

# City of Gilroy

June 20, 2022



## User Fee Study

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## Executive Summary

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The City of Gilroy engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identifies 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery can often not be feasible, desirable, or appropriate depending on policy direction —particularly in a single year. The recommended fees identified herein are either at or less than full cost recovery.

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# User Fee Background

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## Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

## California User Fee History

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the State saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. As an example, in 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions.

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## Additional Policy Considerations

The recent trend for municipalities is to update their fee schedules to reflect the actual costs of certain public services primarily benefitting users. User Fees recover costs associated with the provision of specific services benefitting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the Cost Allocation Plan. This plan was developed prior to the User Fee study to determine the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for Gross Domestic Product (GDP), which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services, as well as updating the underlying cost and personnel data.

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## Study Objective

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As the City of Gilroy seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining the fees accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

## Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Gilroy departments and fee groups:

- General Administration
- Finance
- Wastewater
- Public Works
- Recreation
- Fire
- Police
- Community Development

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

## **Aim of the Report**

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.

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# Project Approach and Methodology

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## Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

## Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

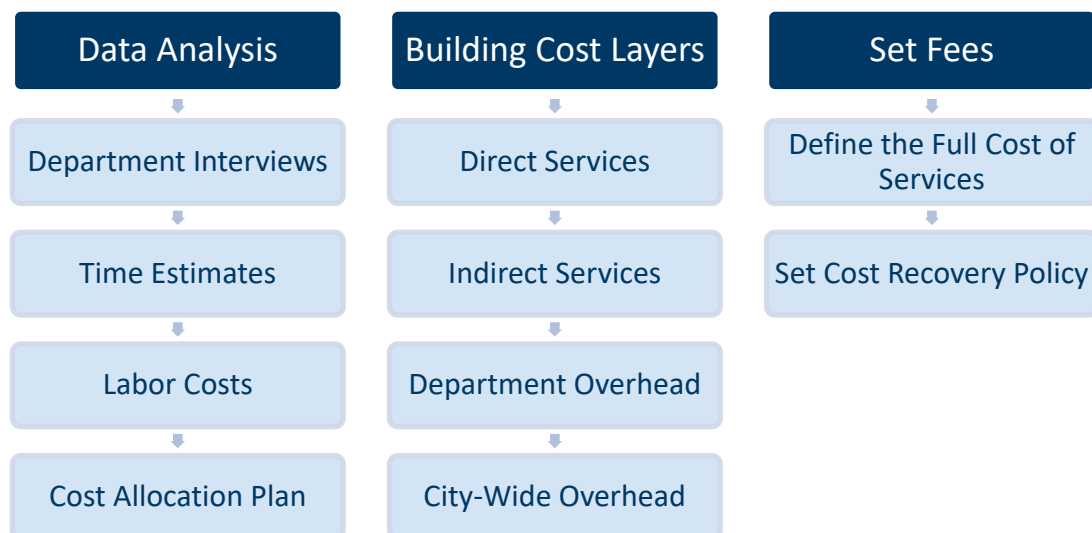
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Internal Service Costs charged to each department
- Indirect City-wide overhead costs

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, emergency leave, holidays, and other considerations, as necessary. Dividing the full cost by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fees' cost based on the personnel and the amount of their time that is involved in providing each service.

## Summary Steps of the Study

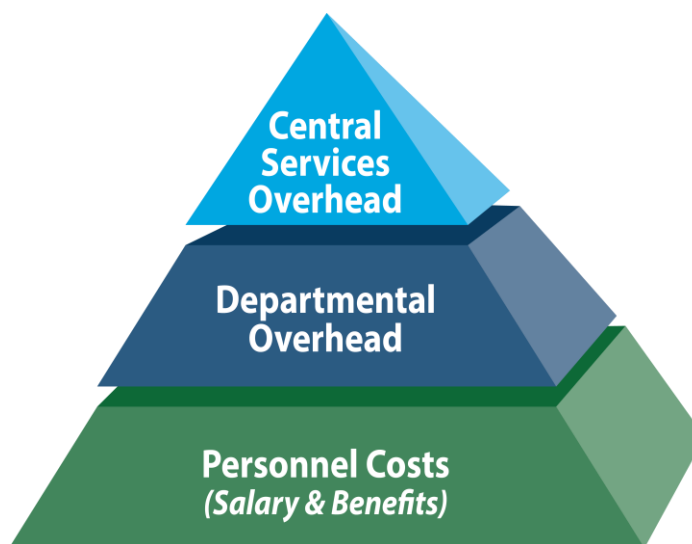
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



## Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City’s central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, represent services provided by those Central Services Departments whose primary function is to support other City departments. The calculations utilized the de minimus rate of 10% proscribed by 2 CFR Part 200 Cost Principles for use in organizations that do not have a cost allocation plan.



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## Methodology

The three methods of analysis for calculating fees used in this report are the:

**Case Study Method (Standard Unit Cost Build-Up Approach):** This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

**Programmatic Approach:** In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit the programs' needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

**Valuation Based Fees:** This manner of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. It is also generally true that the more complex the type of construction, the more the cost, and time needed to review and inspect. Using a valuation-based fees provides for a system that can adjust as project sizes scale. Land is not included in valuation determination.

## Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- FTE balancing
- Internal and external reviews
- Cross-checking

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## Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
  - Departmental overhead and administration costs
  - Vehicle and Facility Maintenance support costs
  - Indirect overhead from central service support
- Changes in processes and procedures within a department, or the City as a whole

## City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Frequency and current fee levels
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments—on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

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# Gilroy User Fees

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## Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in **Appendix C**. Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The principal goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Gilroy, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

## Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, many services fall into the range between these two extremes. The graphic on the following page illustrates the potential decision basis.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as compliance inspections to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can

be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without burdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.

## Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The Cost of Service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

## Summary

If the City's principal goal of this study were to maximize revenues from user fees, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations and City Council decisions. City staff has reviewed the full costs and identified the "recommended fee levels" for consideration by City Council. The attached appendices exhibit these unit fees individually.

The preceding sections provide background for each department or division and the results of this study's analysis of their fees. For the full list of each fee and their analysis, refer to **Appendix C** of this report.

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## General Administration

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The Administration Department is a central services department that provides oversight and guidance to all departments within the City of Gilroy. Operational oversight of the Department is provided by the City Administrator through general direction provided to the offices contained within. These offices include the following: City Administrator's Office, City Attorney's Office (Contracted), Administrative Services (Human Resources, Fleet, Facilities and Information Technology), City Clerk's Office, Communications and Engagement Office, Economic Development, and Emergency Services.

### Analysis

Willdan individually reviewed the services associated with the General Administration fees. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the General Administration services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that services are currently being provided below full cost. As a result of the fee recommendations, there would be:

- An increase to the Subpoena Duces Tecum – personnel cost to \$15.85,
- 2 new fees would be added and;
- The remaining fees would remain as currently set as detailed in [Appendix C](#).

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## Finance

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The Finance Department provides timely and accurate financial information to City management, the City Council and the public, and administers the City's assets including cash and investments in a prudent and responsible manner. Within the Finance Department, there are various functions including: accounts payable/receivable, payroll, investments, debt service, general accounting, budget, and utility billing.

### Analysis

Willdan individually reviewed the services associated with the Finance Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Finance services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City set Finance fees at the at or near 100% cost recovery for most fees as detailed in [Appendix C](#). As a result of the suggested fees in total for the Finance schedule there would be:

- An increase to 33 fees;
- 40 fees would remain as currently set;
- 4 new fees would be added, and;
- 5 fees would decrease as detailed in [Appendix C](#).

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## Wastewater

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The Public Works Department oversee the capital budget and operations of the South County Regional Wastewater Authority (SCRWA). SCRWA treats the wastewater for the Cities of Gilroy and Morgan Hill and produces recycled water for South Santa Clara County.

### Analysis

Willdan individually reviewed the services associated with Wastewater fees. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Wastewater services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the services being provided are currently set below their full cost. It is recommended that the City set Water Billing fees at the levels detailed in [Appendix C](#). As a result, there would be:

- An increase to 3 fees;
- 9 fees would remain as currently set;
- 1 new fee would be added, and;
- The average fee change would be 52% as detailed in [Appendix C](#).

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## Public Works

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Public Works designs, builds and maintains the City's water, wastewater, storm drain, street, sidewalk, park, landscape, urban forest and related infrastructure. The department is also responsible for managing various City facilities including buildings, building systems, parking lots, shelters as well as the entire fleet for the City of Gilroy. The department prepares and coordinates the capital budget for facilities and the capital and maintenance budgets for all City infrastructure. The Public Works Department is comprised of two divisions; the Engineering Division and the Operations Division. The Engineering Division oversees the functions related to the Capital Improvement Program, Traffic Engineering and Land Development. The Operations Division is made up of Street, Sewer and Urban Forest Maintenance, Park Maintenance, and Water Operations. Public Works Engineering reviews new developments to ensure that all new public infrastructure is in compliance with City, State and Federal codes, regulations and standards.

### Analysis

Willdan individually reviewed the services and programs associated with the Public Works Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of services in Public Works relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine whether the current fee is recovering the costs associated with the requested service. The analysis found that current fee levels are subsidizing the cost of service. It is recommended that the City set most Engineering Services fees at or near 100% cost recovery for most fees as detailed in [Appendix C](#). As a result, there would be:

- an increase to 5 fees;
- 1 fee would decrease;
- 8 new fees would be added;
- 5 fees would change from flat to deposit based;
- 96 fees would remain as currently set, and;
- the average estimated fee increase would be around 15% for flat fee services.

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## Recreation

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Housed with the City Administrator's office, the Recreation Division offers programming geared for all ages and interests. From preschoolers to youth theater actors to active baby boomers and beyond, there are many diversified program options offered annually to residents. The Recreation Division comprises of a Recreation Manager, 2 Recreation Coordinators, a Community Coordinator, and a Management Analyst. Focused program areas are senior services, adaptive, at-risk youth, general recreation services, and facility/park rentals.

## Analysis

Willdan individually reviewed the services and programs associated with the Recreation Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Recreation Division mainly encompassed facility rentals. The fee for use for government owned facilities and property can be set discretionally by the City, typically based on past usage characteristics, policy goals, and surrounding jurisdiction comparison. The cost of capital acquisition, maintenance, repair, and upgrade to the City and subsequently the public is offset through rental or use fees. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that some Recreation programs provide a measure of public benefit to the residents and City as a whole, and as such is it common for services to bear significant subsidies. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions. As such, the Recreation Division has established facility and park rental fees as part of this analysis, and any programmatic fees are established seasonally taking various market factors into consideration. The suggested fees detailed in [Appendix C](#) would result in:

- An increase for 70 fees;
- 3 fees would decrease;
- 12 new fees will be added, and;
- 30 fees would remain as currently set as detailed in [Appendix C](#).

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## Fire

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The Gilroy Fire Department is a multi-risk community service provider and is comprised of two divisions: Administration and Operations. Administration provides leadership direction and oversight necessary to deliver services in a cost-effective manner. They are also responsible for managing the department's business transactions. Administration ensures that they adhere to state and federal mandates and standards of practice. They strive to meet or exceed the City Council's established performance objectives. The Operations Division is comprised of three sub-divisions: Field Operations, Training, and Emergency Medical Services (EMS). Each sub-division is managed by a Division Chief who provides direction and oversight. The department currently deploys its response resources from three fire stations within the City of Gilroy. The department relies on boundary drop, auto-aid and mutual-aid agreements with the South Santa Clara County Fire Protection District, CalFire and other fire departments within the County to obtain additional and specialized resources when needed. Without these agreements, the department could not safely extinguish large wildland and structure fires or mitigate hazardous materials events. When requested, these agencies will also respond to City incidents when all three Gilroy fire stations are committed to other emergency incidents. In addition to response, the Fire Department also performs proactive community services.

