C. PARKS AND RECREATION FEES (Continued)

	<u>Current Fee</u>
Baldwin, Newhall (7-1-11).....	195.00
Concord Community Park #1 (7-1-11).....	280.00
Concord Community Park #2 (7-1-10).....	390.00
c. Refundable Damage Deposit (7-1-08).....	200.00
9. Motion Picture Permit Processing	
Application filing fee for permit for filming of motion pictures for commercial and non-commercial purposes (non-refundable) (7-1-08).....	250.00
10. Pre-School	
a. Two days per week (monthly installment)	
Resident (1-1-17-1-11).....	129.00 125.00
Non-Resident (1-1-17-1-11).....	134.00 130.00
b. Three days per week (monthly installment)	
Resident (1-1-17-1-11).....	194.00 189.00
Non-Resident (1-1-17-1-11).....	199.00 194.00
c. Registration Fee (non-refundable) (1-1-17-1-12).....	110.00 103.50
d. Program Cancellation Fee (7-1-12).....	75.00
11. Special Events	
1. Non-refundable Application/Permit Fee (7-1-08).....	250.00
2. Refundable Damage Deposit (7-1-08):	
a) Category I Event (7-1-08).....	1,500.00
b) Category II Event (7-1-08).....	1,000.00
c) Category III Event (7-1-08).....	500.00
3. Event Estimated Fees Deposit (percent of cost) (7-1-08).....	25%
4. Direct City Services (percent of cost) (7-1-08):	
a) Priority II through Priority IV (percent of cost) (7-1-08).....	80%
b) Priority V (percent of cost) (7-1-08).....	100%

C. PARKS AND RECREATION FEES (Continued)

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Date of Last Adoption: 2016 06 24 14
 Res. No.: 16-6042.1 14-6042.1

**EXHIBIT A. RESOLUTION 78-6042
 FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

	Current Planning Fee	Current Engineering Fee	Current Building Fee
D. PERMIT CENTER FEES <u>SEE NEW SECTION D.</u>			
1. Administrative Application – Planning and Zoning (CMC 18.420.040)(7-1-13)			
a. Individual occupancy (7-1-13)	469.00	172.00	n/a
b. Tenancy for multiple tenant building (7-1-13)	1,407.00	172.00	n/a
\$469.00 per tenant to a maximum of \$1,407.00 (7-1-13)			
c. Carnival (7-1-13)	186.00	172.00	n/a
d. Home Based Business (11-12-13)	17.00	n/a	n/a
e. Parking exception (7-1-13)	469.00	172.00	n/a
f. Secondary Living Unit (7-1-13)	1,159.00	688.00	n/a
g. Sidewalk Cafe (7-1-13)	186.00	172.00	n/a
Also requires encroachment permit, see D-16.		See D-16.	
h. Business License – Planning Review (7-1-10)	100.00	n/a	n/a
2. Animal Permit (7-1-13)	389.00	n/a	n/a
3. Annexation			
Application for annexation to the City of Concord shall be subject to the following processing fee according to the size of the affected area:			
a. Area of 2.5 acres or less (7-1-07)	2,000.00	2,000.00	n/a
b. Area larger than 2.5 acres, but not larger than 25 acres (7-1-07)	3,000.00	3,000.00	n/a
c. Area larger than 25 acres (7-1-07)	4,000.00	4,000.00	n/a
e. _____			
4. Appeal			

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
a. Appeal to Planning Commission (7-1-13).....	99.00	n/a	n/a
Plus Public Notification fee.....	See D.35.		
b. Appeal to City Council (7-1-13).....	99.00	n/a	n/a
Plus Public Notification fee.....	See D.35.		
c. Appeal of staff interpretation (CMC 18.510.010) (7-1-13).....	99.00	n/a	n/a
Plus Public Notification fee.....	See D.35.		
d. Appeal to Board of Appeals (7-1-13).....	n/a	n/a	99.00
Plus Public Notification fee.....			See D.35.
5. Application Acceptability Review			
Acceptability Meetings (per hour) (7-1-13).....	146.00	172.00	n/a
6. Building Move			
a. Relocation Application (7-1-13).....	1,159.00	344.00	n/a
b. Encroachment Permit (7-1-02).....	n/a	See D.16.	n/a
c. Building Permit (7-1-13).....	n/a	n/a	Table 3C
d. Additional City Service (percent of cost) (7-1-01).....	n/a	100%	100%
7. Building Plan Review, Permit and Inspection			
a. Permit Filing fee (CMC 15.10.020) (7-1-13).....	n/a	n/a	30.00
b. Plan Review			
1) Express Review (per hour) (7-1-13).....	146.00	172.00	Table 3C
2) Quick Permit for sign not requiring a use permit, Design Review Board approval, electrical permit, or structural review (includes Planning review) (per hour) (7-1-13).....	146.00	172.00	109.00
3) Major Project Review (CMC 18.435.040)			
a) Residential development of four (4) units or less; office building to twenty-five hundred (2,500) sq. ft.; and commercial and industrial building to ten thousand (10,000) sq. ft. (per hour) (7-1-13).....	146.00	172.00	Table 3C

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
b) Residential development of five (5) to twenty-four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; and commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft. (per hour) (7-1-13).....	146.00	172.00	Table 3C
c) Final Grading & Drainage Plan Review (single lot, part of subdivision) (per hour) (7-1-13).....	n/a	172.00	n/a
d) Other development including development with outdoor operations (Engineering per hour) (7-1-13).....	2,321.00	172.00	Table 3C
4) Building and structure including swimming pool and in ground spa (per hour) (7-1-13)....	n/a	172.00	Table 3C
a) Additional Plan Review – Building Division (per hour) (7-1-13).....	n/a	n/a	161.00
5) Energy Conservation Plan Check (percent of plan check fee) (7-1-13).....	n/a	n/a	10%
e. Inspection Fees			
1) Building			
a) Based Occupancy Type and/or Work Item (7-1-13).....	n/a	n/a	Table 3C
b) Work started prior to obtaining permit (4-6-87).....	n/a	n/a	Double fee prescribed
2) Electrical, Plumbing and/or Mechanical			
Each 100 sq. ft. of floor area or fraction thereof (4-6-86):			
a) U, R-3, R-3.1 and R-4 occupancies (as defined in the California Building Code) per 100 sq. ft. or fraction thereof, \$92.00 minimum charge each permit (7-1-13).....	n/a	n/a	9.42
b) Other occupancies; per 100 sq. ft. or fraction thereof, \$92.00 minimum charge each permit (7-1-13).....	n/a	n/a	11.90
3) Reroofing (7-1-13).....	n/a	n/a	Table 3C
4) Swimming Pool and In Ground Spa (7-1-13).....	n/a	n/a	Table 3C
i)			
5) Portable Spa (7-1-13).....	n/a	n/a	Table 3C
6) Reinspection (CMC 15.10.020)			
a) During regular business hours (one hour minimum) (per hour) (7-1-13).....	n/a	n/a	109.00

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
b) Other than regular business hours including weekends and holidays (one hour minimum) (per hour) (7-1-13).....	n/a	n/a	164.00
7) Special inspection requests			
a) During regular business hours (1-hour minimum regular hours; 2-hour minimum other hours) (per hour) (7-1-13).....	n/a	n/a	109.00
b) Other than regular business hours including weekends and holidays (1-hour minimum regular hours; 2-hour minimum other hours) (per hour) (7-1-13).....	n/a	n/a	164.00
d. Final Grading and Drainage Improvements Inspection (single lot, part of a sub-division) (7-1-13).....	n/a	344.00	n/a
e. Storm Water Pollution Prevention Compliance (Please refer to D.26 for related fees.)			
1) Coordination (per 1/2 hour, 1/2-hour minimum) (7-1-13).....	n/a	86.00	n/a
2) Additional time above minimum (per hour) (7-1-13).....	n/a	172.00	172.00
3) C-3 service fee for permits increasing impervious surface (percent of valuation) (7-1-06).....	n/a	n/a	0.12%
f. Special service microfilm research request			
1) Per hour (1/2 hour minimum) (7-1-13).....	n/a	n/a	93.00
2) Print from Microfilm (per sheet) (7-1-04).....	n/a	n/a	See A.6.b.
g. Document Imaging and Scanning			
1) Per document image (7-1-06).....	n/a	n/a	See A.6.i
2) Per document greater than 11" x 7" (7-1-06).....	n/a	n/a	See A.6.i
8. Child Care Program (CMC 19.10.030) (PP 130)			
a. Non-restricted project fee due upon issuance of Certificate of Occupancy (percent of valuation) (7-1-01).....	n/a	n/a	0.50%
b. Residential Projects (7-1-01).....	n/a	n/a	n/a
9. Condition Compliance			
Per hour (7-1-13).....	146.00	172.00	109.00
10. Design Review (CMC 18.415.050) (7-1-13)			

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
a. Administrative Design Review (7-1-13)	438.00	172.00	172.00
b. Sign— if not part of project review (7-1-13)	At Cost (per hour)	172.00	172.00
e. Residential development of four (4) units or less; office building to twenty five hundred (2,500) sq. ft.; and commercial and industrial building to ten thousand (10,000) sq. ft. (7-1-13)	730.00	344.00	172.00
d. Residential development of five (5) to twenty-four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft. (7-1-13)	1,460.00	344.00	258.00
e. Other development including development with outdoor operations (7-1-13)	2,920.00	344.00	258.00
Plus an additional fee computed on an hourly basis where review costs exceed the base fee (7-1-13)	146.00	n/a	172.00
f. Amendment (7-1-13)	438.00	172.00	172.00
g. Extension (CMC 18.505.020) (7-1-13)	387.00	172.00	n/a
h. Sign— Administrative Design Review (7-1-10)	598.00	n/a	n/a
11. Development Agreement; Disposition and Development Agreement			
a. Development Agreement Application (7-1-13)	6,424.00	860.00	n/a
b. Development Agreement Amendment (7-1-13)	2,899.00	n/a	n/a
e. Review of development proposal by Planning Commission prior to approval of Disposition and Development Agreement (7-1-13)	438.00	n/a	n/a
12. Development Project Mitigation Fee for Fire Station No. 22			
a. Mitigation fee (7-1-06)	n/a	n/a	3,619.33
Plus Administrative fee (7-1-06)	n/a	n/a	100.00
13. Documents and Maps			
a. Documents			
1) General Plan (7-1-13)	74.00	n/a	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
2) General Plan w/ Map (7-1-13).....	99.00	n/a	n/a
3) General Plan on CD (7-1-08).....	5.00	n/a	n/a
4) Zoning Ordinance (Section 122 plus related items (7-1-13).....	44.00	n/a	n/a
5) Zoning Ordinance w/Map (7-1-13).....	70.00	n/a	n/a
6) Housing Element (January 2003) (7-1-11).....	19.00	n/a	n/a
7) Community Design Guidelines (7-1-07).....	12.00	n/a	n/a
8) Trails Master Plan (May 2003) (7-1-07).....	12.00	n/a	n/a
9) Airport Land Use Plan (December 2000) (7-1-11).....	19.00	n/a	n/a
10) Framework for Zoning (November 2003) (7-1-11).....	19.00	n/a	n/a
11) Current Project Report (7-1-11).....	19.00	n/a	n/a
12) Environmental Impact Reports (7-1-07).....	At Cost	n/a	n/a
13) Standard Plans (7-1-07).....	n/a	On-Line	n/a
14) Standard Specifications (7-1-07).....	n/a	On-Line	n/a
15) Storm Water Reference Guidelines (each) (7-1-07).....	n/a	12.00	n/a
16) Other documents (7-1-07).....	At Cost	n/a	n/a
b. Maps			
1) City Base Map (7-1-13).....	6.00	n/a	n/a
2) General Plan Land Use Map (7-1-13).....	27.00	n/a	n/a
3) Zoning Map (7-1-13).....	27.00	n/a	n/a
e. Miscellaneous			
1) Condition Compliance (per hour) (7-1-13).....	146.00	n/a	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
2) Document Imaging Fee (per page) (7-1-04)	See A.6.i	n/a	n/a
3) Hearing Tape Copy (per tape) (7-1-04)	See A.17		
4) Public Hearing Poster (each) (7-1-07)	12.00	n/a	n/a
5) Copies of Public Documents			
(a) Photo copy, page size not to exceed 11"x17" (7-1-05)	See A.6.a	n/a	n/a
(b) Prints from microfilm (7-1-05)	See A.6.b	n/a	n/a
(c) Prints copy, page size exceeding 11"x17" (7-1-05)	See A.6.e	n/a	n/a
6) Postage and Handling (7-1-04)	See A.12		
14. Drainage Area Fee - City (see Figure 1 on page D-49)			
a. Area 5 (per acre) (7-1-14)	n/a	2,285.00	n/a
b. Area 7 (per acre) (7-1-14)	n/a	4,019.00	n/a
e. Area 23/24 (per acre) (7-1-14)	n/a	2,842.00	n/a
d. Area 50 (per acre) (7-1-14)	n/a	4,417.00	n/a
e. Area 90 (per acre) (7-1-14)	n/a	3,581.00	n/a
f. Area 92 (per acre) (7-1-14)	n/a	2,535.00	n/a
15. Drainage Area Fee - County			
a. Area 128 (per square foot) (as of 7-1-04)	n/a	.17	n/a
b. Area 22 (per square foot) (as of 7-1-04)	n/a	.05	n/a
c. Area 33B (per square foot) (as of 7-1-04)	n/a	.70	n/a
d. Area 33C (per square foot) (as of 7-1-04)	n/a	.44	n/a
e. Area 48B (per square foot) (as of 1-1-06)	n/a	.39	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
16. Encroachment Permit (CMC 12.15.120)			
a. Filing fee exclusive of processing and inspection fees (7-1-13).....	n/a	86.00	n/a
b. Application Processing fee (1 hour minimum) (per hour) (7-1-13).....	n/a	172.00	n/a
c. Inspection fee			
— Exceptions: Fee will not be required of any utility or public agency for their work done within new subdivision construction or for their work done in conjunction with a City construction project.			
1) Major construction (excluding work by utilities and public agencies)			
Percent of cost of improvements (11-1-91).....	n/a	9%	n/a
or			
Minimum (per hour) (7-1-13).....		172.00	n/a
2) Curb and gutter, sidewalk (not in addition to major construction inspection fee)			
Minimum (7-1-13).....	n/a	344.00	n/a
or			
Additional above minimum (per hour) (7-1-13).....	n/a	172.00	n/a
3) Driveway			
Minimum (7-1-13).....	n/a	516.00	n/a
or			
Additional above minimum (per hour) (7-1-13).....	n/a	172.00	n/a
4) Building Move—encroachment permit (7-1-13).....	n/a	688.00	n/a
5) Storage or placement of materials in right-of-way (not in addition to other inspection fees) (per calendar day) (7-1-13).....	n/a	23.00	n/a
6) Sewer lateral in street right-of-way or easement			
Minimum (7-1-13).....	n/a	688.00	n/a
or			
Additional above minimum (per hour) (7-1-13).....	n/a	172.00	n/a
7) Other inspection			
Minimum (per hour) (one hour minimum) (7-1-13).....	n/a	172.00	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
— or Additional above minimum (per hour) (7-1-13).....	n/a	172.00	n/a
8) Sidewalk cafe (7-1-13).....	n/a	516.00	n/a
9) Reinspection (for reasons such as work not ready for a requested inspection, and improper work done without an inspection which must be redone) (per hour) (7-1-13).....	n/a	172.00	n/a
11) Special inspection requests, other than regular business hours (2 hours minimum) (per hour) (7-1-13).....	n/a	258.00	n/a
11) Specialty inspection (per hour) (7-1-13).....	n/a	172.00	n/a
a) Materials sampling and compaction testing (per hour) (7-1-13).....	n/a	172.00	n/a
b) Special materials testing (7-1-04).....	n/a	At cost	n/a
Plus Administrative fee (percent of cost) (7-1-04).....	n/a	20%	n/a
c) Sewer Air Test and Televising (per call out) (7-1-13).....	n/a	1,720.00	n/a
d. Special Administration			
1) Agreement processing not related to subdivisions (per agreement) (7-1-13).....	n/a	1,548.00	n/a
2) Acceptance of new public improvements (7-1-13).....	n/a	860.00	n/a
3) Project archiving and closeout (major projects only) (per hour) (7-1-13).....	n/a	172.00	n/a
e. Document Scanning (7-1-03)			
1) Per document image.....	n/a	See A.6.i.	n/a
2) Per document greater than 11" x 17".....	n/a	See A.6.i.	n/a
17. Environmental Documents			
a. Initial environmental impact analysis preparation (7-1-13).....	3,066.00	1,032.00	n/a
b. Negative declaration preparation (7-1-13).....	1,460.00	172.00	n/a
c. Environmental Impact Report (per hour) (7-1-13).....	At Cost	172.00	n/a
Plus Administrative fee (percent of cost) (6-28-88).....	20%	n/a	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
d. Geologic Review (per Alquist-Pirolo Act) (11-1-91)	At Cost	n/a	n/a
Plus Administrative fee (percent of cost) (11-1-91)	20%	n/a	n/a
e. Mitigation, Monitoring and Reporting (per CMC 18.515.010) (7-1-13)	At Cost	At Cost	n/a
Plus Administrative fee (percent of cost) (12-28-92)	20%	20%	n/a
f. Fish and Game, Department of – Filing Fees – The following fees are mandated by State of California and are adjusted annually to include changes in the “Implicit Price Deflator for State and Local Government Purchases of Goods and Services.” Actual fees charged will be those as published by the California Department of Fish and Game.			
1) Project not exempt from the fee and for which a Negative Declaration or Mitigated Negative Declaration has been prepared, the fee, not including any documentary handling fee charged by the County Clerk (2-12-08)	See latest State Mandated Fee	n/a	n/a
2) Project not exempt from the fee and for which an Environmental Impact Report has been prepared, the fee, not including any documentary handling fee charged by the County Clerk (2-12-08)	See latest State Mandated Fee	n/a	n/a
3) Environmental document pursuant to a Certified Regulatory Program (CRP) (2-12-08)	See latest State Mandated Fee	n/a	n/a
4) Documentary handling fee charged by the County Clerk, for each of the above items 1, 2, and 3. (7-1-07)	50.00	n/a	n/a
g. Preparing Notice of Exemption and Notice of Determination (per hour) (7-1-13)	146.00	n/a	n/a
18. Finding of Public Convenience and Necessity (FOPCN)			
a. Finding of Public Convenience and Necessity (FOPCN) (7-1-13)	1,619.00	n/a	n/a
19. Flood Zone/FEMA/Drainage			
a. Flood Zone Verification Certificate (7-1-13)	n/a	172.00	n/a
b. Flood Zone Verification Certificate (requiring additional analysis due to location of structure relative to floodplain) (7-1-13)	n/a	344.00	n/a
c. Flood Elevation Certificate (7-1-13)	n/a	344.00	n/a
d. Flood Zone Construction Permit (7-1-13)	n/a	172.00	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
e. FEMA application reviews for LOMA's, CLOMA's, LOMR's, CLOMR's, etc. minimum (7-1-13).....	n/a	860.00	n/a
Plus additional at hourly rate, if needed (per hour) (7-1-13).....	n/a	172.00	n/a
f. Drainage investigations (per hour) (7-1-13).....	n/a	172.00	n/a
20. General/Redevelopment Plan			
a. General and/or Redevelopment Plan Amendment (7-1-13).....	5,076.00	860.00	n/a
b. General and/or Redevelopment Plan Consistency Ruling (7-1-13).....	730.00	344.00	n/a
c. For plan amendment resulting in change to plan text or diagram the cost for the necessary change(s), including replacement pages, plans and maps, shall be borne by the project applicant initiating the amendment (per hour) (7-1-13).....	At Cost	172.00	n/a
d. General Plan and Zoning Ordinance Reimbursement (.0025 x Building Permit Valuation) (7-1-10).....	0.25%	n/a	n/a
21. Grading Permit			
a. Application processing fee (1-hour minimum) (per hour) (7-1-13).....	n/a	172.00	n/a
b. Grading Plan Review			
1) Single lot in (a non-Hillside) location up to 100 cubic yards (7-1-13).....	n/a	516.00	n/a
2) 101-1,000 cubic yards, for the first 100 cubic yards (7-1-13).....	n/a	688.00	n/a
Plus for each additional 100 cubic yards or fraction thereof (7-1-13).....	n/a	86.00	n/a
3) 1,001-10,000 cubic yards, for the first 1,000 cubic yards (7-1-13).....	n/a	1,548.00	n/a
Plus for each additional 1,000 cubic yards or fraction thereof (7-1-13).....	n/a	172.00	n/a
4) 10,001-100,000 cubic yards, for the first 10,000 cubic yards (7-1-13).....	n/a	3,096.00	n/a
Plus for each additional 1,000 cubic yards or fraction thereof (7-1-13).....	n/a	172.00	n/a
5) Over 100,000 cubic yards (per hour) (7-1-13).....	n/a	172.00	n/a
6) Additional document review, including SWPPP's and Soils Reports (per hour) (7-1-13)....	n/a	172.00	n/a
e. Grading Permit Inspection			

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
1) Single lot in (a non-Hillside) location up to 100 cubic yards (7-1-13)	n/a	516.00	n/a
2) 101-1,000 cubic yards, for the first 100 cubic yards (7-1-13)	n/a	688.00	n/a
Plus for each additional 100 cubic yards or fraction thereof (7-1-13)	n/a	86.00	n/a
3) 1,001-10,000 cubic yards, for the first 1,000 cubic yards (7-1-13)	n/a	1,548.00	n/a
Plus for each additional 1,000 cubic yards or fraction thereof (per hour) (7-1-13)	n/a	172.00	n/a
4) 10,001-100,000 cubic yards, for the first 10,000 cubic yards (7-1-13)	n/a	3,440.00	n/a
Plus for each additional 1,000 cubic yards or fraction thereof (per hour) (7-1-13)	n/a	172.00	n/a
5) Over 100,000 cubic yards (Not to exceed 9% of grading cost.) (per hour) (7-1-13)	n/a	172.00	n/a
d. Pad certification (7-1-13)	n/a	86.00	n/a
e. Stockpile and erosion control monitoring (per calendar day) (7-1-13)	n/a	23.00	n/a
Plus additional effort (per hour) (7-1-13)	n/a	172.00	n/a
22. Tree Removal			
a. Heritage Tree Designation (per parcel) (CMC 122-83118.310.070(a)) (7-1-13)	193.00	n/a	n/a
b. Heritage Tree Permit for Removal (CMC 18.310.070(b)) (7-1-13)	968.00	n/a	n/a
c. Protected Tree, Not designated as Heritage (12" or above)	n/a	n/a	n/a
23. Hillside Development Plan (CMC 18.445.030)(7-1-13)			
a. Major subdivision			
1) Application (7-1-13)	5,110.00	1,548.00	344.00
2) Amendment (7-1-13)	2,555.00	516.00	172.00
3) Extension (7-1-13)	438.00	n/a	n/a
b. Minor subdivision			
1) Application (7-1-13)	2,555.00	1,032.00	172.00
2) Amendment (7-1-13)	1,278.00	516.00	86.00