## Analysis

Willdan individually reviewed the services and programs associated with the Fire Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule. Most of the fees within the Fire services relate to fire prevention and hazardous materials handling and are utilized by the Fire Prevention and Hazardous Materials Division which is strategically housed within the Community Development Department to provide enhanced service delivery complimenting the Building and Planning services. The Division works collaboratively with the Fire Department on inspections and hazmat response activities.

The analysis of services in Fire relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine whether the current fee is recovering the costs associated with the requested service. The analysis found that current fee levels are subsidizing the cost of service. It is recommended that the City set most Fire Services fees at or near 100% cost recovery for most fees as detailed in [Appendix C](#), with some specific fees set to retain subsidies. As a result, there would be:

- An increase for 56 fees;
- 2 fees would decrease;
- 8 new fees will be added, and;
- 18 fees would remain as currently set as detailed in [Appendix C](#).

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## Police

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The Police Department is divided into three divisions; Field Operations (Patrol), Special Operations (Investigations & Specialty Units/Teams/Policy/Training/Hiring/Legal Issues), and Administration (Records/Communications/Budget) each managed by a Police Captain. The overall mission of the department is to provide public safety services in partnership with the community. Community generated calls for service including emergency and nonemergency requests comprise Department activity. When not actively engaged in community requests for service, Department personnel engage in proactive or self-generated activities to further department and community goals for public safety. The Department also maintains an Investigations component to include Detectives, the Anti-Crime Team and participation in regional crime task forces. Non-sworn staff provide communications/dispatch services, records processing, property/evidence management, animal control, and several other ancillary duties in support of the Department's mission.

## Analysis

Willdan individually reviewed the services and programs associated with the Police Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The services included in Police are a mixture of fines and user fees. The fines are set to deter the listed and the analysis of the user fees relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that all services are currently under recovering the cost of providing them. Based on the suggested fees for the penalties and services listed under Police, there would be:

- An increase to 20 fees;
- 6 fees would decrease;
- 28 fees would remain as currently set, and;
- The average fee change would be 8% as detailed in [Appendix C](#).

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## Community Development

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The Community Development Department works with the public, development community, and community partners to protect and enhance the quality of life in the community by facilitating development activity across the City. This facilitation is conducted through the entitlement and permitting process, where the Department ensures safe, orderly and quality development that adheres to the local zoning ordinance, 2040 General Plan, building and fire codes, and other applicable local and state laws and policies. Our attention to the safety and well-being of the community is balanced with fostering the pursuit of economic growth and opportunity

The **Building Division** ensures that the City's adopted building codes are adhered to during the plan review and building permit process. By collaborating with our customers, we are able to assist them with the application, plan review, and inspection process. Providing a good building inspection program enhances and encourages a solid and safer housing stock and further promotes code compliant commercial and industrial buildings within our community.

The **Planning Division** provides current and long-term community planning services in conformance with the Gilroy General Plan and Zoning Ordinance. Development shall be consistent with City Council direction to enhance the design and livability of residential neighborhoods, commercial areas and industrial zones within the City's urban sphere while promoting sustainable development.

## Analysis

Willdan individually reviewed the services and programs associated with the Community Development Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Community Development services relied primarily upon a standard unit cost build-up approach (except for fees related to the Building Permit program), whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. The analysis found that services are currently set below the full cost of providing them. For unit fees under Mechanical, Plumbing, and Electrical sections the services listed are not typically provided on a single use basis, but often combine multitudes within those sections. As such the suggested fees in those sections were limited in the cost recovery recommended. It is recommended that the City increase cost recovery for Community Development services to the levels shown for each fee as detailed in **Appendix C**. As a result, there would be:

- an increase to 114 fees;
- 38 fees would decrease;
- 50 new fees will be added, and;
- 16 fees would remain as currently set.

In addition to the above referenced fees listed under Community Development, the Building Permit fees are also provided by this division. For the Building Permit fees, valuation is used as a proxy for measuring the amount of effort needed to provide services on a case by case basis. This method is an industry standard

widely used by other California cities and counties to evaluate the cost of providing service. It is generally understood that the larger and more complex a project is, more time and effort that is required to provide the service. Project valuation also follows that trend where additional square footage for a building type increase the total valuation. At the same time different construction projects carry different costs of construction per square foot that correspond to more complex construction needs and would also correspond to additional plan review and inspection time needed by staff. So, by using a combination of project valuation and historical revenue figures to calculate a cost multiplier and a cost recovery analysis for historical and anticipated future construction trends, current cost recovery along with variability in charges due to project type and scale is determined. The result of the cost analysis completed using fee activity going back to fiscal year 2008 for Building Permits and found that the program is currently operating at 96% cost recovery. It is recommended that the fees be increased to raise cost recovery to 100%, which would require a 3.8% increase. Current and new fees are detailed in [Appendix C](#).

The analysis of Planning Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that flat rate fees were regularly set below the full cost of providing the service. It is recommended that the City set most Planning Division fees at 100% cost recovery for most fees as detailed in [Appendix C](#). As a result, there would be:

- an increase to 42 fees;
- 6 fees would decrease;
- 12 new fees will be added;
- 10 fees would remain as currently set, and;
- The average fee change would be 24% for flat fee services as detailed in [Appendix C](#).

## Appendix A – Total Allowable Cost to be Recovered

Below are the total department costs for those departments included in the fee study. However, only a percentage of the total cost is realized as staff does not just work on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, passthrough contract costs, and any other costs that are charged directly to the service requestor.

### City of Gilroy - User Fee Overhead Rate Calculations

Department	Salary and Benefits	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
100: CITY CLERK	221,948	54,287	24.5%	0.0%
100: COMMUNICATIONS & ENGAGEMENT	169,493	18,500	10.9%	0.0%
100: COMMUNITY DEVELOPMENT	3,105,012	66,046	2.1%	7.5%
100: COUNCIL	210,303	11,684	5.6%	0.0%
100: FINANCE	669,039	32,087	4.8%	0.0%
100: FIRE	10,570,948	418,200	4.0%	6.8%
100: HUMAN RESOURCES	872,866	401,810	46.0%	0.0%
100: POLICE	20,103,405	538,077	2.7%	7.4%
100: PUBLIC WORKS	2,559,761	296,340	11.6%	6.1%
254: COMMUNITY DEVELOPMENT BLOCK GRANT	81,337	118,433	145.6%	3.6%
259: HOUSING TRUST FUND	256,581	4,350	1.7%	5.1%
268: REACT TASK FORCE	257,455	-	0.0%	6.8%
290: COMMUNITY RECREATION	865,854	120,245	13.9%	7.2%
600: FLEET INTERNAL SERVICE FUND	602,298	98,715	16.4%	6.9%
651: FACILITIES INTERNAL SERVICE FUND	718,637	787,098	109.5%	3.9%
690: INFORMATION TECHNOLOGY INTERNAL SERVICE FUND	674,387	794,523	117.8%	4.5%
700: SEWER ENTERPRISE FUND	3,425,441	150,114	4.4%	9.5%
720: WATER ENTERPRISE FUND	3,554,536	442,550	12.5%	5.7%

## Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates (FBHR's) of staff positions that provide for the services detailed in **Appendix C**. The FBHR's were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position as determined by the department they are assigned to. Positions of the same title will have different fully burdened hourly rates due to the different overhead factors of the departments. Refer previously to **Appendix A** for identifying the percentage overheads for each department. For any user fee service request that is outside the scope of the fees detailed in **Appendix C**, or for services for which there is no fee currently set, the City can notify and charge up to the full cost of the personnel, third party, or material cost involved to the service requestor.

### City of Gilroy - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
<b>Position Rates</b>		
100: CITY ADMINISTRATOR	Administator - CITY ADMINISTRATOR	224.90
100: CITY ADMINISTRATOR	Administator - ECONOMIC DEVELOPMENT MANAGER	133.95
100: CITY ADMINISTRATOR	Administator - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	100.10
100: CITY ADMINISTRATOR	Administator - PROGRAM ADMINISTRATOR	150.19
100: COMMUNITY DEVELOPMENT	CD - BUILDING INSPECTOR 1	103.33
100: COMMUNITY DEVELOPMENT	CD - BUILDING INSPECTOR 2	121.11
100: COMMUNITY DEVELOPMENT	CD - BUILDING OFFICIAL	135.03
100: COMMUNITY DEVELOPMENT	CD - CODE ENFORCEMENT OFFICER	116.20
100: COMMUNITY DEVELOPMENT	CD - COMMUNITY DEVELOPMENT DIRECTOR	193.73
100: COMMUNITY DEVELOPMENT	CD - CUSTOMER SERVICE MANAGER	155.77
100: COMMUNITY DEVELOPMENT	CD - DEPUTY FIRE MARSHAL/HAZ MAT SUPERVISOR	149.39
100: COMMUNITY DEVELOPMENT	CD - GIS COORDINATOR	109.18
100: COMMUNITY DEVELOPMENT	CD - HAZARDOUS MATERIALS INSPECTOR 1	97.30
100: COMMUNITY DEVELOPMENT	CD - HAZARDOUS MATERIALS INSPECTOR 2	120.97
100: COMMUNITY DEVELOPMENT	CD - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	84.06
100: COMMUNITY DEVELOPMENT	CD - MANAGEMENT ASSISTANT	93.48
100: COMMUNITY DEVELOPMENT	CD - OFFICE ASSISTANT 2	56.26
100: COMMUNITY DEVELOPMENT	CD - PERMIT TECHNICIAN	77.61
100: COMMUNITY DEVELOPMENT	CD - PLANNER 2	107.28
100: COMMUNITY DEVELOPMENT	CD - PLANNING TECHNICIAN	78.58
100: COMMUNITY DEVELOPMENT	CD - SENIOR PLANNER	150.27
100: CITY CLERK	Clerk - CITY CLERK	140.65
100: COMMUNICATIONS & ENGAGEMENT	Communications - COMMUNICATION & ENGAGEMENT MANAGER	123.91
100: COUNCIL	Council - COUNCIL MEMBER	19.05
100: COUNCIL	Council - MAYOR	21.90
100: FINANCE	Finance - ACCOUNTANT 2	99.45
100: FINANCE	Finance - ACCOUNTING ASSISTANT 2	89.19
100: FINANCE	Finance - ACCOUNTING TECHNICIAN 2 - PAYROLL	98.17
100: FINANCE	Finance - BUDGET/FINANCE ANALYST (NON-CONFIDENTIAL)	104.49
100: FINANCE	Finance - FINANCE DIRECTOR	201.55