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
3) Extension (7-1-13).....	219.00	n/a	n/a
e. Single lot			
1) Application (7-1-13).....	1,278.00	1,032.00	86.00
2) Amendment (7-1-13).....	639.00	516.00	86.00
3) Extension (7-1-13).....	110.00	n/a	n/a
24. Historical Landmark (CMC 18.450.050) (7-1-13)			
a. Certificate of Appropriateness (7-1-13).....	968.00	n/a	n/a
b. Amendment to Certificate of Appropriateness (7-1-13).....	438.00	n/a	n/a
c. Termination of Landmark Designation (7-1-13).....	1,752.00	n/a	n/a
25. Inclusionary Housing			
a. In-lieu Fee per market-rate housing unit (7-1-09)			
1) Rental (per unit) (10-12-10).....	n/a	n/a	00.00
2) Ownership (per unit) (10-12-10).....	n/a	n/a	5,043.00
b. Compliance Monitoring			
1) Rental (annual) (7-1-13).....	n/a	n/a	38.00
2) Ownership (per change of ownership) (7-1-13).....	n/a	n/a	262.00
26. Mitigation Monitoring			
(Please refer to D.7.e. for related fees.)			
a. Per hour (7-1-13).....	146.00	172.00	148.00
b. Storm water Facility Certification (per hour) (7-1-13).....		n/a	148.00
.....07) n/a			
27. Neighborhood Preservation			
a. Reinspection Fee (7-1-13).....	n/a	n/a	183.00

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
b. Extension Fee (7-1-13).....	n/a	n/a	87.00
e. Graffiti and Summary Abatement (6-1-94).....	n/a	n/a	At-Cost
Plus Administrative fee (percent of cost) (6-1-94).....	n/a	n/a	30%
d. Public Nuisance Administrative Fines (Per Government Code Sections 53069.4, 25132(b), and 36900(b))			
1) First issuance in 12 months (7-1-06).....	n/a	n/a	100.00
2) Second issuance in 12 months (7-1-06).....	n/a	n/a	200.00
3) Third and subsequent issuance in 12 months (7-1-06).....	n/a	n/a	500.00
e. Annual Multiple Family Rental Dwelling Unit Inspection and Maintenance Fee (per unit) (7-1-13).....	n/a	n/a	49.00
1) Failure to pay fee after due date			
a) 31-60 days after due date, percent of initial fee (6-21-01).....	n/a	n/a	20%
b) 61-90 days after due date, percent of initial fee (6-21-01).....	n/a	n/a	40%
c) 90 days or more after due date, percent of initial fee (6-21-01).....	n/a	n/a	50%
d) Application fee for self certification (7-1-13).....	n/a	n/a	65.00
f. Building and Safety Code Violations (Per Government Code Sections 53069.4, 25132(e), and 36900(c)).....			
1) First issuance in 12 months (7-1-07).....	n/a	n/a	100.00
2) Second issuance in 12 months (7-1-07).....	n/a	n/a	500.00
3) Third and subsequent issuance in 12 months (7-1-07).....	n/a	n/a	1,000.00
g. Confiscated Signs (CMC 18.180.160) (7-1-13)			
1) First violation (7-1-07).....	n/a	n/a	30.00
2) Second violation (7-1-07).....	n/a	n/a	40.00
3) Third violation (7-1-07).....	n/a	n/a	40.00

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
a) Plus Citation (7-1-07).....	n/a	n/a	See 27-d.
b) Plus Reinspection Fee (7-1-07).....	n/a	n/a	See 27-a.
h. Request for Exemption for Small Collection Facilities for Nonprofit Organizations (7-1-08)	n/a	n/a	250.00
28. Off Site Street Improvement Program (OSIP) (CMC 19.25.040) Fee Increase Under Review (9-1-10)			
a. Single family unit, per dwelling unit (9-1-12).....	n/a	3,251.00	n/a
1) Secondary living unit (9-1-12).....	n/a	1,626.00	n/a
b. Multi-family unit, including condominium and townhouse (per dwelling unit) (7-1-12).....	n/a	2,624.00	n/a
c. Commercial (per gross sq. ft.) (9-1-10).....	n/a	8.81	n/a
d. Office (per gross sq. ft.) (9-1-10).....	n/a	7.04	n/a
e. Industrial (per gross sq. ft.) (9-1-10).....	n/a	2.98	n/a
f. Mini-storage (per gross sq. ft.) (9-1-12).....	n/a	1.51	n/a
29. Other Community Development Fees			
a. Abatement Hearing (by the Zoning Administrator) (7-1-13).....	292.00	n/a	n/a
b. Street Name Change (7-1-13).....	438.00	n/a	n/a
1) Replacement and installation of street name signs (7-1-95).....	At Cost	n/a	n/a
e. Continuance of Hearing Item			
Note: City elected and appointed officials and staff are exempt from the continuance fee. (11-1-91)			
1) Continuance by Applicant (7-1-13).....	438.00	n/a	n/a
2) Re-publication and re-notification (7-1-13).....	219.00	n/a	n/a
d. Withdrawal of application and refund of fee:			
1) If written request to withdraw an application is submitted within three (3) workdays of filing an application, the full filing fee shall be refundable. (12-28-92)			

D. PERMIT CENTER FEES (Continued)

- 2) If written request to withdraw an application is submitted after three (3) and within seven (7) workdays of filing an application, forty percent (40%) of the filing fee shall be refundable. (12-28-92)
- 3) If no written request for withdrawal is submitted by the time specified in 1) or 2) above, no part of the filing fee shall be refundable. (12-28-92)

30. Oversized Load Permit

	Current Planning Fee	Current Engineering Fee	Current Building Fee
a. A single day vehicle movement (7-1-07)	n/a	16.00	n/a
b. Multiple movements of a vehicle for a one-year period (special conditions apply) (7-1-07)	n/a	90.00	n/a

31. Park Land (CMC 19.15)

a. Rural Residential Conservation/Low-Density Residential Designations; Park Land Requirement - 697 sq. ft. per unit; (per unit)			
Effective 9-1-06	n/a	11,910.00	n/a
Effective 9-1-07	n/a	13,504.00	n/a
Effective 9-1-08	n/a	15,098.00	n/a
Effective 9-1-09	n/a	16,691.00	n/a
b. Medium-Density Designation; Park Land Requirement - 479 sq. ft. per unit; (per unit)			
Effective 9-1-06	n/a	8,170.00	n/a
Effective 9-1-07	n/a	9,271.00	n/a
Effective 9-1-08	n/a	10,370.00	n/a
Effective 9-1-09	n/a	11,470.00	n/a
c. High-Density Designation; Park Land Requirement - 414 sq. ft. per unit; (per unit)			
Effective 9-1-06	n/a	7,055.00	n/a
Effective 9-1-07	n/a	8,009.00	n/a
Effective 9-1-08	n/a	8,962.00	n/a
Effective 9-1-09	n/a	9,914.00	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
d. Downtown, Seniors and Special Needs Housing Units; Park Land Requirement – 305 sq. ft. per unit; (per unit)			
Effective 9-1-06.....	n/a	5,233.00	n/a
Effective 9-1-07.....	n/a	5,924.00	n/a
Effective 9-1-08.....	n/a	6,613.00	n/a
Effective 9-1-09.....	n/a	7,304.00	n/a
e. Fee For Secondary Unit shall be fifty percent (50%) of the Rural Residential Conservation/Low Density Residential Designation (per unit)			
Effective 9-1-06.....	n/a	5,955.00	n/a
Effective 9-1-07.....	n/a	6,752.00	n/a
Effective 9-1-08.....	n/a	7,548.00	n/a
Effective 9-1-09.....	n/a	8,345.00	n/a
32. Parking, In-Lieu Payment			
Per off-street parking space that a development is deficient (5-1-04).....	1,572.00	n/a	n/a
33. Political Sign			
Political Sign Removal (per sign) (07-1-07).....	n/a	n/a	18.00
34. Preliminary Application*			
a. Minor subdivision, Residential, one to four lots/units (7-1-13).....	730.00	860.00	n/a
b. Major subdivision, Residential			
Five to 100 lots/units (7-1-13).....	1,168.00	1,376.00	n/a
101 lots/units or more (7-1-13).....	1,460.00	1,892.00	n/a
c. Commercial/Industrial use			
One building (7-1-13).....	730.00	860.00	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
More than one building (7-1-13).....	1,460.00	1,720.00	n/a
*One-half the pre-application fee will be credited toward fees if a later application for the same project is submitted.			
35. Public Notification			
a. Public Notification in Newspaper (7-1-04).....	At Cost	n/a	n/a
b. Public Notification at Property (7-1-04).....	At Cost	n/a	n/a
c. Preparation and mailing of public notification to property owners and occupants:			
Residential development of four (4) units or less; office building to twenty-five hundred (2,500) sq. ft.; and commercial or industrial building to ten thousand (10,000) sq. ft. (7-1-07).....	250.00	n/a	n/a
Residential development of five (5) units or more; office building of twenty-five hundred and one (2,501) sq. ft. or more; and commercial or industrial building of ten thousand and one (10,001) sq. ft. or more. (7-1-07).....	500.00	n/a	n/a
d. Postage if more than 100 addresses (7-1-07).....	At Cost	n/a	n/a
36. Public Support			
a. Research, per hour after first 30 minutes (7-1-13).....	146.00	172.00	n/a
b. Consultation, per hour after first 30 minutes (7-1-13).....	146.00	172.00	n/a
37. Recycling - Construction and Demolition Projects			
a. Program Fee (CMC 8.20.390) - Percentage assessed to the permit value of covered projects (CMC 8.20.350). The fee is capped at \$4,500 and \$18,000 for residential and commercial projects, respectively. This fee is non-refundable. (7-1-07).....	n/a	0.3%	0.3%
b. Request for Exemption for Small Collection Facilities for Nonprofit Organizations. (7-1-08).....	n/a	250.00	n/a
c. Performance Security Fee (CMC 8.20.370) - Percentage assessed to the permit value of covered projects (CMC 8.20.350). The minimum fee is \$250 for projects under \$10,000 in value and \$500 for projects \$10,000 in value, or greater. The maximum fee is capped at \$25,000. (7-1-08)			
Permit Value - \$0 - \$49,999.....	n/a	1.5%	1.5%
Permit Value - \$50,000 or more.....	n/a	2.0%	2.0%
38. Seasonal Outdoor Sales Area			

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
a. Planning review of seasonal outdoor sales area, e.g., for pumpkins, Christmas trees, etc. (per sales area annually) (7-1-13)	584.00	n/a	n/a
b. Additional refundable deposit (7-1-07)	2,500.00	n/a	n/a
39. Sewer Connection			
(If new construction is necessary, a building or encroachment permit will also be required.)			
a. Application Processing fee (1-hour minimum) (per hour) (7-1-13)	n/e	172.00	n/a
b. Connection Fee			
1) Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit) (9-1-12)	n/e	5,043.00	n/a
2) 2-Bedroom Multiple Dwelling Unit (per unit) (9-1-12)	n/e	3,731.00	n/a
3) 1-Bedroom or Studio Multiple Dwelling Unit (per unit) (9-1-12)	n/e	2,774.00	n/a
4) Secondary Living Unit (per unit) (9-1-12)	n/e	2,774.00	n/a
5) All other uses (per fixture) (9-1-12)	n/e	1,009.00	n/a
6) Any connection where the main sewer was installed by the Certificate of Entitlement to Reimbursement procedure (9-1-08)	n/e	Determined individually	n/a
7) Lateral Construction Area (11-10-90)	n/e	Determined individually	n/a
e. Clayton Valley Stage II Sewer Trunkline Surcharges (see Figure 2 on page D-50)			
1) Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit) (11-10-90)	n/e	500.00	n/a
2) 2-Bedroom Multiple Dwelling Unit (per unit) (11-10-90)	n/e	370.00	n/a
3) 1-Bedroom or Studio Multiple Dwelling Unit (per unit) (11-10-90)	n/e	275.00	n/a
4) Secondary living unit (per unit) (11-10-90)	n/e	275.00	n/a
5) All other uses (per fixture) (11-10-90)	n/e	100.00	n/a
d. Main Trunk Reimbursement Fees			
1) Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit) (11-10-90)	n/e	Determined individually	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
2) 2-Bedroom Multiple Dwelling Unit (per unit) (11-10-90)	n/a	Determined individually	n/a
3) 1-Bedroom or Studio Multiple Dwelling Unit (per unit) (11-10-90)	n/a	Determined individually	n/a
4) Secondary living unit (per unit) (11-10-90)	n/a	Determined individually	n/a
5) All other uses (11-10-90)	n/a	Determined individually	n/a
e. Certificate of Entitlement Reimbursement Fee (CMC Article II, Section 110-40) (7-28-08)	n/a	\$175.00	n/a
f. Sewer Service charge (annual) (7-1-07)	n/a	Table 4 on page D-47	n/a
40. Sidewalk Repair Administrative Fee (Sections 5600 et seq. of the CA Streets & Highways Code) (7-1-13)	n/a	172.00	n/a
41. Subdivision/Map Act/Property Rights			
a. Tentative Maps (entitlement phase)			
1) Major Subdivision Application (7-1-13)	7,300.00	2,752.00	n/a
Plus per lot (7-1-13)	292.00	172.00	n/a
2) Amendment to Major Subdivision (7-1-13)	2,044.00	1,032.00	n/a
3) Extension to Major Subdivision (7-1-13)	773.00	344.00	n/a
4) Minor Subdivision Application (7-1-13)	4,380.00	1,720.00	n/a
Plus per lot (7-1-13)	292.00	172.00	n/a
5) Amendment to Minor Subdivision (7-1-13)	730.00	516.00	n/a
6) Extension to Minor Subdivision (7-1-13)	438.00	344.00	n/a
b. Major Subdivision Map (recorded map process)			
1) Final Map Review (7-1-13)	n/a	2,752.00	n/a
Plus per lot (7-1-13)	n/a	172.00	n/a
2) Final Map Filing (7-1-13)	n/a	1,720.00	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
3) Improvement Plan Review (per lot) (7-1-13).....	n/a	1,204.00	n/a
4) Acceptance of Improvements and dedications (7-1-13).....	n/a	3,440.00	n/a
5) Amendment to Subdivision Agreement (7-1-13).....	n/a	3,440.00	n/a
6) Charges for Inspection of Construction			
Percent of cost of improvements (11-1-91).....	n/a	9%	n/a
or			
Minimum (per hour) (7-1-13).....	n/a	172.00	n/a
e. Minor Subdivision Map (recorded map process)			
1) Parcel Map Review (7-1-13).....	n/a	1,720.00	n/a
Plus per lot (7-1-13).....	n/a	172.00	n/a
2) Parcel Map Filing (7-1-13).....	n/a	1,720.00	n/a
3) Improvement Plan Review (per lot) (7-1-13).....	n/a	1,720.00	n/a
4) Acceptance of dedications (7-1-13).....	n/a	1,720.00	n/a
5) Acceptance of improvements (7-1-13).....	n/a	860.00	n/a
6) Amendment of Improvement Agreement (7-1-13).....	n/a	860.00	n/a
7) Charges for Inspection of Construction			
Percent of cost of improvements (11-1-91).....	n/a	9%	n/a
or			
Minimum (per hour) (7-1-13).....	n/a	172.00	n/a
d. Development Plan Review and additional plan checking as required, due to substantial plan alterations (per hour) (7-1-13).....	n/a	172.00	n/a
e. Special engineering analysis (6-28-88).....	n/a	At Cost	n/a
Plus Administrative fee (percent of cost) (6-28-88).....	n/a	9%	n/a
f. Charge for Installation of New Street Monuments (each) (7-1-13).....	n/a	344.00	n/a

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
g. Charge for new lot creation (per lot) (7-1-13)	n/a	344.00	n/a
h. Lot line adjustment (between 2 parcels) (7-1-13)	876.00	860.00	172.00
Each additional parcel above 2 (per parcel) (7-1-13)	n/a	172.00	n/a
i. Parcel merge (between 2 parcels) (7-1-13)	876.00	860.00	n/a
Each additional parcel above 2 (per parcel) (7-1-13)	n/a	172.00	n/a
j. Certificate of Compliance (7-1-13)	n/a	860.00	n/a
k. Certification of Correction Review (7-1-13)	n/a	860.00	n/a
l. Update of City Sanitary Sewer and Storm Drain Base Maps			
1) Minor Subdivision (7-1-13)	n/a	344.00	n/a
2) Major Subdivision (7-1-13)	n/a	688.00	n/a
m. Application for vacation or abandonment of property rights (7-1-13)	584.00	1,032.00	n/a
n. Acceptance of easements and dedications			
1) Acceptance by City Council (7-1-13)	n/a	1,720.00	n/a
2) Acceptance by City Staff (7-1-13)	n/a	860.00	n/a
o. Reversion to acreage or record of survey filing fee (7-1-13)	n/a	516.00	n/a
p. Assessment District Reapportionment (CMC 78-32)			
1) Application fee (7-1-13)	n/a	86.00	n/a
2) Review - Hearing Method (7-1-13)	n/a	10,320.00	n/a
3) Review - Alternative Method (7-1-13)	n/a	516.00	n/a
42. TERPS (Terminal Instrument Procedures Study)			
Terminal Instrument Procedures Study (11-1-91)	At Cost	n/a	n/a
Plus Administrative fee (percent of cost) (11-1-91)	20%	n/a	n/a
43. Use Permit			

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
a. Ground Sign or Accessory Building Review (7-1-13)	1,314.00	344.00	172.00
b. Residential development of four (4) units or less; office building to twenty five hundred (2,500) sq. ft.; commercial and industrial building to ten thousand (10,000) sq. ft. (7-1-13)	3,212.00	1,720.00	172.00
e. Residential development of five (5) to twenty four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft. (7-1-13)	5,110.00	3,440.00	258.00
d. Other development including any development with outdoor operations (7-1-13)	5,840.00	3,440.00	344.00
e. Amendment (CMC 18.505.030) (7-1-13)	3,212.00	1,376.00	172.00
f. Extension (CMC 18.505.020(b)) (7-1-13)	2,190.00	172.00	n/a
g. Entertainment Permit (7-1-13)	2,920.00	n/a	n/a
Variance (CMC 18.430.010)(7-1-13)			
a. Related to existing single family residence only, not including a new subdivision or construction of a new unit (7-1-13)	1,460.00	344.00	86.00
b. Other variance (7-1-13)	2,920.00	344.00	172.00
Plus per each affected parcel (7-1-13)	1,460.00	172.00	n/a
e. Reasonable Accommodation (CMC 18.425.070) (7-1-13)	146.00	n/a	n/a
d. Extension (CMC 18.505.020(b)) (7-1-13)	438.00	n/a	n/a
45. Vendor Permit (CMC 122.924) (7-1-13)	438.00	172.00	n/a
46. Zoning Administrator Permit (CMC 18.435.010)(7-1-13)			
a. Residential development of four (4) units or less; office building to twenty five hundred (2,500) sq. ft.; commercial and industrial building to ten thousand (10,000) sq. ft. and for small collection recycling facility (7-1-13)	1,314.00	688.00	172.00
b. Residential development of five (5) to twenty four (24) units; office building from two thousand five hundred and one (2,501) to ten thousand (10,000) sq. ft.; and commercial and industrial building from ten thousand and one (10,001) to twenty thousand (20,000) sq. ft. (7-1-13)	2,044.00	1,204.00	258.00
e. Other development including development with outdoor operations (7-1-13)	3,358.00	1,720.00	258.00

D. PERMIT CENTER FEES (Continued)

	Current Planning Fee	Current Engineering Fee	Current Building Fee
d. Related to an individual single family residence only; e.g., a permit for an 8 ft. wall/fence (7-1-13).....	365.00	172.00	86.00
e. Child care facility (large family day care home) (7-1-13).....	730.00	468.00	172.00
*Engineering review and the fee may be waived for child care facilities (large family day care homes) for 7 to 12 children if there are no perceived impacts that require review. (7-1-95)			
f. Home Based Business (Client Variance) (7-1-13).....	469.00	n/a	n/a
g. Telecommunications facility (7-1-13).....	2,482.00	1,032.00	86.00
h. Amendment (CMC 18.505.030) (7-1-13).....	483.00	172.00	86.00
i. Extension (CMC 18.505.020(b)) (7-1-13).....	387.00	n/a	n/a
47. Zoning Amendment (Rezoning)			
a. Preliminary Development Plan (PDP) (Planned District Only) (CMC 18.440.040) (7-1-13).....	5,271.00	2,580.00	344.00
b. PDP Amendment			
1) Significant (CMC 18.440.040) (7-1-13).....	2,899.00	1,720.00	258.00
2) Minor (CMC 18.440.040) (7-1-13).....	1,450.00	860.00	172.00
c. Rezoning application (CMC 18.455.030) (7-1-13).....	6,588.00	n/a	n/a
d. Request for text amendment (7-1-13).....	6,588.00	n/a	n/a
48. Unique Project			
a. For unique project or special circumstance a fee shall be determined based on hours of work performed (1-hour minimum) (per hour) (7-1-13).....	146.00	172.00	172.00