## City of Gilroy - User Fee

### Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
<b>Position Rates</b>		
100: FINANCE	Finance - FINANCE MANAGER	127.20
100: FINANCE	Finance - SENIOR MANAGEMENT ANALYST (CONFIDENTIAL)	114.42
100: FIRE	Fire - FIRE ADMINISTRATION TECHNICIAN	56.71
100: FIRE	Fire - FIRE CAPTAIN	177.39
100: FIRE	Fire - FIRE CHIEF	217.57
100: FIRE	Fire - FIRE DIVISION CHIEF	213.29
100: FIRE	Fire - FIRE ENGINEER	159.49
100: FIRE	Fire - FIREFIGHTER 1	128.62
100: FIRE	Fire - FIREFIGHTER 2	151.92
100: FIRE	Fire - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	100.32
100: HUMAN RESOURCES	HR - HUMAN RESOURCES ANALYST	130.73
100: HUMAN RESOURCES	HR - HUMAN RESOURCES ASSISTANT 2	117.46
100: HUMAN RESOURCES	HR - HUMAN RESOURCES DIRECTOR/RISK MANAGER	278.73
100: HUMAN RESOURCES	HR - HUMAN RESOURCES TECHNICIAN 1	131.36
100: HUMAN RESOURCES	HR - SENIOR HUMAN RESOURCES ANALYST	155.72
100: POLICE	Police - COMMUNITY SERVICES OFFICER	77.02
100: POLICE	Police - CRIME ANALYSIS/RECORDS/PROP&EVIDENCE MGR	152.81
100: POLICE	Police - DETENTION SERVICES OFFICER	118.40
100: POLICE	Police - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	96.35
100: POLICE	Police - MANAGEMENT ASSISTANT	77.15
100: POLICE	Police - MULTI-SERVICE OFFICER	125.05
100: POLICE	Police - OFFICE ASSISTANT 2	82.27
100: POLICE	Police - POLICE CAPTAIN	209.17
100: POLICE	Police - POLICE CHIEF	254.17
100: POLICE	Police - POLICE CORPORAL	167.89
100: POLICE	Police - POLICE OFFICER	153.53
100: POLICE	Police - POLICE RECORDS TECHNICIAN 1	70.97
100: POLICE	Police - POLICE RECORDS TECHNICIAN 2	74.70
100: POLICE	Police - POLICE SERGEANT	187.14
100: POLICE	Police - PROPERTY AND EVIDENCE TECHNICIAN	88.14
100: POLICE	Police - PUBLIC SAFETY COMMUNICATIONS SUPERVISOR	137.94
100: POLICE	Police - PUBLIC SAFETY COMMUNICATOR	110.44
100: POLICE	Police - PUBLIC SAFETY COMMUNICATOR TRAINEE	78.89
100: POLICE	Police - SENIOR POLICE RECORDS TECHNICIAN	96.07
100: POLICE	Police - YOUTH TASK FORCE COORDINATOR	100.66
100: PUBLIC WORKS	PW - CITY ENGINEER/TRANSPORTATION ENGINEER	199.86
100: PUBLIC WORKS	PW - DEPUTY DIRECTOR OF PUBLIC WORKS - OPS	186.17
100: PUBLIC WORKS	PW - ENGINEER 2	134.48
100: PUBLIC WORKS	PW - ENGINEERING TECHNICIAN/INSPECTOR 2	95.67
100: PUBLIC WORKS	PW - ENGINEERING TECHNICIAN/INSPECTOR 3	96.86
100: PUBLIC WORKS	PW - MAINTENANCE WORKER 1	86.61
100: PUBLIC WORKS	PW - MAINTENANCE WORKER 2	92.84
100: PUBLIC WORKS	PW - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	114.67
100: PUBLIC WORKS	PW - MANAGEMENT ASSISTANT	98.36
100: PUBLIC WORKS	PW - OPERATIONS SERVICES SUPERVISOR	115.18
100: PUBLIC WORKS	PW - PUBLIC WORKS DIRECTOR/CITY ENGINEER	215.83