D. PERMIT CENTER FEES (Continued)

D. Permit Center Fees

<u>No.</u>	<u>Description</u>		<u>Fee Basis</u>	<u>Recommended Fee/Rate</u>			
				<u>Plan</u>	<u>Engr</u>	<u>Bldg</u>	<u>Total Fee/ Minimum Deposit</u>
<u>1</u>	<u>Administrative Permit (does not include design review)</u>						
<u>1.1</u>	<u>New Use</u>		<u>Fixed Fee</u>	<u>343.00</u>	<u>238.00</u>	<u>n/a</u>	<u>581.00</u>
<u>1.2</u>	<u>Change of Use/Tenant</u>		<u>Fixed Fee</u>	<u>171.00</u>	<u>238.00</u>	<u>n/a</u>	<u>410.00</u>
<u>1.3</u>	<u>Temporary Use</u>		<u>Fixed Fee</u>	<u>343.00</u>	<u>238.00</u>	<u>n/a</u>	<u>581.00</u>
<u>1.4</u>	<u>Home Based Business</u>		<u>Fixed Fee</u>	<u>43.00</u>	<u>n/a</u>	<u>n/a</u>	<u>43.00</u>
<u>1.5</u>	<u>Minor Exception</u>		<u>Fixed Fee</u>	<u>343.00</u>	<u>238.00</u>	<u>n/a</u>	<u>581.00</u>
<u>1.6</u>	<u>Secondary Living Unit</u>		<u>Fixed Fee</u>	<u>514.00</u>	<u>476.00</u>	<u>n/a</u>	<u>991.00</u>
<u>1.7</u>	<u>Sidewalk Café Pre-Application Review (also requires Encroachment Permit - see section 17)</u>		<u>Fixed Fee</u>	<u>171.00</u>	<u>238.00</u>	<u>n/a</u>	<u>410.00</u>
<u>1.8</u>	<u>Business License (Planning Review)</u>		<u>Fixed Fee</u>	<u>43.00</u>	<u>n/a</u>	<u>n/a</u>	<u>43.00</u>
<u>1.9</u>	<u>Vendor Permit</u>		<u>Fixed Fee</u>	<u>343.00</u>	<u>238.00</u>	<u>n/a</u>	<u>581.00</u>
<u>1.10</u>	<u>Seasonal Outdoor Sales</u>		<u>Fixed Fee</u>	<u>171.00</u>	<u>n/a</u>	<u>n/a</u>	<u>171.00</u>
<u>1.11</u>	<u>Seasonal Outdoor Sales - Refundable Security Deposit</u>	[A]	<u>Security Deposit</u>				<u>Security Deposit 2,500</u>
<u>2</u>	<u>Animal Permit</u>	[B]	<u>Actual Hours</u>	<u>Actual Hours</u>	<u>n/a</u>	<u>n/a</u>	<u>Deposit 500</u>
<u>3</u>	<u>Annexation</u>						
<u>3.1</u>	<u>Planning Review</u>	[B]	<u>Actual Hours</u>	<u>Actual Hours</u>	<u>n/a</u>	<u>n/a</u>	<u>Deposit 25,000</u>
<u>3.2</u>	<u>Engineering Review:</u>						
<u>3.2.1</u>	<u>Area of 2.5 acres or less</u>		<u>Fixed Fee</u>	<u>n/a</u>	<u>2,858.00</u>	<u>n/a</u>	<u>2,858.00</u>
<u>3.2.2</u>	<u>Area larger than 2.5 acres, but not larger than 25 acres</u>		<u>Fixed Fee</u>	<u>n/a</u>	<u>4,049.00</u>	<u>n/a</u>	<u>4,049.00</u>
<u>3.2.3</u>	<u>Area larger than 25 acres</u>		<u>Fixed Fee</u>	<u>n/a</u>	<u>5,478.00</u>	<u>n/a</u>	<u>5,478.00</u>
<u>3.3</u>	<u>Out of area sewer service application (LAFCO application processing)</u>		<u>Fixed Fee</u>	<u>n/a</u>	<u>2,382.00</u>	<u>n/a</u>	<u>2,382.00</u>
<u>4</u>	<u>Appeal</u>						
<u>4.1</u>	<u>Of Staff Interpretation (+ Public Notification D.33)</u>		<u>Fixed Fee</u>	<u>99.00</u>	<u>n/a</u>	<u>n/a</u>	<u>99.00</u>
<u>4.2</u>	<u>To Planning Commission (+Public Notification D.33)</u>		<u>Fixed Fee</u>	<u>99.00</u>	<u>n/a</u>	<u>n/a</u>	<u>99.00</u>
<u>4.3</u>	<u>To City Council (+Public Notification D.33)</u>		<u>Fixed Fee</u>	<u>99.00</u>	<u>n/a</u>	<u>n/a</u>	<u>99.00</u>
<u>5</u>	<u>Application Acceptability Review</u>		<u>Fixed Fee</u>	<u>171.00</u>	<u>238.00</u>	<u>n/a</u>	<u>410.00</u>

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate				
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit	
6	Building Move/Relocation Application	[B]	Actual Hours		n/a	Deposit 1,500	
	NOTE: Encroachment and/or Building permits may be required.						
7	Building Permit, Plan Review & Inspection						
7.1	Building Division Fees					See Table 3a	
7.2	Additional Plan Review - Planning & Engineering						
	NOTE: Includes required plan review for all construction codes adopted by the City. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate.						
7.2.1	Initial Application Review		Fixed Fee	171.00	132.00	n/a	304.00
7.2.2	Plot Plan (Final Grading and Drainage Review (single lot, part of subdivision))		Fixed Fee	171.00	238.00	n/a	410.00
7.2.3	Other Plan Review as Required	[B]	Actual Hours		n/a	Deposit 1,500	
7.3	Plot Plan (Final Grading and Drainage Improvements) Inspection (single lot, part of a subdivision)	[B]	Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
7.3	Building Permit Stormwater Pollution Prevention Compliance Plan Review <i>Please refer to Section 39 for related fees.</i>						
7.3.1	Coordination (1/2 hour)		Fixed Fee	n/a	119.00	n/a	119.00
7.3.2	Additional time (per hour)	[B]	Actual Hours	n/a	Actual Hours	n/a	Deposit 500
7.3.3	C.3 service fee for permits increasing impervious surface		Valuation-Based				See Table 3a
8	Child Care Program (CMC78-63)						See Table 3a
9	Condition Compliance and Mitigation						
9.1	Minor (Admin with no Design Review Board)		Fixed Fee	343.00	476.00	139.00	958.00

D. PERMIT CENTER FEES (Continued)

No.	Description		Fee Basis	Recommended Fee/Rate			
				Plan	Engr	Bldg	Total Fee/ Minimum Deposit
<u>9.2</u>	Major (with Design Review Board)	[B]	Actual Hours	Actual Hours	Actual Hours	Actual Hours	Deposit 15,000
<u>9.3</u>	Stormwater Facility Certification	[B]	Actual Hours	n/a	Actual Hours	Actual Hours	Deposit 1,500
<u>9.4</u>	Specialized Condition Compliance - conducted by consultant	[A]	Cost + 20% Admin Fee				Cost + 20% Admin Fee
10	Design and Site Review						
<u>10.1</u>	Design and Site Review						
<u>10.1.1</u>	Minor (Admin with no DRB)	[B]	Actual Hours	Actual Hours	Actual Hours	Actual Hours	Deposit 3,000
<u>10.1.2</u>	Major (with DRB)	[B]	Actual Hours	Actual Hours	Actual Hours	Actual Hours	Deposit 15,000
<u>10.2</u>	Sign Design Review		Fixed Fee	514.00	n/a	70.00	584.00
<u>10.3</u>	Design and Site Review Extension		Fixed Fee	514.00	n/a	n/a	514.00
<u>10.4</u>	Sign - Administrative Design Review						
<u>10.4.1</u>	Staff extension		Fixed Fee	171.00	n/a	n/a	171.00
<u>10.4.2</u>	Board approval extension		Fixed Fee	343.00	n/a	n/a	343.00
11	Development Agreement						
<u>11.1</u>	Development Agreement	[B]	Actual Hours	6,858.00	2,382.00	n/a	Deposit 10,000
12	Development Project Mitigation Fee for Fire Station No. 22						See Table 3a
13	Documents, Maps, Imaging and Technology						
<u>13.1</u>	Documents						
<u>13.1.1</u>	Per page (per case law)		Fixed Fee	Applies to all divisions			0.10
<u>13.1.2</u>	Maps		Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
<u>13.1.3</u>	Other		Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
<u>13.2</u>	Technology Fee - Percent of sum of total admin, plan review and inspection		Valuation-based	Applies to all divisions			7% of Fee for Admin, Plan Review, & Inspection
<u>13.3</u>	Document Imaging Fee (per sheet):						
<u>13.3.1</u>	< 11 x 17 - Per Sheet		Fixed Fee	Applies to all divisions			1.70
<u>13.3.2</u>	> 11 x 17 - Per Sheet		Fixed Fee	Applies to all divisions			3.90
<u>13.4</u>	Hearing Tape Copy (per tape)		Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
13.5	Public Hearing Poster (each)	Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
13.6	Copies of Public Documents	Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
13.6.1	Photo copy, page size not to exceed 11"x17"	Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
13.6.2	Prints from microfilm	Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
13.6.3	Prints copy, page size exceeding 11"x17"	Cost + Admin Fee	Applies to all divisions			Cost + Admin Fee
13.7	Special service microfilm research request					
13.7.1	Per hour (1/2-half hour minimum)	[B] Actual Hours	Applies to all divisions			94.00
13.7.2	Print from Microfilm (Per Sheet)	Fixed Fee	Applies to all divisions			Cost of Reproduction
14	Drainage Area Fee -- City					
	Area 5 (per acre)	Per Acre	n/a	2,178.00	n/a	Varies
	Area 7 (per acre)	Per Acre	n/a	3,831.00	n/a	Varies
	Area 23/24 (per acre)	Per Acre	n/a	2,709.00	n/a	Varies
	Area 50 (per acre)	Per Acre	n/a	4,211.00	n/a	Varies
	Area 90 (per acre)	Per Acre	n/a	3,414.00	n/a	Varies
	Area 92 (per acre)	Per Acre	n/a	2,417.00	n/a	Varies
15	Drainage Area Fee -- County					
	Area 128 (per square foot)	Per S.F.	n/a	0.17	n/a	Varies
	Area 22 (per square foot)	Per S.F.	n/a	0.05	n/a	Varies
	Area 33B (per square foot)	Per S.F.	n/a	0.70	n/a	Varies
	Area 33C (per square foot)	Per S.F.	n/a	0.44	n/a	Varies
	Area 48B (per square foot)	Per S.F.	n/a	0.39	n/a	Varies
16	Encroachment Permit (CMC 90-234)					
	<i>Exceptions: Fee will not be required of any utility or public agency for utility or public agency for their work done in conjunction with a City construction project</i>					
16.1	Encroachment Permit Issuance and Processing					
16.1.1	Application Processing	Fixed Fee	n/a	132.00	n/a	132.00
16.1.2	Filing fee exclusive of processing and inspection fees	Fixed Fee	n/a	66.00	n/a	66.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate				
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit	
16.2	Encroachment Permit Plan Review, Inspection Fees and Security Deposits						
	<i>Note: All plan review fees include one initial submission and two revisions. Any additional plan review required will be charged at an hourly rate, and will require an adequate deposit to a trust account prior to commencement. The permit fee includes inspections made during the specified timeline only.</i>						
16.3	Curb / gutter / sidewalk, not in addition to major construction. (30 days from date of permit issuance to complete)						
16.3.1	Plan Review (if Required)	[B]	Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
16.3.2	Inspection fee up to 400 square feet		Fixed Fee	n/a	302.00	n/a	302.00
16.3.3	Each add'l 200 sq ft or fraction thereof		Fixed Fee (Increment)	n/a	76.00	n/a	Varies
16.3.4	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.		Security Deposit				Security Deposit \$10/square foot, \$500 minimum
16.4	Driveway (30 days from date of permit issuance to complete)						
16.4.1	Plan Review (if required)	[B]	Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
16.4.2	Inspection:						
16.4.2.1	Residential		Fixed Fee	n/a	302.00	n/a	302.00
16.4.2.2	Commercial		Fixed Fee	n/a	605.00	n/a	605.00
16.4.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. NOTE: Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.		Security Deposit				Security Deposit \$10/square foot, \$500 minimum

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate				
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit	
16.5	Building Move (90 days from date of permit issuance to complete)						
	<i>*Note: encroachment permit only; other fees may apply.</i>						
16.5.1	Plan Review (if required)	[B]	Actual Hours	n/a	n/a	Deposit 1,500	
16.5.2	Inspection:		Fixed Fee			1,210.00	
16.5.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. NOTE: Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.		Security Deposit			Security Deposit 100% of Construction Costs	
16.6	Right-of-way - Obstruction (street/parking space) (90 days from date of permit issuance to complete)						
	<i>Note: Any obstruction permit will not be granted if there is available space on the private property to accommodate the proposed use. If a permit is granted, such obstructions shall be located away from adjacent driveways, fire hydrants, curb returns, and utility access points.</i>						
16.6.1	Plan Review (if required)	[B]	Actual Hours	n/a	n/a	Deposit 1,500	
16.6.2	Inspection:						
16.6.2 .1	Parking space obstruction (per calendar day)		Per Day	n/a	76.00	n/a	Varies
16.6.2 .2	Dumpster/Drop Storage (if approved)		Per Week	n/a	151.00	n/a	Varies
16.6.2 .3	Restoration Security Deposit not required						Not Required
16.7	Street excavation; steel plates, trenching (One week from date of permit issuance to complete)						
16.7.1	Plan Review (if required)	[B]	Actual Hours	n/a	n/a	Deposit 1,500	
16.7.2	Inspection:						
16.7.2 .1	up to 200 sq ft		Fixed Fee	n/a	302.00	n/a	302.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
<u>16.7.2</u> <u>.2</u>	<u>each additional 50 sq ft.</u>	<u>Fixed Fee (Increment)</u>	<u>n/a</u>	<u>151.00</u>	<u>n/a</u>	<u>Varies</u>
<u>16.7.3</u>	<u>Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. NOTE: Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.</u>	<u>Security Deposit</u>				<u>Security Deposit 100% of Construction Costs</u>
<u>16.8</u>	<u>Traffic Control (90 days from date of permit issuance to complete)</u>					
<u>16.8.1</u>	<u>Plan Review (if required)</u>	<u>[B]</u>	<u>Actual Hours</u>	<u>n/a</u>	<u>n/a</u>	<u>Deposit 1,500</u>
<u>16.8.2</u>	<u>Inspection:</u>					
<u>16.8.2</u> <u>.1</u>	<u>Mobile (temporary set up) - per day</u>	<u>Per Day</u>	<u>n/a</u>	<u>151.00</u>	<u>n/a</u>	<u>Varies</u>
<u>16.8.2</u> <u>.2</u>	<u>Fixed (long-term) - per week</u>	<u>Per Week</u>	<u>n/a</u>	<u>454.00</u>	<u>n/a</u>	<u>Varies</u>
<u>16.8.2</u> <u>.3</u>	<u>Traffic Signal Adjustment - (per day, per intersection)</u>	<u>Per Day</u>	<u>n/a</u>	<u>227.00</u>	<u>n/a</u>	<u>Varies</u>
<u>16.8.3</u>	<u>Restoration Security Deposit not required</u>					<u>Not Required</u>
<u>16.9</u>	<u>Sewer lateral in street right-of-way or easement (per lateral) (90 days from date of permit issuance to complete)</u>					
<u>16.9.1</u>	<u>Plan Review (if required)</u>	<u>[B]</u>	<u>Actual Hours</u>	<u>n/a</u>	<u>n/a</u>	<u>Deposit 1,500</u>
<u>16.9.2</u>	<u>Inspections</u>	<u>Fixed Fee</u>	<u>n/a</u>	<u>605.00</u>	<u>n/a</u>	<u>605.00</u>
<u>16.9.3</u>	<u>Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.</u>	<u>Security Deposit</u>				<u>100% of Restoration Cost</u>

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate				
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit	
16.10	Sidewalk café (90 days from date of permit issuance to complete)						
	NOTE: also requires encroachment agreement						
16.10.1	Plan Review (if required)	[B]	Actual Hours	n/a	n/a	Deposit \$1,500	
16.10.2	Inspections		Fixed Fee	n/a	454.00	n/a	454.00
16.10.3	Restoration Security Deposit = 100% cost to restore public right-of-way or watercourse to pre-encroachment condition. Applicant must complete work and request refund of deposit within 30 days from final inspection or 60 days from issuance (whichever is later) or deposit is forfeited.		Security Deposit				100% of Restoration Cost
16.11	Other Inspection Charges						
16.11.1	Reinspection, for reasons such as failure to schedule an inspection, work not ready for a requested inspection, and failed or improper work done without an inspection which must be redone (one hour minimum)	[B]	Actual Hours	n/a	Actual Hours	n/a	151.00
16.11.2	Special inspection requests, other than regular business hours (2 hour minimum charge)	[B]	Actual Hours	n/a	Actual Hours	n/a	302.00
16.11.3	Specialty inspection						
16.11.3.1	a. Materials sampling, compaction testing and special materials testing	[A]	Cost + 20% Admin Fee				Cost + 20% Admin Fee
16.11.3.2	b. Sewer air Test and Televising (per call out)	[A]	Cost + 20% Admin Fee				Cost + 20% Admin Fee
17	Environmental Review						
17.1	Staff prepared environmental analysis	[B]	Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
17.2	Consultant prepared environmental analysis	[A]	Cost + 20% Admin Fee				Cost + 20% Admin Fee
17.3	Peer review by consultant	[A]	Cost + 20% Admin Fee				Cost + 20% Admin Fee
17.4	Staff review of consultant- prepared analysis/review		Fixed Fee	857.00	n/a	n/a	857.00
17.5	Agency Filing Fees		Actual Cost	various	n/a	n/a	Actual Cost
17.6	Document Processing		Fixed Fee	257.00	n/a	n/a	257.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
18	Flood Zone/FEMA/Drainage					
	<i>NOTE: Includes one review and one revision</i>					
18.1	Flood Zone Verification Certificate	Fixed Fee	n/a	132.00	n/a	132.00
18.2	Flood Zone Verification Certificate (requiring additional analysis due to location of structure relative to floodplain)	Fixed Fee	n/a	741.00	n/a	741.00
18.3	Flood Elevation Certificate	Fixed Fee	n/a	1,217.00	n/a	1,217.00
18.4	Flood Zone Construction Permit	Fixed Fee	n/a	609.00	n/a	609.00
18.5	FEMA application review for LOMA's, CLOMA's, LOMR's, CLOMR's, etc	Fixed Fee	n/a	1,958.00	n/a	1,958.00
18.6	Drainage investigations (per hour)	[B] Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
19	General/Specific Plans					
19.1	Plan Amendment	[B] Actual Hours	Actual Hours	Actual Hours	n/a	Deposit 20,000
19.2	General Plan/Zoning Ordinance Reimbursement Fee (.0031 x Building Permit Valuation)	Valuation-based	0.31%			0.31%
20	Grading and Erosion Control Permit					
	<i>Note: No permit required for grading in an area < 50 cubic yards and not hillside For more detail and additional exemptions see CMC 16.10.030 (b) and (c).</i>					
20.1	Grading Permit Processing, Administration & Other Fees					
20.1.1	Application Processing	Fixed Fee	n/a	132.00	n/a	132.00
20.1.2	Filing fee exclusive of processing and inspection fees	Fixed Fee	n/a	66.00	n/a	66.00
20.1.3	Pad certification	Fixed Fee	n/a	238.00	n/a	238.00
20.1.4	Stockpile and erosion control monitoring (per calendar day)	Per Day	n/a	38.00	n/a	38.00
20.1.5	Wet Season Work Authorization (October 15 - April 15) - Per Week <i>Note: Must obtain approval from inspector prior to commencing grading work during wet weather.</i>	Per week	n/a	76.00	n/a	76.00
20.1.6	Refundable Security Deposit for Grading Permits:					

D. PERMIT CENTER FEES (Continued)

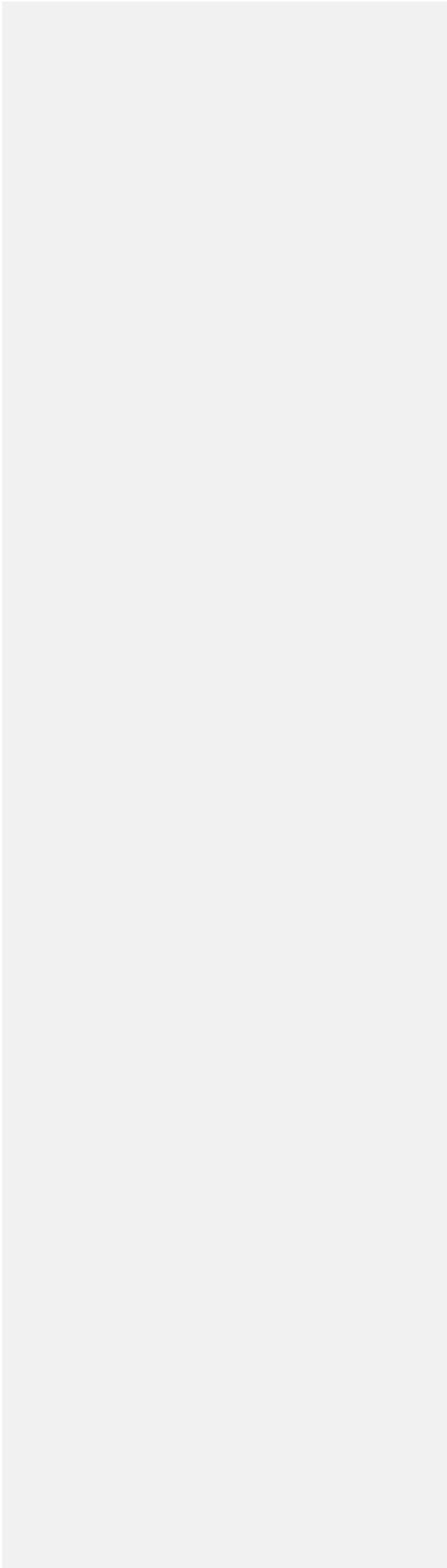
No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
20.1.6.1	Erosion Control Deposit - 100% cost of grading, removal of associated nuisances/hazards, may include installation of erosion & sediment control measures.	Security Deposit				100% of Project Cost
20.1.6.2	See Recycling Program fees and Performance Security Deposit for information on additional construction & demolition security deposit requirements (Section 35).					See Section 35
20.2	Standard Grading Plan Review Fees:					
	<i>Note: All plan review fees include one initial submission and two revisions. Any additional plan review required will be charged at an hourly rate, and will require an adequate deposit to a trust account prior to commencement.</i>					
20.2.1	Single lot in (a non-hillside) location up to 100 cubic yards	Fixed Fee	n/a	357.00	n/a	357.00
20.2.2	Single lot in (a hillside) location up to 100 cubic yards	Fixed Fee	n/a	476.00	n/a	476.00
20.2.3	101-1,000 cubic yards, for the first 100 cubic yards	Fixed Fee (Increment)	n/a	476.00	n/a	Varies
20.2.4	Plus for each additional 100 cubic yards or fraction thereof	Fixed Fee (Increment)	n/a	119.00	n/a	Varies
20.2.5	1,001-10,000 cubic yards, for the first 1,000 cubic yards	Fixed Fee (Increment)	n/a	1,548.00	n/a	Varies
20.2.6	Plus for each additional 1,000 cubic yards or fraction thereof	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
20.2.7	10,001-100,000 cubic yards, for the first 10,000 cubic yards	Fixed Fee (Increment)	n/a	3,692.00	n/a	Varies
20.2.8	Plus for each additional 1,000 cubic yards or fraction thereof	Fixed Fee (Increment)	n/a	95.00	n/a	Varies
20.2.9	Over 100,000 cubic yards, for first 100,000 cubic yards	Fixed Fee (Increment)	n/a	12,267.00	n/a	Varies
20.2.10	Plus each additional 10,000 cu yds	Fixed Fee (Increment)	n/a	71.00	n/a	Varies
20.2.11	Additional plan review beyond two revisions (see note)	[B] Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
20.3	Special Grading Plan Review Fees:					
20.3.1.1	New Pool - Plan Review < 100 cubic yards	Fixed Fee	n/a	476.00	n/a	476.00
20.3.1.2	100 -200 cubic yards	Fixed Fee	n/a	715.00	n/a	715.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
20.4	Additional document review, including SWPPP's and Soils report					
20.4.1	Geotechnical	[B]	Actual Hours	n/a	n/a	Deposit 1,500
20.4.2	SWPPP	[B]	Actual Hours	n/a	n/a	Deposit 1,500
20.4.3	Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Plans)		Security Deposit			\$200/page, \$500 minimum
20.5	Grading Permit Inspection					
	<i>Note: The permit fee includes inspections made during the specified timeline only.</i>					
	<i>Up to 1,000 cubic yards: 30 days from date of permit</i>					
	<i>Over 1,000 up to 10,000 cubic yards: 60 days from date of permit</i>					
	<i>Over 10,000 up to 100,000 cubic yards: 90 days from date of permit</i>					
	<i>Over 100,000 cubic yards: 120 days from date of permit</i>					
20.5.1	Single lot in (a non-hillside) location up to 100 cubic yards		Fixed Fee	n/a	454.00	n/a 454.00
20.5.2	Single lot in (a hillside) location up to 100 cubic yards		Fixed Fee	n/a	605.00	n/a 605.00
20.5.3	101-1,000 cubic yards, for the first 100 cubic yards		Fixed Fee (Increment)	n/a	605.00	n/a Varies
20.5.4	Plus for each additional 100 cubic yards or fraction thereof		Fixed Fee (Increment)	n/a	151.00	n/a Varies
20.5.5	1,001-10,000 cubic yards, for the first 1,000 cubic yards		Fixed Fee (Increment)	n/a	1,965.00	n/a Varies
20.5.6	Plus for each additional 1,000 cubic yards or fraction thereof		Fixed Fee (Increment)	n/a	302.00	n/a Varies
20.5.7	10,001-100,000 cubic yards, for the first 10,000 cubic yards		Fixed Fee (Increment)	n/a	4,687.00	n/a Varies
20.5.8	Plus for each additional 1,000 cubic yards or fraction thereof		Fixed Fee (Increment)	n/a	121.00	n/a Varies
20.5.9	Over 100,000 cubic yards, for the first 100,000 cubic yards		Fixed Fee (Increment)	n/a	15,572.00	n/a Varies
20.5.10	Plus for each additional 1,000 cubic yards or fraction thereof		Fixed Fee (Increment)	n/a	91.00	n/a Varies
20.6	Special Grading Permit Inspection Fees:					
20.6.1	New Pool - Inspection					
20.6.1.1	< 100 cubic yards		Fixed Fee	n/a	454.00	n/a 454.00
20.6.1.2	100 -200 cubic yards		Fixed Fee	n/a	605.00	n/a 605.00
20.6.2	Pool Demolition - Inspection					

D. PERMIT CENTER FEES (Continued)

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D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
<u>20.6.2.1</u>	< 100 cubic yards	Fixed Fee	n/a	454.00	n/a	454.00
<u>20.6.2.2</u>	100 -200 cubic yards	Fixed Fee	n/a	605.00	n/a	605.00
21	Hillside Protection					
	Hillside Protection					
<u>21.1</u>	Minor - SFR - 1 lot	[B] Actual Hours	Actual Hours	n/a	n/a	Deposit 1,500
<u>21.2</u>	Major - Res - > 1 lot; Non-Res	[B] Actual Hours	Actual Hours	n/a	n/a	Deposit 5,000
<u>21.3</u>	Hillside Protection Extension	Fixed Fee	686.00	n/a	n/a	686.00
22	Historic Preservation					
<u>22.1</u>	Certificate of Appropriateness	[B] Actual Hours	Actual Hours	n/a	n/a	Deposit 1,500
<u>22.2</u>	Amendment to Certification of Appropriateness	Fixed Fee	686.00	n/a	n/a	686.00
<u>22.3</u>	Designation/Termination of Landmark Designation	[B] Actual Hours	Actual Hours	n/a	n/a	Deposit 3,000
23	Improvements (Major)					
23.1	Permit Processing, Administration & Other Fees					
<u>23.1.1</u>	Pre-Engineering (For initial meeting)	Fixed Fee	n/a	476.00	n/a	476.00
<u>23.1.2</u>	Pre-Engineering Traffic Review	Fixed Fee	n/a	476.00	n/a	476.00
<u>23.1.3</u>	Application Processing	Fixed Fee	n/a	132.00	n/a	132.00
<u>23.1.4</u>	Filing fee exclusive of processing and inspection fees	Fixed Fee	n/a	66.00	n/a	66.00
23.2	Improvement Plan Review					
	<i>Note: Includes initial submission and two revisions</i>					
<u>23.2.1</u>	Base Cost (Improvements cost < \$100,000, plus cost per \$5K increment)	Fixed Fee	n/a	238.00	n/a	238.00
<u>23.2.2</u>	per each addtl \$5,000 increment, or fraction thereof	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
<u>23.2.3</u>	Base Cost (improvement cost \$100,001 - \$500,000, plus cost per \$5K increment)	Fixed Fee (Increment)	n/a	5,002.00	n/a	Varies
<u>23.2.4</u>	per each addtl \$5,000 increment more than \$100,000, or fraction thereof	Fixed Fee (Increment)	n/a	179.00	n/a	Varies
<u>23.2.5</u>	Base Cost (Improvement cost > \$500,001, plus cost per \$5K increment)	Fixed Fee (Increment)	n/a	19,294.00	n/a	Varies

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
23.2.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof	Fixed Fee (Increment)	n/a	119.00	n/a	Varies
23.2.7	Plan Re-Check	[B] Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500
23.3	Improvement Inspection <i>*Note: The permit fee includes inspections made during the specified timeline only.</i>					
23.3.1	Base Cost - Improvements ≤ \$100,000, plus cost per \$5K increment or less <i>(30 days to complete - see note*)</i>	Fixed Fee	n/a	302.00	n/a	302.00
23.3.2	per each addtl \$5,000 increment, or fraction thereof	Fixed Fee (Increment)	n/a	302.00	n/a	302.00
23.3.3	Base Cost - improvement cost \$100,001 - \$500,000, plus cost per \$5K increment <i>(90 days to complete - see note*)</i>	Fixed Fee	n/a	6,350.00	n/a	6,350.00
23.3.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof	Fixed Fee (Increment)	n/a	227.00	n/a	227.00
23.3.5	Base Cost - Improvement cost > \$500,001, plus cost of \$5K increment <i>(180 days to complete - see note*)</i>	Fixed Fee	n/a	24,493.00	n/a	24,493.00
23.3.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof	Fixed Fee (Increment)	n/a	151.00	n/a	151.00
23.3.7	C.3 service fee for permits increasing impervious surface (percent of valuation)	Valuation-Based				See Table 3a
23.4	Security Deposits and Bond Requirements <i>Note: Additional requirements may be identified in the Conditions of Approval for each project</i>					
23.4.1	Mylar Maps and Plans Security Deposit: \$200/page, minimum of \$500 (to guarantee submission/return of final maps/plans to City)	Security Deposit				\$200/page, \$500 minimum
23.4.2	Improvement Security Deposit/Bond (if required): 110% of construction costs + 100% contractor/subcontractors/labor & material costs	Bond or Security Deposit				110% of Construction Costs

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
23.4.3	Performance Bond (if required) 110% of construction costs or as determined by City Engineer	Bond or Security Deposit				110% of Construction Costs
23.4.4	See Recycling Program fees and Performance Security Deposit for information on additional Construction & Demolition security deposit requirements	Security Deposit				See Recycling Program Fees
23.4.5	Fee associated with calling a bond (if required); to be funded from bond proceeds	Actual Cost	Actual Hours plus any Outside Costs			Actual Cost
24	Inclusionary Housing					See Table 3a
25	Map Reviews					
25.1	Tentative Maps					
25.1.1	Tentative Parcel Map Review (also known as a Tentative Minor Subdivision Map)	Fixed Fee	n/a	2,382.00	n/a	2,382.00
25.1.2	Plus per lot	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
25.1.3	Amendment to Minor Subdivision	Fixed Fee	n/a	715.00	n/a	715.00
25.1.4	Extension to Minor Subdivision	Fixed Fee	n/a	476.00	n/a	476.00
25.1.5	Tentative Major Subdivision Map Review (Also known as a Tract Map)	Fixed Fee	n/a	3,811.00	n/a	3,811.00
25.1.6	Plus Per Lot	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
25.1.7	Amendment to Major Subdivision	Fixed Fee	n/a	1,429.00	n/a	4,858.00
25.1.8	Extension to Major Subdivision	Fixed Fee	n/a	476.00	n/a	1,162.00
25.2	Parcel Maps (Minor Subdivision Maps) - recorded map process					
25.2.1	Parcel Map processing fees	Fixed Fee	n/a	198.00	n/a	198.00
25.2.2	Parcel Map review	Fixed Fee	n/a	3,573.00	n/a	3,573.00
25.2.3	Plus Per Lot	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
25.2.4	Parcel Map Filing	Fixed Fee	n/a	2,382.00	n/a	2,382.00
25.2.5	Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Parcel Map) and \$1,000 (Final Map)	[A] Security Deposit				\$200/page, \$500 minimum

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
25.3	Final Maps (Major Subdivision or Tract Maps)					
25.3.1	Final Map processing fees	Fixed Fee	n/a	198.00	n/a	198.00
25.3.2	Final Map Review	Fixed Fee	n/a	4,764.00	n/a	4,764.00
25.3.3	Plus Per Lot	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
25.3.4	Map Re-review	Fixed Fee	n/a	1,085.00	n/a	1,085.00
25.3.5	Final Map Filing	Fixed Fee	n/a	2,382.00	n/a	2,382.00
25.3.6	Mylar Maps and Plans Security Deposit: \$200/page OR Minimum: \$500 (Parcel Map) and \$1,000 (Final Map)	[A] Security Deposit				\$200/page, \$500 minimum
25.4	Agreements					
25.4.1	Subdivision Agreement	Fixed Fee	n/a	7,410.00	n/a	7,410.00
25.4.2	Amendment to Subdivision Agreement	Fixed Fee	n/a	5,028.00	n/a	5,028.00
25.4.3	Improvement Agreement	Fixed Fee	n/a	7,410.00	n/a	7,410.00
25.4.4	Amendment of Improvement Agreement (Minor Subdivisions)	Fixed Fee	n/a	5,028.00	n/a	5,028.00
25.5	Other Map Changes					
25.5.1	Special engineering analysis performed by outside consultant	[A] Cost + 20% Admin Fee				Cost + 20% Admin Fee
25.5.2	Charge for Filing of New Street Monuments (each)	Fixed Fee	n/a	264.00	n/a	264.00
25.5.3	Charge for new lot creation (per lot)	Fixed Fee	n/a	476.00	n/a	476.00
25.5.4	Lot line adjustment (between 2 parcels)	Fixed Fee	343.00	1,191.00	139.00	1,673.00
25.5.5	Each additional parcel	Fixed Fee	n/a	238.00	n/a	238.00
25.5.6	Parcel merge (between 2 parcels)	Fixed Fee	343.00	1,191.00	n/a	1,534.00
25.5.7	Each additional parcel	Fixed Fee	n/a	238.00	n/a	238.00
25.5.8	Certificate of Compliance	Fixed Fee	n/a	1,191.00	n/a	1,191.00
25.5.9	Certification of Correction Review	Fixed Fee	n/a	1,191.00	n/a	1,191.00
25.5.10	Update of City Sanitary Sewer and Storm Drain Base Maps					
25.5.10.1	Minor Subdivision	Fixed Fee	n/a	476.00	n/a	476.00
25.5.10.2	Major Subdivision	Fixed Fee	n/a	953.00	n/a	953.00
25.6	Easement, Dedication, Vacation, Abandonment					
25.6.1	Application for vacation or abandonment of property rights	Fixed Fee	1,715.00	1,429.00	n/a	3,144.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
25.6.2	Acceptance of easements and dedications					
25.6.2.1	Acceptance by City Council	Fixed Fee	<u>n/a</u>	<u>2,382.00</u>	<u>n/a</u>	<u>2,382.00</u>
25.6.2.2	Acceptance by City Staff	Fixed Fee	<u>n/a</u>	<u>1,191.00</u>	<u>n/a</u>	<u>1,191.00</u>
25.6.3	Reversion to acreage or record of survey filing fee	Fixed Fee	<u>n/a</u>	<u>715.00</u>	<u>n/a</u>	<u>715.00</u>
25.6.4	Assessment District Reapportionment (CMC 78-32)					
25.6.4.1	Application Fee	Fixed Fee	<u>n/a</u>	<u>238.00</u>	<u>n/a</u>	<u>238.00</u>
25.6.4.2	Review - Hearing Method	Fixed Fee	<u>n/a</u>	<u>14,292.00</u>	<u>n/a</u>	<u>14,292.00</u>
25.6.4.3	Review - Alternative Method	Fixed Fee	<u>n/a</u>	<u>715.00</u>	<u>n/a</u>	<u>715.00</u>
25.7	Development Plan Review and additional plan checking as required, due to substantial plan alterations	[B]	Actual Hours	Actual Hours	n/a	Deposit 1,500
26	Neighborhood Preservation					
26.1	Multi-Family Rental Inspection Program Fees					See Table 3b
27	Off-Site Street Improvement Program (OSIP) (CMC 78-154)					
27.1	Single family unit (per dwelling unit)	Per Unit	<u>n/a</u>	<u>3,251.00</u>	<u>n/a</u>	<u>Varies</u>
27.1.1	Secondary living unit	Per Unit	<u>n/a</u>	<u>1,626.00</u>	<u>n/a</u>	<u>Varies</u>
27.1.2	Small secondary living unit (640 sq. ft. or less) (5-12-16)	Per Unit	<u>n/a</u>	<u>813.00</u>	<u>n/a</u>	<u>Varies</u>
27.2	Multi family unit, including condominium and townhouse (per dwelling unit)	Per Unit	<u>n/a</u>	<u>2,624.00</u>	<u>n/a</u>	<u>Varies</u>
27.3	Commercial (per gross sq. ft.)	Per G.S.F.	<u>n/a</u>	<u>8.81</u>	<u>n/a</u>	<u>Varies</u>
27.4	Office (per gross sq. ft.)	Per G.S.F.	<u>n/a</u>	<u>7.04</u>	<u>n/a</u>	<u>Varies</u>
27.5	Industrial (per gross sq. ft.)	Per G.S.F.	<u>n/a</u>	<u>2.98</u>	<u>n/a</u>	<u>Varies</u>
27.6	Mini-storage (per gross sq. ft.)	Per G.S.F.	<u>n/a</u>	<u>1.51</u>	<u>n/a</u>	<u>Varies</u>
28	Other Community Development Fees					
28.1	Abatement Hearing (by the Zoning Administrator)	Fixed Fee	<u>1,372.00</u>	<u>n/a</u>	<u>n/a</u>	<u>1,372.00</u>
28.2	Street Name Change					

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
28.2.1	<u>Planning</u> (includes 8 hrs for IT and coord with PD, Fire)	Fixed Fee	<u>1,372.00</u>	<u>n/a</u>	<u>n/a</u>	<u>1,372.00</u>
28.3	<u>Continuance of Hearing Item</u>					
28.3.1	<u>Continuance by Applicant</u>	Fixed Fee	<u>1,372.00</u>	<u>n/a</u>	<u>n/a</u>	<u>1,372.00</u>
28.3.2	<u>Republication and renotification</u>	Actual Cost	<u>Actual Cost</u>	<u>n/a</u>	<u>n/a</u>	<u>Actual Cost</u>
29	<u>Oversized Load Permit</u>					
29.1	<u>A single day vehicle movement</u>	Fixed Fee	<u>n/a</u>	<u>16.00</u>	<u>n/a</u>	<u>16.00</u>
29.2	<u>Multiple movements of a vehicle for a one-year period (special conditions may apply)</u>	Fixed Fee	<u>n/a</u>	<u>90.00</u>	<u>n/a</u>	<u>90.00</u>
30	<u>Park Land (Placeholder only; not included in analysis)</u>					
30.1	<u>Rural Residential- Conservation/Low-Density Residential Designations; Park Land Requirement - 697 sq. ft. (per unit)</u>					
	<u>9/1/06</u>	<u>Per Unit</u>	<u>n/a</u>	<u>11,910.00</u>	<u>n/a</u>	
	<u>9/1/07</u>	<u>Per Unit</u>	<u>n/a</u>	<u>13,504.00</u>	<u>n/a</u>	
	<u>9/1/08</u>	<u>Per Unit</u>	<u>n/a</u>	<u>15,098.00</u>	<u>n/a</u>	
	<u>9/1/09</u>	<u>Per Unit</u>	<u>n/a</u>	<u>16,691.00</u>	<u>n/a</u>	
30.2	<u>Medium-Density Designation; Park Land Requirement - 479 sq. ft.</u>					
	<u>9/1/06</u>	<u>Per Unit</u>	<u>n/a</u>	<u>8,170.00</u>	<u>n/a</u>	
	<u>9/1/07</u>	<u>Per Unit</u>	<u>n/a</u>	<u>9,271.00</u>	<u>n/a</u>	
	<u>9/1/08</u>	<u>Per Unit</u>	<u>n/a</u>	<u>10,370.00</u>	<u>n/a</u>	
	<u>9/1/09</u>	<u>Per Unit</u>	<u>n/a</u>	<u>11,470.00</u>	<u>n/a</u>	
30.3	<u>High-Density Designation; Park Land Requirement - 414 sq. ft. (per unit)</u>					
	<u>9/1/06</u>	<u>Per Unit</u>	<u>n/a</u>	<u>7,055.00</u>	<u>n/a</u>	
	<u>9/1/07</u>	<u>Per Unit</u>	<u>n/a</u>	<u>8,009.00</u>	<u>n/a</u>	
	<u>9/1/08</u>	<u>Per Unit</u>	<u>n/a</u>	<u>8,962.00</u>	<u>n/a</u>	
	<u>9/1/09</u>	<u>Per Unit</u>	<u>n/a</u>	<u>9,914.00</u>	<u>n/a</u>	
30.4	<u>Downtown, Seniors and Special Needs Housing Units; Park Land Requirement - 305 sq. ft. (per unit)</u>					
	<u>9/1/06</u>	<u>Per Unit</u>	<u>n/a</u>	<u>5,233.00</u>	<u>n/a</u>	
	<u>9/1/07</u>	<u>Per Unit</u>	<u>n/a</u>	<u>5,924.00</u>	<u>n/a</u>	
	<u>9/1/08</u>	<u>Per Unit</u>	<u>n/a</u>	<u>6,613.00</u>	<u>n/a</u>	
	<u>9/1/09</u>	<u>Per Unit</u>	<u>n/a</u>	<u>7,304.00</u>	<u>n/a</u>	

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
30.5	Fee for Secondary Unit - shall be fifty percent (50%) of the Rural Residential-Conservation/Low Density Residential Designation (per unit)					
	9/1/06	Per Unit	<u>n/a</u>	<u>5,955.00</u>	<u>n/a</u>	
	9/1/07	Per Unit	<u>n/a</u>	<u>6,752.00</u>	<u>n/a</u>	
	9/1/08	Per Unit	<u>n/a</u>	<u>7,548.00</u>	<u>n/a</u>	
	9/1/09	Per Unit	<u>n/a</u>	<u>8,345.00</u>	<u>n/a</u>	
31	Parking, In-Lieu Payment					
	Per off street parking space that a development is deficient	Per Space	<u>1,572.00</u>	<u>n/a</u>	<u>n/a</u>	
32	Preliminary Application	Fixed Fee	<u>1,372.00</u>	<u>1,906.00</u>	<u>n/a</u>	<u>3,277.00</u>
33	Public Notification					
	Preparation and mailing of public notification to property owners and occupants	Fixed Fee	<u>1,372.00</u>	<u>n/a</u>	<u>n/a</u>	<u>1,372.00</u>
34	Public Support					
34.1	Research, per hour after first 30 minutes	[B] Actual Hours	<u>Actual Hours</u>	<u>Actual Hours</u>	<u>n/a</u>	<u>Deposit 500</u>
34.2	Consultation, per hour after first 30 minutes	[B] Actual Hours	<u>Actual Hours</u>	<u>Actual Hours</u>	<u>n/a</u>	<u>Deposit 500</u>
35	Recycling - Construction & Demolition Projects					
35.1	Program Fee (CMC 82-120) - Percentage assessed to the permit value of covered projects (CMC 18-116). This fee is capped at \$4,500 and \$18,000 for residential and commercial projects, respectively. This fee is non-refundable.	Valuation Percentage		<u>0.3%</u>		<u>0.3%</u>
35.2	Request for Exemption for Small Collection Facilities for Nonprofit Organizations (CMC 82-113).	Fixed Fee		<u>250.00</u>		<u>250.00</u>

D. PERMIT CENTER FEES (Continued)

No.	Description		Fee Basis	Recommended Fee/Rate			
				Plan	Engr	Bldg	Total Fee/ Minimum Deposit
<u>35.3</u>	Performance Security Fee (CMC 82-118) - Percentage assessed to the permit value of covered projects (CMC 18-116). The minimum fee is \$250 for projects under \$10,000 in value and \$500 for projects \$10,000 in value, or greater. The maximum fee is capped at \$25,000.	[A]	Security Deposit				
	Permit Value - \$0 - \$49,999				1.5%		1.5%
	Permit Value - \$50,000 or more				2.0%		2.0%
<u>36</u>	Sewer Connection (If new construction is necessary, a building or encroachment permit will also be required.)						
<u>36.1</u>	Application Processing Fee (1-hour minimum) (per hour)			n/a	132.00	n/a	
<u>36.2</u>	Connection Fee						
<u>36.2.1</u>	Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit)			n/a	5,043.00	n/a	
<u>36.2.2</u>	2-Bedroom Multiple Dwelling Unit (per unit)			n/a	3,731.00	n/a	
<u>36.2.3</u>	1-Bedroom or Studio Multiple Dwelling Unit (per unit)			n/a	2,774.00	n/a	
<u>36.2.4</u>	Secondary Living Unit (per unit)			n/a	2,774.00	n/a	
<u>36.2.5</u>	All other uses (per fixture)			n/a	1,009.00	n/a	
<u>36.2.6</u>	Any connection where the main sewer was installed by the			n/a	Determined Individually	n/a	
<u>36.2.7</u>	Certificate of Entitlement to Reimbursement procedure			n/a	175.00	n/a	
<u>36.2.8</u>	Lateral Construction Area			n/a	Determined Individually	n/a	
<u>36.3</u>	Main Trunk Reimbursement Fees						
<u>36.3.1</u>	Single Family Home or 3-Bedroom Multiple Dwelling Unit (per unit)			n/a	Determined Individually	n/a	
<u>36.3.2</u>	2-Bedroom Multiple Dwelling Unit (per unit)			n/a	Determined Individually	n/a	
<u>36.3.3</u>	1-Bedroom or Studio Multiple Dwelling Unit (per unit)			n/a	Determined Individually	n/a	
<u>36.3.4</u>	Secondary Living Unit (per unit)			n/a	Determined Individually	n/a	
<u>36.3.5</u>	All other uses (per fixture)			n/a	Determined Individually	n/a	