## City of Gilroy - User Fee

### Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
<b>Position Rates</b>		
100: PUBLIC WORKS	PW - SENIOR CIVIL ENGINEER	162.68
100: PUBLIC WORKS	PW - SENIOR MANAGEMENT ANALYST	136.42
254: COMMUNITY DEVELOPMENT BLOCK GRANT	Fund 254 - HCD TECHNICIAN 2	208.64
254: COMMUNITY DEVELOPMENT BLOCK GRANT	Fund 254 - PROGRAM ADMINISTRATOR	361.59
259: HOUSING TRUST FUND	Fund 259 - HCD TECHNICIAN 2	87.59
259: HOUSING TRUST FUND	Fund 259 - PROGRAM ADMINISTRATOR	151.81
268: REACT TASK FORCE	Fund 268 - POLICE OFFICER	160.56
290: COMMUNITY RECREATION	Fund 290 - COMMUNITY COORDINATOR	82.57
290: COMMUNITY RECREATION	Fund 290 - RECREATION COORDINATOR	98.98
290: COMMUNITY RECREATION	Fund 290 - RECREATION MANAGER	152.78
290: COMMUNITY RECREATION	Fund 290 - SENIOR MANAGEMENT ANALYST (CONFIDENTIAL)	133.26
600: FLEET INTERNAL SERVICE FUND	Fund 600 - EQUIPMENT MECHANIC	95.55
600: FLEET INTERNAL SERVICE FUND	Fund 600 - FLEET SUPERINTENDENT	118.53
600: FLEET INTERNAL SERVICE FUND	Fund 600 - SENIOR EQUIPMENT MECHANIC	104.70
651: FACILITIES INTERNAL SERVICE FUND	Fund 651 - FACILITIES MAINTENANCE SPECIALIST	165.59
651: FACILITIES INTERNAL SERVICE FUND	Fund 651 - FACILITIES SUPERINTENDENT	248.34
651: FACILITIES INTERNAL SERVICE FUND	Fund 651 - SENIOR CUSTODIAN	171.34
690: INFORMATION TECHNOLOGY INTERNAL SERVICE FUND	Fund 690 - INFORMATION TECHNOLOGY APPLICATIONS ANALYST	203.84
690: INFORMATION TECHNOLOGY INTERNAL SERVICE FUND	Fund 690 - INFORMATION TECHNOLOGY MANAGER	337.55
690: INFORMATION TECHNOLOGY INTERNAL SERVICE FUND	Fund 690 - INFORMATION TECHNOLOGY TECHNICIAN 1	141.84
690: INFORMATION TECHNOLOGY INTERNAL SERVICE FUND	Fund 690 - PUBLIC SAFETY SYSTEMS ADMINISTRATOR	260.20
700: SEWER ENTERPRISE FUND	Fund 700 - ACCOUNTANT 2	108.46
700: SEWER ENTERPRISE FUND	Fund 700 - ACCOUNTING ASSISTANT 1	80.44
700: SEWER ENTERPRISE FUND	Fund 700 - ACCOUNTING ASSISTANT 2	89.67
700: SEWER ENTERPRISE FUND	Fund 700 - ACCOUNTING TECHNICIAN 2	109.65
700: SEWER ENTERPRISE FUND	Fund 700 - ACCOUNTING TECHNICIAN 2 - PAYROLL	107.06
700: SEWER ENTERPRISE FUND	Fund 700 - BUDGET/FINANCE ANALYST (NON-CONFIDENTIAL)	113.96
700: SEWER ENTERPRISE FUND	Fund 700 - CITY ENGINEER/TRANSPORTATION ENGINEER	192.86
700: SEWER ENTERPRISE FUND	Fund 700 - DEPUTY DIRECTOR OF PUBLIC WORKS - OPS	179.65
700: SEWER ENTERPRISE FUND	Fund 700 - ENGINEER 1	110.21
700: SEWER ENTERPRISE FUND	Fund 700 - ENGINEER 2	137.09
700: SEWER ENTERPRISE FUND	Fund 700 - ENGINEERING TECHNICIAN/INSPECTOR 3	93.46
700: SEWER ENTERPRISE FUND	Fund 700 - FINANCE DIRECTOR	219.81
700: SEWER ENTERPRISE FUND	Fund 700 - FINANCE MANAGER	138.72
700: SEWER ENTERPRISE FUND	Fund 700 - GIS COORDINATOR	113.68
700: SEWER ENTERPRISE FUND	Fund 700 - MAINTENANCE WORKER 1	74.43
700: SEWER ENTERPRISE FUND	Fund 700 - MAINTENANCE WORKER 2	87.29
700: SEWER ENTERPRISE FUND	Fund 700 - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	113.96
700: SEWER ENTERPRISE FUND	Fund 700 - MANAGEMENT ASSISTANT	93.71
700: SEWER ENTERPRISE FUND	Fund 700 - OPERATIONS SERVICES SUPERVISOR	112.69
700: SEWER ENTERPRISE FUND	Fund 700 - PUBLIC WORKS DIRECTOR/CITY ENGINEER	208.27
700: SEWER ENTERPRISE FUND	Fund 700 - SENIOR CIVIL ENGINEER	156.98
700: SEWER ENTERPRISE FUND	Fund 700 - SENIOR ENVIRONMENTAL ENGINEER	156.98
700: SEWER ENTERPRISE FUND	Fund 700 - SENIOR MAINTENANCE WORKER - STREETS	107.02
700: SEWER ENTERPRISE FUND	Fund 700 - SENIOR MANAGEMENT ANALYST	131.64
700: SEWER ENTERPRISE FUND	Fund 700 - SENIOR MANAGEMENT ANALYST (CONFIDENTIAL)	124.79
720: WATER ENTERPRISE FUND	Fund 720 - ACCOUNTANT 2	112.84
720: WATER ENTERPRISE FUND	Fund 720 - ACCOUNTING ASSISTANT 1	83.68
720: WATER ENTERPRISE FUND	Fund 720 - ACCOUNTING ASSISTANT 2	93.28
720: WATER ENTERPRISE FUND	Fund 720 - ACCOUNTING TECHNICIAN 2	114.07
720: WATER ENTERPRISE FUND	Fund 720 - ACCOUNTING TECHNICIAN 2 - PAYROLL	111.38
720: WATER ENTERPRISE FUND	Fund 720 - BUDGET/FINANCE ANALYST (NON-CONFIDENTIAL)	118.55

City of Gilroy - User Fee  
**Fully Burdened Hourly Rate Calculation**

Department	Position	Fully Burdened Hourly Rate
<b>Position Rates</b>		
720: WATER ENTERPRISE FUND	Fund 720 - CITY ENGINEER/TRANSPORTATION ENGINEER	200.64
720: WATER ENTERPRISE FUND	Fund 720 - DEPUTY DIRECTOR OF PUBLIC WORKS - OPS	186.89
720: WATER ENTERPRISE FUND	Fund 720 - ENGINEER 1	114.65
720: WATER ENTERPRISE FUND	Fund 720 - ENGINEER 2	142.61
720: WATER ENTERPRISE FUND	Fund 720 - ENGINEERING TECHNICIAN/INSPECTOR 3	97.23
720: WATER ENTERPRISE FUND	Fund 720 - FINANCE DIRECTOR	228.67
720: WATER ENTERPRISE FUND	Fund 720 - FINANCE MANAGER	144.32
720: WATER ENTERPRISE FUND	Fund 720 - GIS COORDINATOR	118.26
720: WATER ENTERPRISE FUND	Fund 720 - MAINTENANCE WORKER 1	77.27
720: WATER ENTERPRISE FUND	Fund 720 - MAINTENANCE WORKER 2	90.92
720: WATER ENTERPRISE FUND	Fund 720 - MANAGEMENT ANALYST (NON-CONFIDENTIAL)	118.55
720: WATER ENTERPRISE FUND	Fund 720 - MANAGEMENT ASSISTANT	97.49
720: WATER ENTERPRISE FUND	Fund 720 - OPERATIONS SERVICES SUPERVISOR	125.35
720: WATER ENTERPRISE FUND	Fund 720 - PUBLIC WORKS DIRECTOR/CITY ENGINEER	216.67
720: WATER ENTERPRISE FUND	Fund 720 - SENIOR CIVIL ENGINEER	163.31
720: WATER ENTERPRISE FUND	Fund 720 - SENIOR MAINTENANCE WORKER - WATER	109.91
720: WATER ENTERPRISE FUND	Fund 720 - SENIOR MANAGEMENT ANALYST	136.95
720: WATER ENTERPRISE FUND	Fund 720 - SENIOR MANAGEMENT ANALYST (CONFIDENTIAL)	129.82

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## Appendix C – Cost Recovery Analysis

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The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees in which the full cost, existing fee and suggested fee is listed as “NA,” the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one to one basis, a full cost was not calculated (for penalties, fines, and facility use), or when there is not a current fee amount to compare against.