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
36.4	Certificate of Entitlement Reimbursement Fee (CMC Article II, Section 110-40)		n/a	175.00	n/a	
36.5	Sewer Service charge (annual)		n/a	Table 4	n/a	
37	Sidewalk Repair Administrative Fee (Sections 5600 et seq. of the CA Streets & Highways Code)	Fixed Fee	n/a	151.00	n/a	151.00
38	Special Administration					
38.1	Agreement processing not related to subdivisions					
38.1.1	Council action not required	Per Agreement	n/a	1,906.00	n/a	1,906.00
38.1.2	Council action required	Per Agreement	n/a	3,811.00	n/a	3,811.00
38.2	Acceptance of new public improvements	Fixed Fee	n/a	1,906.00	n/a	1,906.00
38.3	After-hours permit request review/approval	Fixed Fee	n/a	66.00	n/a	66.00
38.4	Permit extension request	Fixed Fee	n/a	132.00	n/a	132.00
38.5	Project archiving and closeout (major projects only)	[B] Actual Hours	n/a	Actual Hours	n/a	Deposit 1,500.00
38.6	Penalties					
38.6.1	Penalty for commencing work without permit (note: repeat offenders will be subject to increasing penalties at the discretion of the City Engineer)	Permit Fees Doubled	n/a	2X Permit Fee	n/a	2X Permit Fee
38.6.2	Penalty for work done without scheduling the required inspection (note: repeat offenders will be subject to increasing penalties at the discretion of the City Engineer)	1 additional hour charged per incident	n/a	151.00	n/a	1 additional hour charged per incident
39	Storm Water Treatment Controls					
39.1	Permit Processing, Administration & Other Fees					
39.1.1	Pre-Engineering (For initial meeting)	Fixed Fee	n/a	476.00	n/a	476.00
39.1.2	Application processing	Fixed Fee	n/a	132.00	n/a	132.00
39.1.3	Filing fee exclusive of processing and inspection fees	Fixed Fee	n/a	66.00	n/a	66.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
39.2	Storm Water Treatment Controls Plan Review * <i>Note: Includes initial submission and two revisions</i>					
39.2.1	Base Cost (Improvements cost ≤ \$100,000, plus cost per \$5K increment)	Fixed Fee	n/a	238.00	n/a	238.00
39.2.2	per each addtl \$5,000 increment, or fraction thereof	Fixed Fee (Increment)	n/a	238.00	n/a	Varies
39.2.3	Base Cost (improvement cost \$100,001 - \$500,000, plus cost per \$5K increment)	Fixed Fee	n/a	5,002.00	n/a	5,002.00
39.2.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof	Fixed Fee (Increment)	n/a	179.00	n/a	Varies
39.2.5	Base Cost (Improvement cost > \$500,001, plus cost per \$5K increment)	Fixed Fee	n/a	19,294.00	n/a	19,294.00
39.2.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof	Fixed Fee (Increment)	n/a	119.00	n/a	Varies
39.2.7	Plan Re-Check (hourly)	[B] Actual Hours	n/a	238.00	n/a	Deposit 1,500
39.3	Storm Water Treatment Controls					
39.3.1	Base Improvement cost ≤ \$100,000, plus cost of \$5K increment	Fixed Fee	n/a	302.00	n/a	302.00
39.3.2	per each addtl \$5,000 increment, or fraction thereof	Fixed Fee (Increment)	n/a	302.00	n/a	302.00
39.3.3	Base Improvement cost \$100,001 - \$500,000, plus cost of \$5K increment	Fixed Fee	n/a	6,350.00	n/a	6,350.00
39.3.4	per each addtl \$5,000 increment more than \$100,000, or fraction thereof	Fixed Fee (Increment)	n/a	227.00	n/a	227.00
39.3.5	Improvement cost > \$500,001, plus cost of \$5K increment	Fixed Fee	n/a	24,493.00	n/a	24,493.00
39.3.6	per each addtl \$5,000 increment more than \$500,000, or fraction thereof	Fixed Fee (Increment)	n/a	151.00	n/a	151.00
39.3.7	Review of Operations & Maintenance Agreement	Fixed Fee	n/a	1,512.00	n/a	1,512.00
39.3.8	Annual Inspection of Stormwater Treatment Control	Fixed Fee	n/a	302.00	n/a	302.00
40	TERPS (Terminal Instrument Procedures Study)	[A] Cost + 20% Admin Fee				Cost + 20% Admin Fee

D. PERMIT CENTER FEES (Continued)

No.	Description		Fee Basis	Recommended Fee/Rate			
				Plan	Engr	Bldg	Total Fee/ Minimum Deposit
41	Tree Preservation & Protection						
41.1	Heritage Tree Designation		Fixed Fee	1,372.00	n/a	n/a	1,372.00
41.2	Tree Removal	[B]	Actual Hours	Actual Hours	n/a	n/a	Deposit 1,500
42	Use Permit						
42.1	Minor Use Permit						
42.1.1	Existing building without hearing		Fixed Fee	1,029.00	476.00	70.00	1,575.00
42.1.2	Existing building with hearing		Fixed Fee	1,372.00	715.00	70.00	2,156.00
42.1.3	New Construction without hearing		Fixed Fee	2,058.00	953.00	139.00	3,149.00
42.1.4	New Construction with hearing		Fixed Fee	3,429.00	1,667.00	139.00	5,236.00
42.2	Large Family Day Care Home		Fixed Fee	1,715.00	834.00	139.00	2,687.00
42.3	Home Based Business - Visiting Clientele		Fixed Fee	686.00			686.00
42.4	Wireless Communications Facilities		Fixed Fee	5,144.00	1,429.00	70.00	6,642.00
42.5	Minor Use Permit Amendment						
42.5.1	With hearing		Fixed Fee	686.00	238.00	70.00	994.00
42.5.2	Without hearing		Fixed Fee	343.00	238.00	70.00	651.00
42.6	Minor Use Permit Extension						
42.6.1	With hearing		Fixed Fee	686.00	n/a	n/a	686.00
42.6.2	Without hearing		Fixed Fee	343.00	n/a	n/a	343.00
42.7	Major Use Permit						
42.7.1	Existing Building	[B]	Actual Hours	Actual Hours	Actual Hours	Actual Hours	Deposit 3,000
42.7.2	New Construction	[B]	Actual Hours	Actual Hours	Actual Hours	Actual Hours	Deposit 10,000
42.8	Variance						
42.8.1	Residential variance		Fixed Fee	1,372.00	476.00	70.00	1,918.00
42.8.2	Variance (non-residential)	[B]	Actual Hours	Actual Hours	n/a	n/a	Deposit 3,000
42.8.3	Reasonable Accommodation		Fixed Fee	686.00	n/a	n/a	686.00
42.8.4	Variance Extension		Fixed Fee	686.00	n/a	n/a	686.00
43	Zoning Amendment						
43.1	Rezoning Application	[B]	Actual Hours	Actual Hours	n/a	n/a	Deposit 20,000
43.2	Zoning Text Amendment	[B]	Actual Hours	Actual Hours	n/a	n/a	Deposit 20,000
44	Zoning Verification Letter		Fixed Fee	429.00	n/a	n/a	429.00
45	Other Fees						
45.1	Refund processing fee (for overpayments < \$15 - see notes section)		Fixed Fee				15.00

D. PERMIT CENTER FEES (Continued)

No.	Description	Fee Basis	Recommended Fee/Rate			
			Plan	Engr	Bldg	Total Fee/ Minimum Deposit
45.2	Deposit forfeiture (security deposits or trust accounts left unclaimed after 4 years - see notes section)	Unclaimed Deposit Amount				Unclaimed Deposit Amount
46	Hourly Rates with Overhead					
46.1	Planning Services					
46.1.1	Planning Services - City Staff	Hourly Rate	171.00	n/a	n/a	171.00
46.1.2	Expedited Planning Services - performed by consultant	[A] Cost + 20% Admin Fee				Cost + 20% Admin Fee
46.2	Engineering Services					
46.2.1	Processing	Hourly Rate	n/a	132.00	n/a	132.00
46.2.2	Engineering Plan Check	Hourly Rate	n/a	238.00	n/a	238.00
46.2.3	Engineering Inspection	Hourly Rate	n/a	151.00	n/a	151.00
46.3	Building Division Services					
46.3.1	Processing	[B] Hourly Rate	n/a	n/a	85.00	85.00
46.3.2	Plan Check	[B] Hourly Rate	n/a	n/a	139.00	139.00
46.3.3	Inspection	[B] Hourly Rate	n/a	n/a	122.00	122.00

D. PERMIT CENTER FEES (Continued)

Notes													
	<u>General:</u>												
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including an administrative fee of 20% to cover the associated Citywide overhead costs.												
	<u>Overpayment Information</u> Any permit overpayment made by check of \$15 or more will be processed for refund by check. Such refunds may take up to three weeks. Any permit overpayment made by check less than \$15 will be forfeited by the applicant, as the cost to the City of processing such refunds exceeds the refund amount. Overpayments made by credit card follow the same guidelines unless the charge can be voided and correctly processed.												
	<u>Referenced in Schedule:</u>												
[A]	<u>Security Deposits</u> (also called Refundable Security Deposits) are required in an amount equal to the expected cost of restoring City property, public infrastructure or right-of-way to its original condition. Security deposits are refundable when the deposit condition has been satisfied, but may at that time be applied by the City to any unpaid fees, hourly charges, or other costs associated with the project, after construction or other pledged purposes have been met. Applicants must request refunds of security deposits within 30 days of acceptance by the City or 30 days of permit finalization (unless otherwise stated in the Master Fee Schedule.) Any deposits unclaimed after four years from the date of the deposit will be forfeited.												
[B]	<u>Trust Account Deposit Required.</u> Fees billed on an hourly basis require an upfront deposit of estimated fees (see "Trust Account Information" below); the totals provided on this line item represent the required minimum deposit. The Chief Building Official, City Engineer, Planning Manager or Economic Development Manager may adjust the required minimum deposit based on the project parameters and any additional information they may have. Additionally, all outside consultant costs required for the project are billed at actual cost plus 20% administrative costs to cover the City's costs of administering the requisite contract; a deposit to a trust account is required prior to any work commencing, and will be calculated based upon the consultant's estimate (including any contingency amount) plus 20%. Funds will be drawn down from the applicant's trust account as needed to pay the actual invoices and associated 20% admin fee on amounts paid.												
	<u>Additional Trust Account Information</u> Refunds of unused trust account balances will be provided upon request. Any amounts remaining in an inactive trust account will be forfeited by the depositor and/or applicant; if the remaining balance is \$15 or less, account will be considered inactive after one year from date of last transaction, and in all other instances, the account will be considered inactive after four years from date of last transaction.												

D. PERMIT CENTER FEES (Continued)

Table 3a - Building Division Fee Schedule

A. Administrative Fee

Administrative Fee = $\$37.50 + 0.000623V$

where V= valuation of construction.

The fee is a maximum of \$500.

The administrative fee applies to each permit application or revision application. This fee shall be paid at time of application.

B. Technology Fee

A surcharge of 7 percent of the sum of administrative processing, plan review, and inspection fees.

This fee applies to Building, Engineering and Planning Divisions.

C. Solar PV Permit Fee

Solar PV Plan Review Fee = $\$69.50 + 1.15787P$

Solar PV Inspection Fee = $\$122 + 6.1P$

Where P = the power rating of the PV system overall in kilowatts, kva (1KVA=1KW=Kilowatt).

The solar PV Permit Fee applies to both residential and commercial projects.

D. Reroof Permit Fee

Reroof Fee = $\$61 + 0.061A$.

Where A = roof area in square feet.

The reroof fee applies to both residential and non-residential projects.

E. Portable Spas and Portable Pools Placed at Grade (Single Family and Duplex Residential Only)

Plan Review Fee = $\$34.75$

Inspection Fee = $\$61.00$

D. PERMIT CENTER FEES (Continued)

F. General Building Valuation-Based Fees

F.1. General Building Valuation-Based Plan Review Fees

Includes required plan review for all construction codes adopted by the City. For projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work, use the Valuation-Based PEM Plan Review Fees table instead. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the additional plan review hourly rate. This fee shall be paid at time of application.

<u>Valuation Range</u>		<u>Fee</u>
<u>\$0.00 to \$2,000</u>	<u>Flat Fee</u>	<u>65.33</u>
<u>\$2,000.01 to \$25,000.00</u>	<u>Base Cost (for first \$2,000)</u>	<u>65.33</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>7.735652</u>
<u>\$25,000.01 to \$50,000.00</u>	<u>Base Cost (for first \$25,000)</u>	<u>243.25</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>18.5148</u>
<u>\$50,000.01 to \$100,000.00</u>	<u>Base Cost (for first \$50,000)</u>	<u>706.12</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>14.595</u>
<u>\$100,000.01 to \$500,000.00</u>	<u>Base Cost (for first \$100,000)</u>	<u>1,435.87</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>10.657825</u>
<u>\$500,000.01 to \$1,000,000.00</u>	<u>Base Cost (for first \$500,000)</u>	<u>5,699.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>8.52626</u>
<u>\$1,000,000.01 and up</u>	<u>Base Cost (for first \$1,000,000)</u>	<u>9,962.13</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>0.348665</u>

D. PERMIT CENTER FEES (Continued)

F.2. General Building Valuation-Based Inspection Fees

Includes required inspections for all construction codes adopted by the City. For projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work, use the Valuation-Based PEM Inspection Fees table instead.

<u>Valuation Range</u>		<u>Fee</u>
<u>\$0.00 to \$2,000</u>	<u>Flat Fee</u>	<u>101.26</u>
<u>\$2,000.01 to \$25,000.00</u>	<u>Base Cost (for first \$2,000)</u>	<u>101.26</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>11.510435</u>
<u>\$25,000.01 to \$50,000.00</u>	<u>Base Cost (for first \$25,000)</u>	<u>366.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>14.64</u>
<u>\$50,000.01 to \$100,000.00</u>	<u>Base Cost (for first \$50,000)</u>	<u>732.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>19.7152</u>
<u>\$100,000.01 to \$500,000.00</u>	<u>Base Cost (for first \$100,000)</u>	<u>1,717.76</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>16.2931</u>
<u>\$500,000.01 to \$1,000,000.00</u>	<u>Base Cost (for first \$500,000)</u>	<u>8,235.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>17.202</u>
<u>\$1,000,000.01 and up</u>	<u>Base Cost (for first \$1,000,000)</u>	<u>16,836.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>1,231.707</u>

D. PERMIT CENTER FEES (Continued)

G. Miscellaneous Plumbing, Electrical, and Mechanical (PEM) Valuation-Based Fees

G.1. Valuation-Based PEM Plan Review Fees

Includes required plan review for projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work. For work that includes other construction codes, use the General Building Valuation-Based Plan Review Fees table instead. The fee includes one round of comments plus one back check. Additional plan review required following the back check will be charged based upon the plan review hourly rate. This fee shall be paid at time of application.

<u>Valuation Range</u>		<u>Fee</u>
<u>\$0.00 to \$2,000</u>	<u>Flat Fee</u>	<u>44.48</u>
<u>\$2,000.01 to \$25,000.00</u>	<u>Base Cost (for first \$2,000)</u>	<u>44.48</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>3.082174</u>
<u>\$25,000.01 to \$50,000.00</u>	<u>Base Cost (for first \$25,000)</u>	<u>115.37</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>9.73</u>
<u>\$50,000.01 to \$100,000.00</u>	<u>Base Cost (for first \$50,000)</u>	<u>358.62</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>8.1176</u>
<u>\$100,000.01 to \$500,000.00</u>	<u>Base Cost (for first \$100,000)</u>	<u>764.50</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>3.589675</u>
<u>\$500,000.01 to \$1,000,000.00</u>	<u>Base Cost (for first \$500,000)</u>	<u>2,200.37</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>4.309</u>
<u>\$1,000,000.01 and up</u>	<u>Base Cost (for first \$1,000,000)</u>	<u>4,354.87</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>0.180658</u>

D. PERMIT CENTER FEES (Continued)

G.2. Valuation-Based PEM Inspection Fees

Includes required inspections for projects where the scope of work only includes Plumbing, Electrical, and/or Mechanical work. For work that includes other construction codes, use the General Building Valuation-Based Inspection Fees table instead.

<u>Valuation Range</u>		<u>Fee</u>
<u>\$0.00 to \$2,000</u>	<u>Flat Fee</u>	<u>91.50</u>
<u>\$2,000.01 to \$25,000.00</u>	<u>Base Cost (for first \$2,000)</u>	<u>91.50</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>5.304348</u>
<u>\$25,000.01 to \$50,000.00</u>	<u>Base Cost (for first \$25,000)</u>	<u>213.50</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>5.2704</u>
<u>\$50,000.01 to \$100,000.00</u>	<u>Base Cost (for first \$50,000)</u>	<u>345.26</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>15.0548</u>
<u>\$100,000.01 to \$500,000.00</u>	<u>Base Cost (for first \$100,000)</u>	<u>1,098.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>6.5575</u>
<u>\$500,000.01 to \$1,000,000.00</u>	<u>Base Cost (for first \$500,000)</u>	<u>3,721.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>7.198</u>
<u>\$1,000,000.01 and up</u>	<u>Base Cost (for first \$1,000,000)</u>	<u>7,320.00</u>
	<u>Each additional \$1,000 or fraction thereof</u>	<u>0.991404</u>

D. PERMIT CENTER FEES (Continued)

H. Additional Plan Review Fee

Additional Plan Review Fee (hourly) = \$139 per hour

I. Additional Inspection Fees

I.1. When work is started prior to obtaining a permit

Double the prescribed inspection fees.

I.2. Re-inspection Fees

During Normal Business Hours (hourly) = \$122 per hour.

I.3. Inspection Requests Outside Normal Business Hours

Hourly with 2 hour minimum = \$183 per hour
(\$366 minimum).

J. Expedited Plan Review (Using Outside Consultants)

Fee = Actual Cost (including Admin Cost)

K. Construction Valuation

Where fees are based upon construction valuation, the Building Official may apply minimum valuations based upon the latest publication of International Code Council's *Building Valuation Data* and/or upon the Building Official's published valuations for different project types. Final total valuation shall be set by the Building Official, as provided for in the city's adoption of the California Building Code.

L. Appeal to Board of Appeal

Fee = \$99.00 flat fee.

Plus Public Notice Fees = At Cost

M. Storm Water Pollution Prevention Compliance

Additional time above minimum (per hour with half hour minimum) = \$122 per hour.

C3 service fee for permits increasing impervious surface area (percent of valuation) = 0.12%.

N. Special service microfilm research request

Per hour (1/2 hour minimum) = \$93 per hour.

O. Document imaging

Per document image <=11"x17" = \$1.70 per image

Per document image > 11"x17" = \$3.90 per image

P. Child Care Program (CMC 19.10.030) (PP 130)

D. PERMIT CENTER FEES (Continued)

Non- restricted project fee due upon issuance of Certificate of Occupancy (percent of valuation) = 0.50%

Q. Development Project Mitigation Fee for Fire Station No. 22

Mitigation fee = \$3,619.33

Plus Administrative fee = \$100

R. Recycling – Construction and Demolition Projects

R.1. Program Fee (CMC 8.20.390)

Percentage assessed to the permit value of covered projects (CMC 8.20.350). The fee is capped at \$4,500 and \$18,000 for residential and commercial projects, respectively. This fee is non-refundable.

Percentage assessed = 0.3%

R.2. Performance Security Fee (CMC 8.20.370)

Percentage assessed to the permit value of covered projects (CMC 8.20.350). The minimum fee is \$250 for projects under \$10,000 in value and \$500 for projects \$10,000 in value, or greater. The maximum fee is capped at \$25,000. (7-1-08)

For Permit Value - \$0 - \$49,999, percentage assessed = 1.5%

For Permit Value - \$50,000 or more, percentage assessed = 2.0%

S. Inclusionary Housing

S.1 In-lieu Fee per market-rate housing unit

Rental (per unit) = 00.0

Ownership (per unit) = \$5,043.00

S.2 Compliance Monitoring

Rental (annual) = \$38.00

Ownership (per change of ownership) = \$262

T. Building Code Enforcement

These fees also apply to the Multi-Family Rental Inspection Program.

T.1. Reinspection Fee = \$183 flat fee

T.2. Extension Fee = \$139.00 fixed fee

T.3. Summary Abatement

Fee = At Cost

Plus Administrative fee (percent of cost) = 30%

D. PERMIT CENTER FEES (Continued)

T.4. Public Nuisance Administrative Fines [per Gov. Code Sections 53069.4, 25132(b), and 36900(b)]

First issuance in 12 months = \$100

Second issuance in 12 months = \$200

Third and subsequent issuance in 12 months = \$500

T.5. Building and Safety Code Violations [Per Gov. Code Sections 53069.4, 25132(c), and 36900(c)]

First issuance in 12 months = \$100

Second issuance in 12 months = \$500

Third and subsequent issuance in 12 months = \$1,000

U. Building Division Services

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including an administrative fee of 20% to cover the associated Citywide overhead costs.

Processing (actual hours) = \$85 per hour

Plan Review (actual hours) = \$139 per hour

Inspection (actual hours) = \$122 per hour

D. PERMIT CENTER FEES (Continued)

Table 3a—Building Permit Fee Schedule—Occupancy Type (7-1-10)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
A-1	Motion Picture Theaters Symphony and Concert Halls Theaters	1,000	5,395.00
		5,000	13,047.00
		10,000	19,846.00
		20,000	31,422.00
		30,000	43,918.00
		40,000	56,780.00
		50,000	69,460.00
		60,000	80,301.00
		70,000	89,121.00
		80,000	99,228.00
		90,000	111,172.00
		100,000	122,197.00
		120,000	135,979.00
A-2	Banquet Halls - Night Clubs - Taverns and Bars - Restaurants -	1,000	2,756.00
		5,000	11,760.00
		7,500	16,354.00
		10,000	20,213.00
		12,500	22,969.00
		15,000	26,645.00
		17,500	29,952.00
		20,000	32,157.00
		25,000	38,221.00
		30,000	44,101.00
		35,000	49,614.00
		40,000	56,964.00
		45,000	63,396.00
		50,000	69,827.00
		60,000	80,852.00
		70,000	89,489.00
80,000	99,228.00		
90,000	111,172.00		
100,000	122,197.00		

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
A-3	Worship, Community Halls,	1,000	4,310.00
-	Recreation, Amusement,	5,000	10,474.00
-	Gymnasiums (no fixed-seat)	7,500	13,782.00
-	Dance Halls (no food/drink)	10,000	15,987.00
		15,000	24,807.00
		20,000	33,076.00
		25,000	38,405.00
		30,000	44,101.00
		35,000	47,776.00
-	-	40,000	51,452.00
-	-	45,000	55,127.00
-	-	50,000	58,434.00
-	-	60,000	61,558.00
-	-	70,000	67,071.00
-	-	80,000	74,421.00
-	-	90,000	85,814.00
-	-	100,000	93,164.00
A-4	Indoor Sports Facilities	1,000	4,323.00
-	with seating	5,000	10,474.00
-	-	7,500	13,782.00
		10,000	16,170.00
		20,000	29,565.00
		30,000	44,101.00
		40,000	52,187.00
		50,000	57,515.00
		75,000	69,827.00
		100,000	92,980.00
A-5	Outdoor Assembly	2,000	6,248.00
-	Activities	5,000	10,290.00
-	-	10,000	15,619.00
-	-	20,000	29,401.00
-	-	50,000	55,127.00
-	-	100,000	90,040.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
B	Business Occupancies	1,000	2,389.00
-	as defined in Building Code	1,250	3,124.00
-	Section 304	1,500	3,308.00
-	Shell and Improvement	1,750	3,675.00
-	-	2,000	4,043.00
-	-	2,500	4,594.00
-	-	3,000	5,329.00
-	-	4,000	6,431.00
-	-	5,000	7,534.00
-	-	7,500	10,474.00
-	-	10,000	13,414.00
-	-	12,500	16,170.00
-	-	15,000	19,111.00
-	-	17,500	23,337.00
-	-	20,000	26,645.00
-	-	25,000	31,238.00
-	-	30,000	34,914.00
-	-	35,000	38,589.00
-	-	40,000	42,264.00
-	-	45,000	45,388.00
-	-	50,000	48,879.00
-	-	60,000	56,045.00
-	-	70,000	63,396.00
-	-	80,000	69,276.00
-	-	90,000	75,340.00
-	-	100,000	85,446.00
-	-	110,000	92,797.00
-	-	120,000	100,147.00
-	-	130,000	107,497.00
-	-	140,000	117,604.00
-	-	150,000	124,035.00
-	-	160,000	131,385.00
-	-	170,000	138,735.00
-	-	180,000	145,167.00
-	-	190,000	153,436.00
-	-	200,000	162,624.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
B	Business Occupancies	500	1,194.00
-	Tenant Improvements	750	1,654.00
-	-	1,000	1,838.00
-	-	1,250	2,021.00
-	-	1,500	2,389.00
-	-	1,750	2,573.00
-	-	2,000	2,940.00
-	-	2,500	3,308.00
-	-	3,000	3,675.00
-	-	3,500	4,043.00
-	-	4,000	4,410.00
-	-	4,500	4,778.00
-	-	5,000	5,145.00
-	-	6,000	5,880.00
-	-	7,000	6,615.00
-	-	8,000	7,718.00
-	-	9,000	8,637.00
-	-	10,000	9,555.00
-	-	11,000	10,474.00
-	-	12,000	11,209.00
-	-	13,000	11,944.00
-	-	14,000	12,495.00
-	-	15,000	13,230.00
-	-	17,500	14,333.00
-	-	20,000	15,435.00
-	-	25,000	17,641.00
-	-	30,000	22,969.00
-	-	35,000	28,115.00
-	-	40,000	31,790.00
-	-	45,000	34,914.00
-	-	50,000	36,751.00
-	-	60,000	42,264.00
-	-	70,000	46,858.00
-	-	80,000	51,452.00
-	-	90,000	56,045.00
-	-	100,000	59,721.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Business Occupancies	110,000	64,314.00
	Tenant Improvements (Contd.)	120,000	69,827.00
		130,000	72,583.00
		140,000	76,259.00
		150,000	80,852.00
		160,000	87,284.00
		170,000	93,715.00
		180,000	97,390.00
		190,000	101,066.00
		200,000	104,741.00
E	Educational and Day Care	1,000	2,573.00
-	Shell and Improvement	1,250	3,124.00
-	-	1,500	3,859.00
		2,000	4,778.00
		3,000	6,064.00
		4,000	7,166.00
		5,000	8,637.00
		6,000	10,474.00
		7,000	11,944.00
		8,000	13,414.00
		9,000	14,884.00
		10,000	17,457.00
		12,500	20,213.00
		15,000	23,888.00
		17,500	28,482.00
		20,000	33,076.00
		25,000	36,751.00
		30,000	39,507.00
		35,000	42,264.00
		40,000	45,939.00
		45,000	49,614.00
		50,000	53,289.00
		60,000	60,639.00
		70,000	67,990.00
		80,000	76,259.00
		90,000	83,609.00
		100,000	91,878.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
E	Educational and Day-Care	1,000	1,654.00
-	Tenant Improvement	2,500	3,491.00
		5,000	5,145.00
		7,500	6,615.00
		10,000	8,453.00
		12,500	10,107.00
		15,000	12,128.00
		17,500	13,965.00
		20,000	16,170.00
		30,000	24,439.00
		40,000	27,563.00
		50,000	30,871.00
		60,000	36,384.00
		70,000	40,059.00
		80,000	44,101.00
		90,000	48,511.00
		100,000	52,922.00
E-1	Factory Industrial	1,000	2,389.00
-	Moderate Hazard Occ.	2,500	4,778.00
-	as defined in Building Code	5,000	7,166.00
-	section 306.2	7,500	9,372.00
-	Shell and Improvement	10,000	11,393.00
		12,500	13,230.00
		15,000	15,068.00
		17,500	16,722.00
		20,000	19,094.00
		30,000	24,256.00
		40,000	30,687.00
		50,000	37,119.00
		60,000	44,469.00
		70,000	48,511.00
		80,000	53,840.00
		90,000	59,721.00
		100,000	66,152.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
F-1	Factory-Industrial	1,000	1,470.00
-	Moderate Hazard Occ.	2,500	3,491.00
-	as defined in Building Code	5,000	4,961.00
-	section 306.2	7,500	6,064.00
-	Tenant Improvement	10,000	7,166.00
		12,500	8,085.00
		15,000	9,188.00
		17,500	10,658.00
		20,000	12,312.00
		30,000	18,376.00
		40,000	24,439.00
		50,000	29,033.00
		60,000	31,055.00
		70,000	36,384.00
		80,000	39,140.00
		90,000	42,999.00
		100,000	46,858.00
F-2	Factory-Industrial	1,000	1,654.00
-	Low Hazard Occ.	2,500	2,940.00
-	as defined in Building Code	5,000	4,594.00
-	section 306.3	7,500	6,248.00
-	Shell and Improvement	10,000	7,901.00
-	-	12,500	9,188.00
		15,000	11,025.00
		17,500	12,863.00
		20,000	14,478.00
		25,000	16,170.00
		30,000	19,294.00
		35,000	22,418.00
		40,000	25,542.00
		45,000	28,666.00
		50,000	33,260.00
		60,000	36,384.00
		70,000	39,507.00
		80,000	42,631.00
		90,000	45,755.00
		100,000	48,879.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
F-2	Factory-Industrial	1,000	1,470.00
-	Low Hazard Occ.	2,500	3,124.00
-	as defined in Building Code	5,000	4,226.00
-	section 306.3	7,500	5,329.00
-	Tenant Improvement	10,000	6,799.00
		12,500	8,085.00
		15,000	9,188.00
		17,500	10,658.00
		20,000	12,312.00
		25,000	15,252.00
		30,000	18,008.00
		35,000	21,316.00
		40,000	24,439.00
		45,000	27,380.00
		50,000	30,320.00
		60,000	33,260.00
		70,000	35,649.00
		80,000	37,670.00
		90,000	40,426.00
-	-	100,000	43,366.00
H-1	High Hazard	1,000	2,389.00
		2,500	4,043.00
		5,000	7,350.00
		7,500	10,658.00
		10,000	13,230.00
		12,500	15,803.00
		15,000	18,376.00
		21,000	24,623.00
H-2	High Hazard	1,000	2,389.00
-	-	2,500	4,043.00
		5,000	7,350.00
		7,500	10,658.00
		10,000	13,230.00
		12,500	15,803.00
		15,000	18,376.00
		17,500	21,683.00
		20,000	24,072.00
		21,000	24,623.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
H-3	High Hazard Groups	1,000	2,389.00
H-4	-	2,500	4,043.00
H-5	-	5,000	7,350.00
-	-	7,500	10,658.00
		10,000	13,230.00
		12,500	15,803.00
		15,000	18,376.00
		17,500	21,683.00
		20,000	24,623.00
		25,000	27,931.00
		30,000	31,238.00
		35,000	35,832.00
		40,000	42,264.00
		45,000	46,858.00
		50,000	52,922.00
I-1	Institutional Occupancy	1,000	2,573.00
-	Assisted Living	2,500	5,145.00
-	Residential Care	5,000	9,555.00
-	as defined in Building Code section 308.2	7,500	13,598.00
		10,000	18,376.00
		12,500	21,683.00
		15,000	24,807.00
		17,500	28,115.00
		20,000	31,238.00
		25,000	35,832.00
		30,000	40,426.00
		35,000	45,020.00
		40,000	49,614.00
		45,000	53,289.00
		50,000	56,964.00
		60,000	61,926.00
		70,000	69,827.00
		80,000	78,096.00
		90,000	85,446.00
		100,000	99,228.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
I-2	Institutional Occupancy	1,000	2,573.00
-	Nursing Facility	2,500	5,145.00
-	Mental Facility	5,000	9,555.00
-	as defined in Building Code	7,500	13,598.00
-	section 308.3	10,000	18,376.00
-	-	12,500	21,683.00
		15,000	24,807.00
		17,500	28,115.00
		20,000	31,238.00
		25,000	35,832.00
		30,000	40,426.00
		35,000	45,020.00
		40,000	49,614.00
		45,000	53,289.00
		50,000	56,964.00
		60,000	61,926.00
		70,000	69,827.00
		80,000	78,096.00
		90,000	85,446.00
		100,000	99,228.00
I-3	Institutional Occupancy	1,000	3,675.00
-	as defined in Building Code	2,500	6,615.00
-	section 308.4	5,000	10,658.00
		7,500	15,068.00
		10,000	20,213.00
I-4	Day care facility	1,000	2,756.00
-	as defined in Building Code	2,500	5,513.00
-	section 308.5	5,000	8,453.00
		7,500	12,128.00
		10,000	16,170.00
		12,500	20,581.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
M	Mercantile	1,000	2,573.00
-	department and drug stores	2,500	4,594.00
-	markets, sales room	5,000	7,718.00
-	retail or wholesale stores	7,500	11,393.00
-	motor fuel dispensing facility	10,000	14,333.00
		12,500	19,294.00
		15,000	22,051.00
		17,500	24,256.00
		20,000	27,196.00
		25,000	31,238.00
		30,000	37,119.00
		35,000	40,794.00
		40,000	44,836.00
		45,000	47,776.00
		50,000	50,717.00
		60,000	60,823.00
		70,000	69,827.00
		80,000	79,015.00
		90,000	87,284.00
		100,000	92,797.00
		110,000	101,984.00
		120,000	108,416.00
		130,000	119,441.00
		140,000	128,629.00
		150,000	135,060.00
		160,000	144,248.00
		170,000	151,598.00
		180,000	163,542.00
		190,000	172,730.00
		200,000	178,243.00
R-1	Residential	1,000	2,756.00
-	Boarding House	2,500	6,248.00
-	Hotel (transient), Motel (transient)	5,000	9,555.00
-	Efficiency Dwellings (transient)	7,500	13,782.00
		10,000	18,559.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Residential	12,500	22,051.00
	Boarding House	15,000	25,726.00
	Hotel (transient), Motel (transient)	17,500	30,320.00
	Efficiency Dwellings (transient) (Contd.)	20,000	34,914.00
		25,000	38,589.00
		30,000	42,264.00
		35,000	46,858.00
		40,000	51,452.00
		45,000	57,332.00
		50,000	63,212.00
		60,000	69,092.00
		70,000	78,647.00
		80,000	88,203.00
		90,000	97,390.00
		100,000	106,578.00
R-2	Residential: Apartment, boarding house, Convent, dormitory, hotel and motel (nontransient), monastery	3,000	5,880.00
	Efficiency dwelling (nontransient)	5,000	9,555.00
		7,500	13,047.00
		10,000	17,641.00
		12,500	21,316.00
		15,000	26,093.00
		17,500	30,871.00
		20,000	34,179.00
		25,000	37,486.00
		30,000	44,469.00
		35,000	53,289.00
		40,000	63,947.00
		45,000	74,605.00
		50,000	85,998.00
		60,000	97,390.00
		70,000	109,335.00
		80,000	121,279.00
		90,000	131,385.00
		100,000	148,842.00
		110,000	159,867.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Residential: Apartment,	120,000	172,730.00
	boarding house, Convent, dormitory,	130,000	185,593.00
	hotel and motel (nontransient/non-transient), monastery	140,000	198,456.00
	Efficiency dwelling (nontransient/non-transient) (Contd.)	150,000	211,319.00
		160,000	224,182.00
		170,000	237,045.00
		180,000	249,907.00
		190,000	271,958.00
		200,000	280,439.00
R-3	Residential Dwellings	500	1,470.00
R3-1	Duplexes,	750	1,838.00
R-4	Townhomes	1,000	2,389.00
-	as defined in building code	1,250	2,756.00
	section 310.1	1,500	3,124.00
		1,750	3,675.00
		2,000	4,043.00
		2,500	4,226.00
		3,000	4,594.00
		3,500	5,145.00
		4,000	6,064.00
		4,500	6,615.00
		5,000	7,166.00
		6,000	8,269.00
		7,000	9,372.00
		8,000	10,474.00
		9,000	11,944.00
		10,000	13,047.00
R-3	Dwellings	500	1,470.00
-	Repeat	750	1,654.00
-	Residential Fire Damage	1,000	1,838.00
-	-	1,250	2,021.00
		1,500	2,205.00
		1,750	2,573.00
		2,000	2,756.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Dwellings	2,500	2,940.00
	Repeat	3,000	3,124.00
	Residential Fire Damage (Contd.)	3,500	3,491.00
		4,000	3,859.00
		4,500	4,226.00
		5,000	4,778.00
		6,000	5,513.00
		7,000	6,248.00
		8,000	6,983.00
		9,000	7,718.00
		10,000	8,453.00
S-1	Moderate Hazard Storage as defined in building code section 311.2	1,000	1,470.00
	-	2,500	2,573.00
		5,000	3,859.00
		7,500	5,329.00
		10,000	6,983.00
		12,500	8,269.00
		15,000	9,555.00
		17,500	10,842.00
		20,000	12,128.00
		25,000	13,414.00
		30,000	14,700.00
		35,000	16,354.00
		40,000	18,008.00
		45,000	20,948.00
		50,000	24,623.00
		60,000	28,298.00
		70,000	31,973.00
		80,000	34,914.00
		90,000	37,854.00
		100,000	40,794.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
S-2	Low Hazard Storage	1,000	1,470.00
-	as defined in building code	2,500	2,573.00
-	section 311.3	5,000	3,859.00
		7,500	5,329.00
		10,000	6,983.00
		12,500	8,269.00
		15,000	9,555.00
		17,500	10,842.00
		20,000	12,128.00
		25,000	13,414.00
		30,000	14,700.00
		35,000	16,354.00
		40,000	18,008.00
		45,000	20,948.00
		50,000	24,623.00
		60,000	28,298.00
		70,000	31,973.00
		80,000	34,914.00
		90,000	37,854.00
		100,000	40,794.00
U	Utility and Miscellaneous	200	368.00
		300	459.00
		400	643.00
		500	827.00
		1,000	1,194.00
		1,250	1,470.00
		1,500	1,654.00
		1,750	1,838.00
		2,000	2,021.00
		2,500	2,205.00
		3,000	2,573.00
		3,500	2,756.00
		4,000	2,940.00
		4,500	3,124.00
		5,000	3,491.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Utility and Miscellaneous (Contd.)	5,500	3,675.00
		6,000	3,859.00
		6,500	4,043.00
		7,000	4,410.00
		7,500	4,594.00
		8,000	4,778.00
		8,500	4,961.00
		9,000	5,145.00
		9,500	5,329.00
		10,000	5,696.00
	Shell Construction Type IB, HB, IIC, IVB, VB	1,000	2,389.00
		2,500	5,696.00
		5,000	9,188.00
		7,500	11,577.00
		10,000	13,598.00
		12,500	18,743.00
		15,000	22,786.00
		17,500	26,093.00
		20,000	29,768.00
		25,000	33,076.00
		30,000	36,751.00
		35,000	41,896.00
		40,000	47,409.00
		45,000	51,452.00
		50,000	56,964.00
		60,000	63,396.00
		70,000	69,827.00
		80,000	78,096.00
		90,000	88,203.00
		100,000	94,634.00
		110,000	103,822.00
		120,000	111,172.00
		130,000	121,279.00
		140,000	128,629.00
		150,000	135,979.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Shell Construction	160,000	144,248.00
	Type IB, IIB, IIIC, IVB, VB (Contd.)	170,000	156,192.00
		180,000	168,136.00
	-	190,000	178,243.00
	-	200,000	192,024.00
	Shell Construction	1,000	2,573.00
	Type IA, IIA, IIIA, IVA, VA	2,500	5,696.00
		5,000	9,188.00
		7,500	11,944.00
		10,000	15,068.00
		12,500	18,743.00
		15,000	22,418.00
		17,500	26,461.00
		20,000	30,503.00
		25,000	34,546.00
		30,000	38,589.00
		35,000	42,631.00
		40,000	48,328.00
		45,000	53,289.00
		50,000	60,639.00
		60,000	67,990.00
		70,000	76,259.00
		80,000	84,528.00
		90,000	93,715.00
		100,000	102,903.00
		110,000	113,928.00
		120,000	126,791.00
		130,000	137,817.00
		140,000	147,004.00
		150,000	157,111.00
		160,000	166,299.00
		170,000	178,243.00
		180,000	192,024.00
		190,000	203,969.00
		200,000	217,750.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	High-Rise-Shell	50,000	42,264.00
-		60,000	67,990.00
-		70,000	76,259.00
-		80,000	84,528.00
		90,000	93,715.00
		100,000	102,903.00
-		110,000	113,928.00
-		120,000	126,791.00
-		130,000	137,817.00
-		140,000	147,004.00
-		150,000	157,111.00
-		160,000	166,299.00
		170,000	178,243.00
		180,000	192,024.00
-		190,000	203,969.00
-		200,000	217,750.00
-		210,000	229,694.00
-		220,000	243,476.00
-		230,000	255,420.00
-		240,000	267,364.00
-		250,000	279,308.00
-		260,000	291,252.00
-		270,000	303,197.00
		280,000	316,978.00
		290,000	330,760.00
-		300,000	342,704.00
-		320,000	354,648.00
-		340,000	366,592.00
-		360,000	378,536.00
-		380,000	390,480.00
-		400,000	402,425.00
-		420,000	414,369.00
-		440,000	426,313.00
-		460,000	434,582.00
-		480,000	446,526.00
-		500,000	458,470.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Tenant	500	551.00
	Improvement	750	1,103.00
	-	1,000	1,470.00
	-	1,250	1,654.00
	-	1,500	2,021.00
	-	1,750	2,205.00
	-	2,000	2,573.00
	-	2,500	2,940.00
	-	3,000	3,491.00
	-	3,500	3,859.00
	-	4,000	4,410.00
	-	4,500	4,778.00
	-	5,000	5,329.00
	-	5,500	5,696.00
	-	6,000	6,248.00
	-	6,500	6,431.00
	-	7,000	6,615.00
	-	7,500	6,983.00
	-	8,000	7,534.00
	-	8,500	7,901.00
	-	9,000	8,269.00
	-	9,500	8,637.00
	-	10,000	9,188.00
	-	11,000	9,739.00
	-	12,000	10,290.00
	-	13,000	10,842.00
	-	14,000	11,393.00
	-	15,000	12,312.00
	-	16,000	12,863.00
	-	17,000	13,414.00
	-	18,000	13,965.00
	-	19,000	14,517.00
	-	20,000	15,068.00
	-	21,000	15,619.00
	-	22,000	16,170.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Tenant	23,000	17,089.00
	Improvement (Contd.)	24,000	18,008.00
		25,000	18,927.00
		26,000	19,846.00
		27,000	20,764.00
	-	28,000	21,683.00
	-	29,000	22,602.00
	-	30,000	23,153.00
	-	31,000	23,888.00
	-	32,000	24,623.00
	-	33,000	25,358.00
	-	34,000	26,093.00
	-	35,000	26,645.00
		36,000	27,196.00
		37,000	27,747.00
		38,000	28,298.00
	-	39,000	28,850.00
	-	40,000	29,401.00
	-	41,000	29,952.00
	-	42,000	30,503.00
	-	43,000	31,055.00
	-	44,000	31,422.00
	-	45,000	31,790.00
	-	46,000	32,157.00
	-	47,000	32,708.00
	-	48,000	33,076.00
		49,000	33,627.00
		50,000	34,179.00
		55,000	36,200.00
	-	60,000	38,221.00
	-	65,000	40,426.00
	-	70,000	42,631.00
	-	75,000	44,836.00
		80,000	47,041.00
		85,000	49,246.00
	-	90,000	51,452.00

D. PERMIT CENTER FEES (Continued)

Group	Occupancy Type	Square Feet	Current Building Permit Fee
	Tenant	95,000	53,289.00
	Improvement (Contd.)	100,000	55,494.00
		110,000	59,904.00
		120,000	64,314.00
		130,000	69,092.00
		140,000	73,135.00
	-	150,000	77,177.00
	-	160,000	81,587.00
	-	170,000	86,365.00
	-	180,000	95,553.00
	-	190,000	101,066.00
	-	200,000	106,578.00

D. PERMIT CENTER FEES (Continued)

Table 3b - Multi-Family Rental Inspection Program Fee Schedule

The fees in this table shall become effective January 1, 2017.

A. Program Fees for Complexes not in the Self-Certification Program

A variable fee = A + Bx + Cy

Where:

x = number units inspected in complex.

y = total number of units in complex.

A = fixed fee component = \$101.00

B = variable fee component per unit = \$47.00

C = variable fee component for total number of units in complex = \$14.00

The 'C' component will apply to all non-self-certification properties in each year of the program cycle.

B. Fees for Complexes in the Self-Certification Program

B.1. Self-Certification Application Fee

Self-Certification Fee = \$171.00 fixed fee

B.2. Program Fees

A variable fee = A + Bx + Cy

Where:

x = number units inspected in complex.

y = total number of units in complex.