**General Administration**

#	Description	Current Fee/Charge	Unit	Notes
	<b>Miscellaneous</b>			City Code Section 7.1.(a)
1	Letter of Verification, Certification & Clearance	Department(s)/Division(s) hourly rates plus direct cost		
2	Notice of Intent to Circulate Filing Fee	200.00		(EC 9202(b))
3	Research	Department(s)/Division(s) hourly rates plus direct cost		minimum ½ hour
4	Special Services/Inspections	Department(s)/Division(s) hourly rates plus direct cost After Hours: Calculated Rate at time and a half		minimum 3 hours if called back after hours
5	Notary Fee	New		Maximum fees established by GC 8211
	<b>Reproduction Fees</b>			(City Code Section 7.1. (a), 17A.29 & Res. 2008-55)
6	Agendas/Agenda Packet/Minutes of all Policy Body Meetings (City-wide)	0.01	Per page + postage	
7	Meeting Audio and Video Recordings (City-wide)	Direct Costs of Medium Used		
8	Audio and Video Recording Transcription	Department(s)/Division(s) hourly rates plus direct cost		
9	Fair Political Practices Commission (FPPC) Filings Copies	0.10	Per Page	
10	Photo Copies (City-wide)	0.10	Per page + postage	
11	Other reproductions onto USB	Direct Costs of Medium Used		
12	Microfilm Reproduction	New		
	<b>Subpoena</b>			
13	Subpoena Duces Tecum - standard page	0.10	per page	Actual cost for oversize plus personnel costs and postage
14	Subpoena Duces Tecum - microfilm	0.20	per microfilm	Actual cost for oversize plus personnel costs and postage
15	Subpoena Duces Tecum - personnel cost	6.00	per 1/4 hr	plus postage costs
16	City Employees Subpoenaed as Witness	275.00	per day minimum deposit	Government Code Sections 68096.1 and 68097.2. Actual cost to be determined. If less than min deposit, difference to be refunded, if more than min deposit, additional expense to be billed

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	Department(s)/Division(s) hourly rates plus direct cost	\$0
NA	NA	\$200.00	\$0
NA	NA	Department(s)/Division(s) hourly rates plus direct cost	\$0
NA	NA	Department(s)/Division(s) hourly rates plus direct cost After Hours: Calculated Rate at time and a half	\$0
NA	NA	Maximum	NA
NA	NA	\$0.01	\$0
NA	NA	Direct Costs of Medium Used	\$0
NA	NA	Department(s)/Division(s) hourly rates plus direct cost	\$0
NA	NA	\$0.10	\$0
NA	NA	\$0.10	\$0
NA	NA	Direct Costs of Medium Used	\$0
NA	NA	Actual Cost	\$0
NA	NA	\$0.10	\$0
Variable	NA	Actual Cost	NA
\$17.74	66%	\$15.85	\$10
NA	NA	\$275.00	\$0

#	Description	Current Fee/Charge	Unit	Notes	Code
	<u>Licenses due January 1st of each year</u>				City Code Section 7.1. (a)) (City Code Chapter 13, Article IV and City Code Section 16A.6)
	Business License Regulatory Review/Inspection Fees				(City Code Section 13.39)
1	Change (other than location of ownership) Renewal/Reprint	15.00			
	Business Licenses - New/moved/change in location or ownership				
2	Commercial/Industrial - No Fire/Bldg Inspections Required	120.00			
3	Commercial/Industrial - Only Fire Inspection Required	250.00			
4	Commercial/Industrial - Fire & Building Inspections Required	370.00			
5	Home Occupation	70.00			
6	Salon Space/Out-of-town business service address	30.00			
7	Pretreatment/CUPA Review	40.00			
8	Police Regulated Business Review	190.00		If fee is not covered under the cost of permit	
9	Retail, wholesale business, manufacturing, food processors with a fixed place of business within the city limits.			a.New businesses will pay on estimated gross receipts for partial year and first full year's license. b.Fees for subsequent years will be based upon annual gross receipts as follows: (Each branch location will be reported separately)	City Code Sections 13.43 and 13.44(a)
	\$ 0 - \$ 40,000	40.00	Annually		
	\$ 40,001 - \$ 140,000	80.00	Annually		
	\$140,001 - \$ 240,000	120.00	Annually		
	\$240,001 - \$ 340,000	160.00	Annually		
	\$340,001 - \$ 540,000	200.00	Annually		
	\$540,001 - \$ 740,000	240.00	Annually		
	\$740,001 - \$ 940,000	280.00	Annually		
	\$940,001 - \$1,140,000	320.00	Annually	Additional \$20 per year for each \$200,000, or any portion thereof.	
	\$ 17,740,001 or more	2,000.00	Annually		
10	Apartments (at one location or address) <u>Number of Units</u>				
	0 - 2	0.00	Annually		
	3 - 5	40.00	Annually		
	6 - 20	80.00	Annually		
	21 - 40	120.00	Annually		
	41 - 60	160.00	Annually		
	61 - 80	200.00	Annually		
	81 - 100	240.00	Annually		
	101 - Over	280.00	Annually		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$44.59	66%	\$44.00	\$29
\$183.61	35%	\$183.00	\$63
\$439.90	43%	\$439.00	\$189
\$454.10	19%	\$454.00	\$84
\$161.53	57%	\$161.00	\$91
\$30.32	1%	\$30.00	\$0
\$24.19	-65%	\$24.00	(\$16)
\$255.90	26%	\$255.00	\$65
NA	NA	\$40.00	\$0
NA	NA	\$80.00	\$0
NA	NA	\$120.00	\$0
NA	NA	\$160.00	\$0
NA	NA	\$200.00	\$0
NA	NA	\$240.00	\$0
NA	NA	\$280.00	\$0
NA	NA	\$320.00	\$0
NA	NA	\$2,000.00	\$0
NA	NA	\$0.00	\$0
NA	NA	\$40.00	\$0
NA	NA	\$80.00	\$0
NA	NA	\$120.00	\$0
NA	NA	\$160.00	\$0
NA	NA	\$200.00	\$0
NA	NA	\$240.00	\$0
NA	NA	\$280.00	\$0