A = fixed fee component = \$101.00

B = variable fee component per unit = \$47.00

C = variable fee component for total number of units in complex = \$14.00

The "C" component for self-certification properties will only apply to the first year of their assigned program cycle.

C. Re-Inspection Fee (per visit)

C.1. Units

A variable fee = A + Bx

Where:

x = number units inspected in complex.

A = fixed fee component = \$61.00

B = variable fee component per unit = \$26.00

C.2. Site

D. PERMIT CENTER FEES (Continued)

Site re-inspection fee (hourly) = \$122 per hour

D. Enforcement Inspections (Unit and/or Site)

Inspection Fee (hourly) = \$122 per hour

This fee only applies when alleged violations are confirmed by inspector.

E. Failure to pay any Multi-Family Rental Inspection Program fee

Failure to pay fee after due date:

31 – 60 days after due date, percent of initial fee = 20%

61 – 90 days after due date, percent of initial fee = 40%

90 days or more after due date, percent of initial fee = 50%

D. PERMIT CENTER FEES (Continued)

Table 3b—Building Permit Fee Schedule—Work Items (7-1-13)

Work Item	Units	Current Permit Fee
Antenna dish >2 feet (7-1-09)	each	368.00
Antenna Tower; (7-1-09)	each	735.00
Awning (7-1-09)	each	368.00
Balcony addition (7-1-09)	each	459.00
Bay window (7-1-09)	each	368.00
Bay window—additional (7-1-09)	each	92.00
Carport (7-1-09)	each	551.00
Commercial Sign with electrical (7-1-09)	each	276.00
Commercial Sign with electrical and footing (7-1-09)	each	368.00
Commercial Sign without electrical and without footing (7-1-13)	each	184.00
Combination plumbing, electrical and mechanical (7-1-10)	each	276.00
Covered Porch (7-1-09)	each	368.00
Deck (7-1-09)	each	276.00
Demising Wall; Non Rated (7-1-09)	each 25 linear feet	368.00
Demising Wall; Non Rated—additional (7-1-09)	25 linear feet	92.00
Demising Wall; Rated Construction (7-1-09)	each 25 linear feet	368.00
Demising Wall; Rated Construction—additional (7-1-09)	25 linear feet	92.00
Demising Wall; with Foundation (7-1-09)	each 25 linear feet	551.00
Demising Wall; with Foundation—additional (7-1-09)	25 linear feet	184.00
Demolition (up to 3,000 square feet) (7-1-09)	each	368.00
Demolition—additional (7-1-10)	each 1,000 square feet	92.00
Earthquake Valve up to 10 (7-1-09)	each	46.00
Fire Sprinkler Plan Check and Permit R-3, R-3.1 & 4 Occ. (7-1-10)	each	65% of BP Fee
Fireplace; Factory built fireplace (7-1-09)	each	276.00
Fireplace; Masonry fireplace (7-1-09)	each	276.00
Fireplace; Masonry fireplace repair (7-1-09)	each	184.00
Flag pole up to 20 feet high (7-1-09)	each	184.00
Foundation; repair/seismic upgrade (7-1-10)	each 25 linear feet	368.00
Foundation; repair/seismic upgrade—additional (7-1-10)	25 linear feet	92.00
Garage (masonry up to 420 square feet) (7-1-09)	each	1,103.00
Garage (wood frame up to 420 square feet) (7-1-09)	each	551.00
Lighting pole up to 12 feet tall (7-1-09)	each	368.00
Lighting pole over 12 feet tall (7-1-09)	each	459.00
Lighting pole—each additional pole (7-1-09)	each	92.00
Masonry fence up to 6 feet high (up to 100 linear feet) (7-1-09)	Standard	368.00
Masonry fence up to 6 feet high—additional masonry walls (7-1-09)	each 100 linear feet	92.00
Masonry fence over 6 feet high (up to 100 linear feet) (7-1-09)	Special design	551.00
Masonry fence over 6 feet high—additional masonry walls (7-1-09)	each 100 linear feet	92.00
Minor Building Permit no plan check (7-1-10)	each	92.00
Minor Electrical no plan check (7-1-10)	each	92.00
Minor Mechanical no plan check (7-1-10)	each	92.00
Minor Plumbing no plan check (7-1-10)	each	92.00

D. PERMIT CENTER FEES (Continued)

Work Item	Units	Current Permit Fee
Patio cover (custom) up to 500 square feet (7-1-10)	each	368.00
Patio—additional patio (7-1-09)	each 1,000 square feet	184.00
Patio Cover Manufactured (up to 1,000 square feet) (7-1-11)	each	827.00
Pilaster per city standard (up to 6 feet high) (7-1-09)	each	184.00
Plan check and inspections—Building Permit (7-1-10)	each hour	368.00
Plan check and inspections—Electrical Permit (7-1-10)	each hour	368.00
Plan check and inspections—Mechanical Permit (7-1-10)	each hour	368.00
Plan check and inspections—Plumbing Permit (7-1-10)	each hour	368.00
Reroofing (lite weight, without structural addition up to 1,000 square feet) (7-1-09)	each	138.00
Reroofing (tile roof, with structural calc up to 1,000 square feet) (7-1-09)	each	413.00
Reroofing—additional Reroof (all types) (7-1-13)	each 1,000 square feet	18.00
Residential remodel (<300 square feet) (7-1-10)	each	459.00
Residential remodel (300 to 500 square feet and/or kitchen) (7-1-10)	each	551.00
Residential remodel (501 to 1,000 square feet and garage conversion) (7-1-10)	each	735.00
Residential remodel (1,001 to 2,000 square feet) (7-1-10)	each	1,011.00
Retaining wall 3-6 feet high (up to 50 linear feet) (7-1-09)	Standard	459.00
Retaining wall 3-6 feet high—additional retaining wall (7-1-09)	each 50 linear feet	92.00
Retaining wall 7-9 feet high (up to 50 linear feet) (7-1-09)	Special design	735.00
Retaining wall 7-9 feet high—additional retaining wall (7-1-09)	each 50 linear feet	92.00
Retaining wall 10+ feet high (up to 30 linear feet) (7-1-09)	Special design	827.00
Retaining wall 10+ feet high—additional retaining wall (7-1-09)	each 30 linear feet	276.00
Room Addition (one story up to 300 square feet) (7-1-09)	each	827.00
Shed/Storage (with footing, with Mechanical, Electrical, Plumbing) (7-1-09)	See Schedule	
Shed/Storage (<400 square feet, without Mechanical, Electrical, Plumbing) (7-1-09)	each	184.00
Shed/Storage (<400 square feet, with footing, without Mechanical, Electrical, Plumbing) (7-1-09)	See Schedule	
Shed/Storage (400-700 square feet, without Mechanical, Electrical, Plumbing) (7-1-09)	See Schedule	
Shed/Storage (400-700 square feet, with Mechanical, Electrical, Plumbing) (7-1-09)	See Schedule	
Skylight (less than 10 square feet) (7-1-09)	each	230.00
Skylight (less than 10 square feet)—each additional skylight (7-1-09)	each	37.00
Solar/Photovoltaic—Commercial (7-1-10)	each	1,286.00
Solar/Photovoltaic—Residential (7-1-10)	each	322.00
Storage rack (less than 100 linear feet) (7-1-09)	each	551.00
Storage rack (less than 100 linear feet)—additional racks (same type) (7-1-09)	each 100 linear feet	55.00
Stucco/Siding (to 50 linear feet) (7-1-09)	each 50 linear feet	184.00
Swimming Pool (commercial or >800 square feet) (7-1-10)	each	919.00
Swimming Pool (residential <800 square feet) (7-1-09)	each	735.00
Temporary Construction Trailer with ramp (7-1-10)	each	551.00
Tub/Shower Repair, Termite Repair (7-1-09)	each	230.00
Window; New (non structural) (7-1-10)	each	184.00

D. PERMIT CENTER FEES (Continued)

Work Item	Units	Current Permit Fee
Window; New (non structural) – additional window (7-1-09)	each	37.00
Window; New (structural shear wall/masonry) (7-1-09)	each	368.00
Window/Door; Replacement (7-1-10)	each	165.00
Window/Door; Replacement – Additional (7-1-11)	each	9.00

D. PERMIT CENTER FEES (Continued)

Table 3c—Building Permit Fee Calculation Methodology (7-1-13)

Method 1: Component of Work
The primary method of determining permit fees is based upon the Component of Work method, whereby Table 3a and/or Table 3b are used together to determine permit fees. Table 3a is an occupancy-based table and Table 3b is a work-item-based table. Permit fees are calculated by combining occupancy-based permit fees with work-item-based permit fees as described in the following three sections:
Occupancy-Based Building Permit Fee:
Step 1: Obtain from Table 3a the Building Permit Fee for each separate occupancy group and/or construction type that make up the building or structure.
Step 2: Determine the <i>Total Building Permit Fee</i> from Table 3a by summing up the individual Building Permit Fees obtained in Step 1.
Step 3: Determine the <i>Plan Review Fee</i> by multiplying the Total Building Permit Fee from Step 2 by 40%.
Step 4: Determine the <i>Energy Plan Review Fee</i> by multiplying the Plan Review Fee from Step 3 by 10%.
Step 5: Determine the <i>Inspection Fee</i> by Subtracting the Plan Review Fee and Energy Plan Review Fee from the Total Building Permit Fee.
Thus, $Total\ Building\ Permit\ Fee = Plan\ Review\ Fee + Energy\ Plan\ Review\ Fee + Inspection\ Fee$
Work-Item-Based Permit Fee:
Step 1: Determine the Permit Fee for each work item by using Table 3b.
Step 2: Determine the <i>Total Permit Fee</i> by summing up the individual Permit Fees obtained in Step 1.
Step 3: Determine the <i>Plan Review Fee</i> by multiplying the Total Permit Fee in Step 2 by 40%.
Step 4: Determine the <i>Inspection Fee</i> by Subtracting the Plan Review Fee from the Total Permit Fee in Step 1.
Thus, $Total\ Permit\ Fee = Plan\ Review\ Fee + Inspection\ Fee$
Total Permit Fee
The <i>Total Permit Fee</i> is the sum of the <i>Occupancy-Based Total Building Permit Fee</i> and the <i>Work-Item-Based Total Permit Fee</i> :
Thus, $Total\ Permit\ Fee = Occupancy\ Based\ Total\ Building\ Permit\ Fee + Work\ Item\ Based\ Total\ Permit\ Fee$

D. PERMIT CENTER FEES (Continued)

Method 2: Establishment of Permit Fee by Chief Building Official

For all or any portion of the work of a permit that cannot be categorized by either Table 3a or Table 3b, the Chief Building Official may, with written concurrence of the Community and Economic Development Director, establish reasonable plan review and/or inspection fees to cover the costs of services for that aspect of the permitted work.

The permit fee assessed for that aspect of the work shall be equal to the sum of the plan review fee and inspection fee. Where a project has several portions needing specific fee assessments the total permit fee shall be equal to the sum of the individual permit fees established for each portion of the work.

Such determination of permit fee and written concurrence shall be entered into the project file.

The hourly rates used for calculating plan review and inspection fees shall be per Fees and Charges Sections D.7.b.4.a and D.7.e.6.a, respectively.

When a portion of the scope of work of a project does not fit into Method 1, then the total permit fee for the project as a whole shall be the sum of the permit fees determined by both Method 1 and Method 2.

D. PERMIT CENTER FEES (Continued)

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D. PERMIT CENTER FEES (Continued)

Table 4 - Annual Sewer Service Charge (CMC 13.05.020(c)) (7-23-15)*

Service Type	Current Fee
RESIDENTIAL OWNERS	
1. Minimum rate for any premises	\$452.00
2. Each single-family dwelling unit	452.00
3. Each dwelling unit in a multiple dwelling structure	452.00 per unit
4. Mobile Home Park	452.00 per space
COMMERCIAL OWNERS—Charge based upon quantity of water used in cubic feet	
1. Minimum rate for any premises	\$452.00
2. Bowling Alleys	3.99/100 cu. Ft.
3. Car Washes	3.99/100 cu. Ft.
4. Health Studios and Gymnasiums	3.99/100 cu. Ft.
5. Hospitals--Convalescent	3.99/100 cu. Ft.
6. Multiple Lodging Structures (hotels, motels and rooming houses)	3.99/100 cu. Ft.
7. Laundromats and Laundries	3.99/100 cu Ft.
8. Restaurants	7.95/100 cu. Ft.
Restaurants with pretreatment facilities approved annually	4.52/100 cu. Ft.
9. Bakeries	Determined Individually
10. All others	4.52/100 cu. Ft.
INSTITUTIONAL OWNERS	
1. Minimum rate for any premises	\$452.00
2. As defined in Section 110-31, except for Convalescent Hospitals	4.52/100 cu. Ft
INDUSTRIAL OWNERS—Charge based upon quantity of water used and quality of effluent	
1. Minimum rate for any premises	\$452.00
2. Flow/Million Gallons	3507.00
3. Biochemical Oxygen Demand (B.O.D.) per thousand pounds	824.00
4. Suspended Solid (S.S.) per thousand pounds	702.00
SPECIAL DISCHARGE PERMITS, AS ISSUED BY THE DISTRICT	
1. Charge based upon quantity of water used and quality of effluent	Determined Individually
SPECIAL CONTRACTUAL AGREEMENT	
	Determined Individually

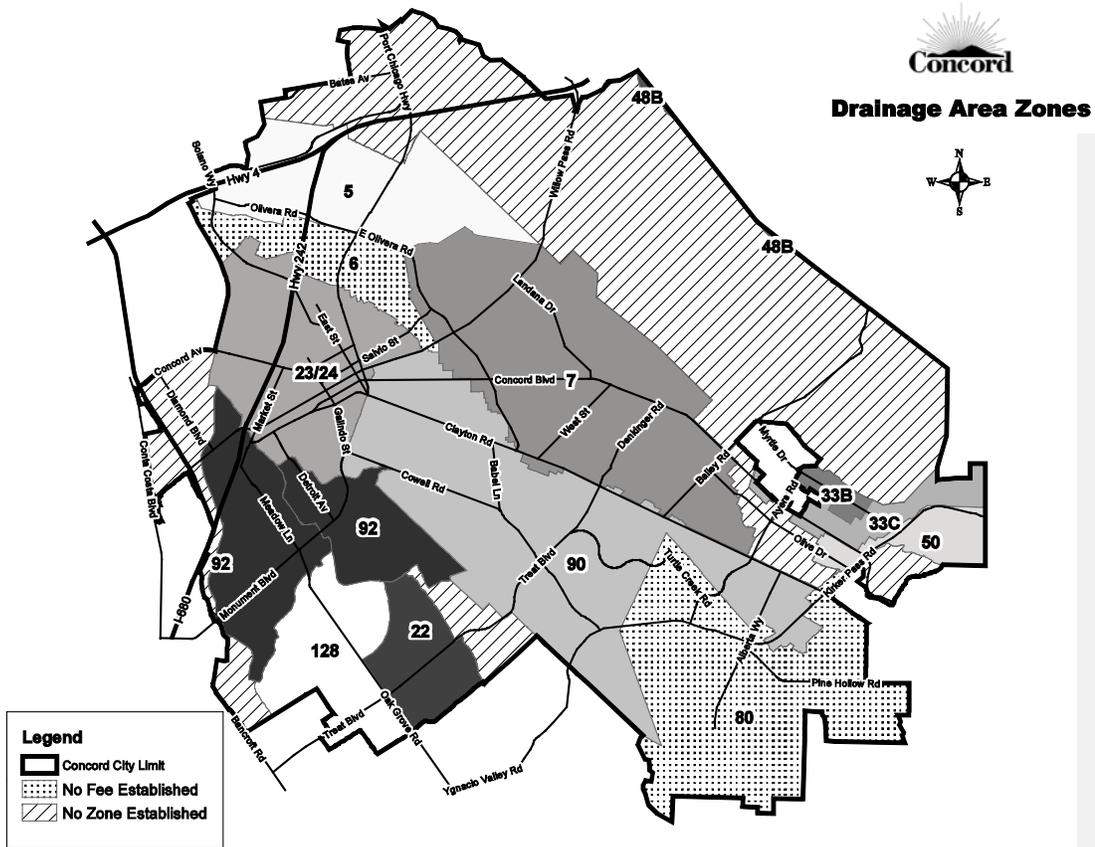
* The charges are set by separate City Ordinance under Concord Municipal Code Section 13.05.020(c) and are duplicated here for ease of reference.

D. PERMIT CENTER FEES (Continued)

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D. PERMIT CENTER FEES (Continued)

Figure 1 - City and County Drainage Area Map (7-1-05)



**EXHIBIT A. RESOLUTION 78-6042
 FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

Current Fee

E. POLICE FEES

1. Alarm Systems (CMC 8.05.030(e))

a. Alarm system use permit fee (7-1-167-1-08)	<u>21.00</u> 40.00
b. False alarm service charges (CMC 18-95)	
1) False alarm 4, 5, and 6 in any 60-day period (7-1-04).....	135.00
2) False alarm 9, 10, and 11 in any 360-day period (7-1-04).....	135.00
3) False alarm 7 and 8 in any 60-day period (7-1-04).....	270.00
4) False alarm 12 and 13 in any 360-day period (7-1-04).....	270.00
5) Each additional false alarm after the 8th in any 60-day period (7-1-04)	401.00
6) Each additional false alarm after the 13th in any 360-day period (7-1-04)	401.00

2. Audio/Visual Reproduction

a. Copy of CD/DVD (per disk) (7-1-167-1-13).....	<u>29.00</u> 24.00
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3. Cardroom Permits (moved from Section B)

a. <u>Application fees (CMC 5.35.010(d)(12) (11-5-79)</u>	<u>No fee</u>
b. <u>Annual cardroom license fee (CMC 5.35.010(j))(7-1-087-1-16)</u>	<u>607.00</u> 525.00
c. <u>Annual per table fee (CMC 5.35.010(j))(7-1-087-1-16)</u>	<u>607.00</u> 525.00
d. <u>Assignment or transfer of license fee (CMC 5.35.010(n))(11-5-79)</u>	<u>No fee</u>
e. <u>Cardroom Employee Work Permit:</u>	
1) <u>Work permit fee (CMC 5.35.030(d))(7-1-087-1-16)</u>	<u>51.00</u> 45.00
2) <u>Renewal application fee (CMC 5.35.030(c))(7-1-087-1-16)</u>	<u>41.00</u> 45.00
3) <u>Duplicate ID cards for cardroom employees (7-1-087-1-16)</u>	<u>21.00</u> 19.00
f. <u>Fingerprint processing fee (7-1-95)</u>	<u>See E.11</u>
g. <u>Administrative processing fee (7-1-04)</u>	<u>See B.1</u>

34. Clearance Letters

a. Fee for resident (7-1-167-1-08)	<u>10.00</u> 30.00
b. Fee for non-resident (7-1-167-1-08)	<u>10.00</u> 45.00

5. Code Enforcement (moved from Neighborhood Preservation in Section D)

a. <u>Reinspection Fee (7-1-13)</u>	<u>183.00</u>
b. <u>Extension Fee (7-1-137-1-16)</u>	<u>139.00</u> 87.00

E. POLICE FEES (Continued)

	<u>Current Fee</u>
<u>c. Building and Safety Code Violations (Per Government Code Sections 53069.4, 25132(c) and 36900 (c))</u>	
1) <u>First issuance in 12 months (7-1-07)</u>	<u>100.00</u>
2) <u>Second issuance in 12 months (7-1-07)</u>	<u>500.00</u>
3) <u>Third and subsequent issuance in 12 months (7-1-07)</u>	<u>1,000.00</u>
<u>d. Confiscated Signs (CMC 122-1029)</u>	
1) <u>First Violation (7-1-07)</u>	<u>30.00</u>
2) <u>Second violation (7-1-07)</u>	<u>40.00</u>
3) <u>Third violation (7-1-07)</u>	<u>40.00</u>
a) <u>Plus Citation</u>	<u>See 5.f</u>
b) <u>Plus Reinspection Fee</u>	<u>See 5.a</u>
<u>e. Graffiti and Summary Abatement (6-1-94)</u>	<u>At Cost</u>
<u>Plus Administrative fee (percent of cost) (6-1-94)</u>	<u>30%</u>
<u>f. Public Nuisance Administrative Fines (Per Government Code Sections 53069, 4, 25132(b), and 36900(b))</u>	
1) <u>First issuance in 12 months (7-1-06)</u>	<u>100.00</u>
2) <u>Second issuance in 12 months (7-1-06)</u>	<u>200.00</u>
3) <u>Third and subsequent issuance in 12 months (7-1-06)</u>	<u>500.00</u>
<u>g. Request for Exemption for Small Collection Facilities for Nonprofit Organizations (CMC 82-113)</u>	
<u>46. Concealed Weapons Dealer Permit (P&P No. 81)</u>	
a. Initial fee (7-1-167-1-08).....	<u>202.00</u> 520.00
Plus State fingerprint processing fee.	
b. Annual renewal of existing license (7-1-167-1-08).....	<u>101.00</u> 115.00
Plus State fingerprint processing fee.	
<u>7. Door-to-Door Solicitation Permit (moved from Section B)</u>	
a. <u>Application and Investigation fee (7-1-087-1-16)</u>	<u>34.00</u> 27.00
<u>58. Emergency Response Cost Recovery</u>	
a. Recovery of expenses for police emergency response as permitted by Government Code, Title 5, Article 8, Sections 53150–53158. Not to exceed \$12,000 per incident (per hour) (7-1-167-1-08).....	<u>202.00</u> 140.00
b. Emergency Response Administrative Fee (7-1-167-1-08).....	<u>122.00</u> 100.00
<u>9. Entertainment Permits (CMC 5.35.030(8)) (moved from Section B)</u>	
a. <u>Application fee (7-1-107-1-16)</u>	<u>202.00</u> 150.00
b. <u>Permit Fee</u>	
1) <u>Resident (7-1-08)</u>	<u>20.00</u>

E. POLICE FEES (Continued)

	<u>Current Fee</u>
2) Non-resident (7-1-087-1-16)	20.0030.00
c. Fingerprint processing fee (7-1-95)	See E.11
d. Administrative processing fee (7-1-04)	See B.1
e. Late application renewal fee (entertainment permit approved after expiration of existing permit) (7-1-10)	75.00
<u>10. Escort Service Permit (CMC 5.50.010-5.50.100) (moved from Section B)</u>	
a. License (owner) (7-1-087-1-16)	607.00530.00
b. Permit (employee) (7-1-107-1-16)	101.0092.00
c. Fingerprint processing fee (as set by State and Federal agencies 11/92) (7-1-95)	See E.6
d. Administrative processing fee (7-1-04)	See B.1
<u>611. Fingerprint Services (Non-criminal)</u>	
Note: The fingerprint service charges below do not include any federal, state, or other agency fingerprint charge which will be added at the time of service.	
a. Fingerprint processing fee (7-1-07).....	41.00
b. Rolling fee (7-1-08).....	30.00
eb. Concealed weapons permits (7-1-07)	
1) City processing fee (7-1-167-1-08).....	202.00155.00
(Does not include required State fingerprint processing fee)	
2) Annual renewal City processing fee (7-1-167-1-07).....	202.0041.00
(Does not include required State fingerprint processing fee).....	
<u>712. Gun Storage Services Pursuant to Court Orders</u>	
a. Administrative processing fee (per incident) (7-1-167-1-08).....	183.0060.00
b. Storage fee (per month or any fraction thereof) (per gun) (7-1-167-1-08).....	6.005.00
<u>13. Massage Parlors, Out-Call Massage Services, and Massage Therapy Technician Permits (moved from Section B)</u>	
a. Massage parlor permit fee (CMC 5.75.040(a))(7-1-107-1-16)	152.00138.00
b. Massage therapy Technician permit fee (CMC 5.75.110) (7-1-107-1-16)	101.0072.00
c. Administrative processing fee (7-1-04)	See B.1
d. Fingerprint processing fee (7-1-95)	See E.11
<u>814. Parking Enforcement</u>	
a. California Vehicle Code (7-1-14).....	Table 5
b. Concord Municipal Code (7-1-14).....	Table 6
c. Late Fees (7-1-07)	
1) Sections 22507.8a, 22507.8b., 22507.8c, 22511.57a, 22511.57b, 22511.57c, 22522 (percent of fine) (7-1-07).....	20%

E. POLICE FEES (Continued)

	<u>Current Fee</u>
2) All other sections (percent of fine) (7-1-07)	100%
3) Department of Motor Vehicles (DMV) hold (per hold) (7-1-13)	20.00
4) State Franchise Tax Board (FTB) fee - social security request (7-1-13)	20.00
5) State Franchise Tax Board (FTB) fee - percent of outstanding balance submittals (7-1-11).....	17.25%
 915. Police Reports	
Per report (7-1-07).....	3.50
<u>Per copy (7-1-16).....</u>	<u>.010 per copy</u>
 1016. Processing of Photographs	
a. Handling fee (7-1-07)	20.00
b. 4 x 6 print (7-1-08)	1.15
c. 5 x 7 print (7-1-08)	3.75
d. 8 x 10 print (7-1-08).....	6.25
e. Rush reprint orders (within 10 business days)	
1) 4 x 6 (each print) (7-1-08).....	2.50
2) 5 x 7 (each print) (7-1-08).....	6.00
3) 8 x 10 (each print) (7-1-08).....	10.50
f. <u>Electronic Data Request (Existing) Copy of digital photo disk (each disk) (7-1-167-1-10).....</u>	<u>6.0025.00</u>
g. <u>Electronic Data Request (non-existing file) copy of producing disk & mailing.....(7-1-16)</u>	<u>31.00</u>
 17. Public Motor Vehicle Permits (moved from Section B)	
a. Vehicle Permit (CMC 5.95.140(a))	
1) <u>Annual permit fee – 1st vehicle (7-1-107-1-16)</u>	<u>202.00179.00</u>
2) <u>Application processing fee for Taxi Business (includes State fee) (7-1-087-1-16)</u>	<u>506.00440.00</u>
3) <u>Each additional vehicle (7-1-107-1-16)</u>	<u>101.0092.00</u>
4) <u>Late payment penalty (per month) (5-12-86)</u>	<u>20%</u>
<u>Maximum (cumulative) (5-12-86)</u>	<u>50%</u>
5) <u>Reinspection fee (CMC 118-90(1))(7-1-077-1-16)</u>	<u>34.0025.00</u>
6) <u>Administrative processing fee</u>	<u>See B.1</u>
 b. Driver Permits (CMC 5.95.210(a))	
1) <u>Application fee – New (2-7-127-1-16)</u>	<u>152.00121.00</u>
<u>Plus State and FBI Livescan fee</u>	
2) <u>Application fee – Renewal (2-7-127-1-16)</u>	<u>152.0077.00</u>
<u>Plus State and FBI Livescan fee</u>	
3) <u>Fingerprint processing fee</u>	<u>See E116</u>

E. POLICE FEES (Continued)

	<u>Current Fee</u>
4) <u>Administrative processing fee</u>	<u>See B.1</u>
5) <u>Driver Transfer Fee (7-1-107-1-16)</u>	<u>82.0080.00</u>
6) <u>Replacement Driver ID Card (7-1-117-1-16)</u>	<u>21.0045.00</u>
c. <u>Taxicab Rates (CMC 5.95.300(d))</u>	
1) <u>Drop fee (7-1-14)</u>	<u>3.05</u>
2) <u>Each 1/10th mile thereafter (7-1-14)</u>	<u>0.300</u>
<u>Or</u>	
<u>Each mile thereafter (7-1-14)</u>	<u>3.00</u>
3) <u>Delivery – meter rate plus (7-1-14)</u>	<u>4.25</u>
4) <u>Waiting time, traffic delay per every 36 seconds (7-1-14)</u>	<u>0.300</u>
5) <u>Waiting time, traffic delay per hour (7-1-14)</u>	<u>30.00</u>
1118. <u>Review of Local Criminal History</u>	
Summary information by individuals who may have records with Police Department (non-refundable) (<u>7-1-167-1-08</u>)	<u>21.0045.00</u>
1219. <u>Rotation Towing Services (CMC 2.50.210)</u>	
a. Application and Administration Fees	
1) Initial application fee for Rotational Tow Truck Business (<u>7-1-167-1-08</u>)	<u>183.00425.00</u>
2) Driver Application Fee – New (<u>7-1-169-11-12</u>)	<u>61.00121.00</u>
Plus State and FBI Livescan Fees	
3) Driver Application Fee – Renewal (<u>7-1-169-11-12</u>)	<u>31.0077.00</u>
4) Driver Transfer Fee (<u>7-1-169-11-12</u>)	<u>21.0080.00</u>
5) Replacement I.D. card (<u>7-1-167-1-08</u>)	<u>10.0045.00</u>
6) Franchise Fee Per Tow (10-1-12)	<u>30.00</u>
b. Maximum Rates Chargeable by Rotation List Towing Operators	
1) Straight tow of one hour or less (9-11-12)	<u>175.00</u>
2) Tow with dolly or car carrier when necessary. Operator must indicate on tow bill why a dolly or car carrier was used (9-11-12)	<u>195.00</u>
3) Tow services exceeding one hour (9-11-12)	<u>175.00</u>
or	
Per 15-minute intervals (7-1-13)	<u>43.75</u>
4) Non-tow service call – per half hour (9-11-12)	<u>40.00</u>
5) Per towed mile outside the City limits (7-1-09)	<u>6.25</u>
No mileage may be charged for towing to an operator's lot located outside the City limits.	
6) Daily storage fee from midnight to midnight – Class A (7-1-09)	<u>55.00</u>

E. POLICE FEES (Continued)

	<u>Current Fee</u>
7) Gate release charge for vehicle pickup before 8 a.m. or after 5 p.m. (7-1-09)	60.00
8) Release fee per vehicle (9-11-12)	50.00
9) Drop fee per vehicle (9-11-12)	87.50
10) Class B (26,001 GVW) tow of one hour or less (9-11-12).....	225.00
11) Daily storage fee from midnight to midnight - Class B (9-11-12).....	55.00
12) Class C (48,000 GVW) tow of one hour or less (9-11-12).....	275.00
13) Daily storage fee from midnight to midnight - Class C (9-11-12).....	125.00
14) Class D (52,000 GVW) tow of one hour or less (9-11-12).....	325.00
15) Daily storage fee from midnight to midnight - Class D (9-11-12).....	140.00
16) Low Boy Trailer (9-11-12).....	135.00
c. Rates for City of Concord Tows	
1) Class A (14,000 Minimum GVW) per hour (9-11-12)	Free
2) Class B (26,001 Minimum GVW) per hour (9-11-12)	125.00
3) Class C (48,000 Minimum GVW) per hour (9-11-12)	135.00
4) Class D (52,000 Minimum GVW) per hour (9-11-12)	145.00
5) Low Boy Trailer (9-11-12)	135.00
d. Tow Management Software fee (Administrative Fee) (10-1-12).....	10.00
<u>1320. Second Hand Dealer</u>	
a. Administrative processing fee (Covers the Two-Year Permit Period) (7-1- 11 16)	612.00 752.00
<u>21. Tobacco Retailers License (CMC 5.100.100) (moved from Section)</u>	
a. <u>Administrative and Enforcement Fee (7-1-167-1-08)</u>	<u>202.00</u> 175.00
b. <u>Hearing Fee (7-1-167-1-08)</u>	<u>405.00</u> 375.00
c. <u>Re-inspection Fee (7-1-167-1-08)</u>	<u>135.00</u> 120.00
<u>1422. Vehicle Abatement</u>	
a. Administration Fee - Vehicle Abatement Procedure (7-1- 10 16).....	31.00 105.00
<u>1523. Vehicle Identification Numbers</u>	
a. VIN Verification charge (individuals only) (7-1-13).....	<u>51.00</u> 50.00
<u>1624. Vehicle Inspection and Citation Sign-Off</u>	
a. Concord Resident (7-1- 10 16)	<u>21.00</u> 15.00
b. Non-Concord Resident (7-1- 10 16).....	<u>21.00</u> 20.00
<u>25. Video Games Mechanical and Electronic Games Permits</u>	
a. <u>Use permit application fee to Police Department to cover cost of investigation (Does not include required State fingerprint processing fee) (7-1-167-1-10)</u>	<u>745.00</u> 677.00
b. <u>Manager's license fee to Police Department to cover cost of investigation. (Charged only if manager is not a Use Permit applicant.) CMC 6-236 (Does not include required State fingerprint processing fee) (7-1-167-1-08)</u>	<u>506.00</u> 440.00

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E. POLICE FEES (Continued)

	<u>Current Fee</u>
c. <u>Administrative processing fee (7-1-04).....</u>	<u>See B.1</u>
26. <u>Other Fees</u>	
a. <u>Referee Sample Request (+ Actual Costs for shipping)(7-1-16)</u>	<u>132.00</u>

E. POLICE FEES (Continued)

Table 5 - Parking Enforcement Fee Schedule - California Vehicle Code

CVC Section	Description	Current Fee
4000a	Registration Required (7-1-13)	125.00
4461b	Improper Placard Usage/Lend or allow use of disabled placard to a Non disabled person (7-1-13)	650.00
4461c	Improper Placard Usage/Non disabled person using a disabled placard (7-1-13)	650.00
4461d	Improper Placard Usage/Non disabled person using a vehicle that has a disabled license plate (7-1-13)	650.00
4464	Altered License Plate (7-1-13)	40.00
5011	Special Construction Equipment - ID Plate (7-1-13)	40.00
5017	ID Plate Not Attached to Correct Vehicle (7-1-13)	40.00
5200	No License Plates (7-1-13)	40.00
5201	Position of Plates/Height Requirements (7-1-13)	40.00
5202	Period of Display (7-1-13)	40.00
5204	Tabs Not Displayed (7-22-14)	67.00
5352	Registration of Trailer Coaches (7-1-13)	40.00
21113a	Parking/Public Grounds (City Hospital) (11-09-10)	47.50
21211b	Parked in Bike Lane (7-1-13)	40.00
21458a(1)	Parked in Red Zone (7-22-14)	41.00
21458a(2)	Parked in Yellow Zone (7-22-14)	41.00
21458a(3)	Parked in White Zone (7-22-14)	41.00
22500.1	Parking in Posted Fire Lane (7-1-13)	40.00
22500a	Blocking Intersection (7-1-13)	40.00
22500b	Blocking Crosswalk (7-1-13)	40.00
22500c	Parking Adjacent to Safety Zone (7-1-13)	40.00
22500d	Parking within 15' Fire Station Driveway (7-1-13)	40.00
22500e	Blocking Driveway (7-1-13)	40.00
22500f	Blocking Sidewalk (7-1-13)	40.00
22500g	Blocking Excavation (7-1-13)	40.00
22500h	Double Parked (7-1-13)	40.00
22500i	Parking in a Bus Zone (7-1-13)	285.00
22500l	Blocking Wheelchair Access (7-1-13)	325.00
22502a	Curb Parking Within 18" of Curb (7-1-13)	40.00
22502e	Curb Parking One Way Road (7-1-13)	40.00
22504a	Unincorporated Area Parking School Bus Stop (7-1-13)	40.00
22505b	Parked in Posted No Parking Area Vehicles Over 6 Feet (7-1-13)	40.00
22507.8a	Disabled Parking (7-22-14)	334.00
22507.8b	Blocking Disabled Parking (7-22-14)	334.00
22507.8c	Parking on Lines/Disabled Stall (7-22-14)	334.00
22507.8c(1)	Parked on Disabled Space Boundary Lines(7-22-14)	334.00
22507.8c(2)	Parked on Disabled Space Crosshatch Lines (7-22-14)	334.00
22511.57a	Fraudulent use of Handicapped Placard - Reported Lost, Stolen, Canceled or Expired (7-1-13)	650.00
22511.57b	Fraudulent use of Handicapped Placard - Placard Owner Not Present (7-1-13)	650.00
22511.57c	Fraudulent use of Handicapped License Plate - Counterfeit, Forged, Altered or Mutilated (7-1-13)	650.00
22514	Fire Hydrants (7-1-13)	40.00
22515(a)	Unattended Vehicles Without Setting Parking Brake (7-1-13)	40.00

E. POLICE FEES (Continued)

CVC Section	Description	Current Fee
22516	Locked Vehicles With Persons Inside (11-09-10)	47.50
22517	Vehicle Door Open to Traffic Lane (11-09-10)	47.50
22520	Stopping on Freeway (7-1-13)	40.00
22521	Illegal to Park on RR Track (7-1-13)	40.00
22522	Parked Within Sidewalk Access Ramp (7-22-14)	334.00
22526a-b	Grid Lock Intersection (7-1-13)	65.00
22951	Street/Alley Parking (7-1-13)	40.00
23333	Stopping & Parking on Vehicle Crossing (7-1-13)	40.00
24002	Unsafe Vehicle (11-09-10)	40.00
24004	Unlawful Operation After Notice (11-09-10)	40.00
24008	Modification of Vehicles to be Lowered (7-1-13)	40.00
24012	Tail Lamp Improperly Mounted (7-1-13)	40.00
24250	Lighting During Darkness (7-1-13)	40.00
24252a	Lamps & Devices (7-1-13)	40.00
24400	Headlamp Requirements (7-1-13)	40.00
24401	Dim Lights on Parked Vehicle (7-1-13)	40.00
24600	Tail Lamp (7-1-13)	40.00
24601	License Plate Lamp (7-1-13)	40.00
24603a-h	Stop Lamps (7-1-13)	40.00
24607a-e	Reflector on Rear (7-1-13)	40.00
24608	Front/Side Reflectors (7-1-13)	40.00
24953a	Turn Signal Lamps (7-1-13)	40.00
25261b	Failure to Use Warning Flashing Signals (11-09-10)	40.00
25300a-e	Warning Device - Use for Parked Vehicle (11-09-10)	40.00
25950a	Color of Lights/Reflectors - Front (7-1-13)	40.00
25950b	Color of Lights/Reflectors - Rear (7-1-13)	40.00
26101	Unapproved Lamps/Windows (7-1-13)	40.00
26311a	Brakes on All Wheels (7-1-13)	40.00
26451a	Parking Brake System (7-1-13)	40.00
26453	Condition of Brakes in Good Order (7-1-13)	40.00
26700	No Windshield (7-1-13)	40.00
26701d	Red Wind Deflector (7-1-13)	40.00
26706a	Windshield Wiper - Every Vehicle (7-1-13)	40.00
26706b	Windshield Wiper - (2) Per Vehicle (7-1-13)	40.00
26708.5	Application of Material to Window (7-1-13)	40.00
26708a	Restricted View (7-1-13)	40.00
26709a-b	Mirrors (7-1-13)	40.00
26710	Defective Windshield/Rear Window (7-1-13)	40.00
27150a	Defective Muffler (7-1-13)	40.00
27155	Improper Fuel Tank Caps (7-1-13)	40.00
27465a-b	Depth of Tires - Dealer (7-1-13)	40.00
27600	Fenders and Mud Guards (7-1-13)	40.00
27601	Radiator Ornament Protruding Forward (7-1-13)	40.00
28071	No Front/Rear Bumpers (7-1-13)	40.00

E. POLICE FEES (Continued)

Table 6 - Parking Enforcement Fee Schedule - Concord Municipal Code

CMC Section	Description	Current Fee
4.05.020(8)	Parked in City Park in a Non Designated Area (7-1-13)	40.00
10.10.150(1)	Remove Vehicle Parked More Than 72 Hours (7-1-13)	40.00
10.10.150 (2)	Tow Away Zone (7-1-13)	40.00
10.10.150 (3)	24 Hour Preposted No Parking Zone/Road Construction (7-1-13)	40.00
10.20.110	Commercial Vehicle Parked in Private Driveway (7-1-13)	40.00
10.20.140	Obey Barriers/Signs (7-1-13)	40.00
10.20.150	Obstructing/Traffic - Intersection/Crosswalk (7-1-13	40.00
10.30.020	Stopping, Standing, Parking in Parkway (7-1-13)	40.00
10.30.030(b)	Posted No Stopping, Standing or Parking (7-1-13)	40.00
10.30.040(1)	No Stop, Park, Standing within or Adjacent to Dividing Island/Median (7-1-13)	40.00
10.30.040 (2)	Posted No Parking between Lines/Steps (7-1-13)	40.00
10.30.040 (3)	Posted No Parking Traffic Hazard (7-1-13)	40.00
10.30.040 (4)	Posted No Parking or Red Curb (7-22-14)	41.00
10.30.040 (5)	No Parking Along/Across RR Track (7-1-13)	40.00
10.30.040 (6)	No Parking Where Traffic Hazard (7-1-13)	40.00
10.30.040 (7)	Posted No Parking During Construction or Cleaning of Street (7-1-13)	40.00
10.30.040 (8)	Posted No Parking within 20 Feet Crosswalk/Intersection (7-1-13)	40.00
10.30.040 (9)	Posted No Parking within 40 feet of Traffic Sign or Signal (7-1-13)	40.00
10.30.040 (10)	Parked within Bridge Approach with Guardrail (7-1-13)	40.00
10.30.040 (11)	Posted No Parking Construction (7-1-13)	40.00
10.30.050	Parked Vehicle in Street/Alley over 72 Hours (7-22-14)	41.00
10.30.060	Repair, Grease, Dismantle Vehicle on Street (7-1-13)	40.00
10.30.080(b)	Posted No Parking in Vicinity of School (7-1-14)	40.00
10.30.090(b)	Posted No Parking on Narrow Street (7-1-13)	40.00
10.30.100	Wheels Not Curbed Grade Over 3% (7-1-13)	40.00
10.30.110	Taxi Stand Taxi Cabs Only (7-1-13)	40.00
10.30.120	No Parking Temporary Emergency Parking Signs (7-1-13)	40.00
10.30.130(B)	Posted No Parking City Property (7-1-13)	40.00
10.30.140	30 Minute Parking and 15 Minute Parking (7-22-14)	41.00
10.30.150	90 Minute Parking Limit (7-22-14)	41.00
10.30.160	Four Hour Parking Limit (7-22-14)	41.00
10.30.170	One Hour Parking 8 am to 8 pm (7-22-14)	41.00
10.30.180	One Hour Parking (7-22-14)	41.00
10.30.190	Two Hour Parking (7-22-14)	41.00
10.30.200	Continuous Parking - Unlawful (7-1-13)	40.00
10.30.210(A)	Required Diagonal Parking (7-1-13)	40.00
10.30.220	Parked within Marked Spaces (7-1-13)	40.00
10.30.230(A)	Vehicle Over 10,000 pounds Parked 2:00 a.m. through 6:00 a.m. (7-1-13)	40.00
10.30.230(B)	Vehicle Over 10,000 pounds Parked in Residential Area (7-1-13)	40.00
10.30.250(1)	Violation of Marked Red Curb Parking (7-22-14)	41.00
10.30.250 (2)	Violation of Marked Yellow Curb Parking (7-22-14)	41.00
10.30.250 (3)	Violation of Marked White Curb Parking (7-22-14)	41.00
10.30.270	Commercial Yellow Curb Loading Zone Only (7-1-13)	40.00
10.30.280	White Curb Zone (7-1-13)	40.00
10.30.290	No Stopping/Standing/Parking in Alley (7-1-13)	40.00
10.30.310	Parked Private Property Posted Prohibited (7-1-13)	40.00
10.30.360	Posted No Vehicles Over 5 Feet Tall (7-1-13)	40.00
10.30.480(1)	Posted Permit Parking (7-1-13)	40.00
10.55.040	Solicitation within Commercial Parking Area (7-1-13)	40.00

E. POLICE FEES (Continued)

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**EXHIBIT A. RESOLUTION 78-6042
 FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES**

Current Fee

F. SANITATION AND REFUSE FEES

1. Refuse Collection (CMC 8.20.210)

- a. Collection of refuse once a week on a regular schedule up to 32 gallons, 64 gallons or 96 gallons, in containers supplied by the City's Franchise Waste Hauler, each level of service includes 64 gallons of recycling and 96 gallons of yard waste per week (1-1-10):

Single Family

1) 96 gallon refuse service (7-15-15).....	47.05
2) 64 gallon refuse service (7-15-15).....	38.40
3) 32 gallon refuse service (7-15-15).....	28.45
4) 20 gallon refuse service ¹ (7-15-15).....	23.30

Condo/Townhouse² (No yard waste)

5) 96 gallon refuse service (7-15-15).....	46.00
6) 64 gallon refuse service (7-15-15).....	37.40
7) 32 gallon refuse service (7-15-15).....	27.45

- b. Each additional recycling or yard waste container (7-15-15)..... 9.70
- c. Low Income Senior^{1*} (7-15-15)..... 23.95
 *Low income senior is defined as 65 years of age, or older, and having an income below HUD (Housing and Urban Development) guideline for "Very Low Income" for the Oakland-Fremont area. (1-1-10).
- d. HOA exempt refuse service (7-15-15)..... 30.90

¹ This service is no longer available to new customers.

² This rate applies to residential customers living in an approved complex.

F. SANITATION AND REFUSE FEES (Continued)

Date of Last Adoption: -2016
Res. No.: 16-6042.1

EXHIBIT A. RESOLUTION 78-6042
FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES

G. PUBLIC WORKS

1. Fleet Maintenance Division

- a) Vehicle and Equipment Repair for Outside Local Agencies
- b) Materials markup..... Actual Cost +10%
- c) Parts markup Actual Cost +10%
- d) Third Party contracted services Actual Cost +10%
- e) Fuel markup Actual Cost +10%

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