Finance

#	Description	Current Fee/Charge	Unit	Notes	Code
	Licenses due July 1st of each year				(City Code Section 13.40-42)
11	Circus, Menagerie, Bullfight, Amusement Ride, Carnival, Fair, etc.	200.00	For first Day	\$150.00 for each additional day	(City Code Section 13.44(c))
12	Contractors/Sub-Contractors	90.00	Semi-Annual		
13	Contractors/Sub-Contractors	150.00	Annual		
14	Motor Vehicles	50.00	Annually	(delivery trucks, taxicabs*, tow trucks*, ambulances, etc.) *Note: Also needs permit	(City Code Section 13.42)
15	Non-Professional business-type services (primary service function)	50.00	Annually		
16	Seasonal Sales Stands	50.00		(Christmas trees, fireworks, pumpkin patch, etc.)	(City Code Section 13.44)
17	Transient Business License	100.00	Annually	Also needs permit	
18	Transient Business License - (Peddlers, Solicitors, Vendors, Vehicle, Wagon, Pushcart)	50.00	Monthly		
19	Vending/Music/Amusement Machines	10.00	per machine/annually		(City Code Section 13.40)
	Miscellaneous Fees				
20	ACPP (Abandoned Cart Prevention Plan) Review Fee	125.00	per plan		(City Code Section 19A.20)
21	Abandoned Shopping Carts	115.00	per cart		(City Code Section 19A.11)
22	Downtown Vacant Building Registration	120.00	annual registration		(Ordinance No. 2012-02)
23	Delinquent Account Receivables	Finance/Utility Division hourly rate + direct costs			(City Code Section 7.1. (a))
24	Interest Rate	1.5%	per month		(City Code Section 2.43(f))
25	Refuse Collection Lien Process	Administration Fee based on total cost to City			(City Code Section 12.23-10)
26	Returned Check Fee	25.00	first check, \$35.00 subsequent checks	triple the amount of check if under California Civil "mailed by certified mail."	(California Civil Code Section 1719(a))
27	Garage Sale License	0.00	per event	1 event allowed per cal. Year	(City Code Section 13.44 (d))

Sanitary Sewer Service

#	Description	Current Fee/Charge	Unit	Notes	City Code
28	Deposits - Residential	50.00			(City Code Chapter 19, Article VI)
29	Deposits - Commercial*	75.00/250.00/Amount determined by Finance Dept.			(City Code Chapter 19, Article VI)
30	Deposits - Per Apartment Unit	20.00			(City Code Chapter 19, Article VI)

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$200.00	\$0
NA	NA	\$90.00	\$0
NA	NA	\$150.00	\$0
NA	NA	\$50.00	\$0
NA	NA	\$50.00	\$0
NA	NA	\$50.00	\$0
NA	NA	\$100.00	\$0
NA	NA	\$50.00	\$0
NA	NA	\$10.00	\$0
\$116.20	-8%	\$116.00	(\$9)
\$153.49	25%	\$153.00	\$38
\$87.15	-38%	\$87.00	(\$33)
NA	NA	Finance/Utility Division hourly rate + direct costs	\$0
NA	NA	\$0.02	\$0
NA	NA	Administration Fee based on total cost to City	\$0
NA	NA	\$25.00	\$0
\$11.19	100%	\$0.00	\$0

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$200.00	\$150
NA	NA	\$175/\$3,500/ Amount determined by Finance Dept.	\$100
NA	NA	\$160.00	\$140

Finance

#	Description	Current Fee/Charge	Unit	Notes	Code
31	Sewer Service Initiation Fee	10.00			(City Code Chapter 19, Article VI)

Water Service

#	Description	Current Fee/Charge	Unit	Notes	Code
32	Deposits - Residential	50.00			(City Code Section 27.42)
33	Deposits - Commercial*	75.00/250.00/or higher amount determined by Finance Dept.			(City Code Section 27.42)
34	Deposits - Per Apartment Unit	20.00			(City Code Section 27.42)
35	Service Charge - Backflow Inspection	37.00	per device		
36	Service Charge - Construction Water	3.00	f.f + \$182.73/acre		
37	Delinquent Services	70.00			
38	Delinquent Services - Over-time	15.00	additional		
39	Delinquent Services - Call-out	130.00	additional		
40	Delinquent Services - Locking Services Required	45.00	additional		
41	Delinquent Services - Locking Services Broken	20.00	additional		
	Meter				
42	Removal	60.00			
43	Test - 1 1/2" and over	75.00			
44	Test - 3/4" to 1"	140.00			
	Portable Fire Hydrant Meter				
45	Deposit	1,000.00	per meter		
46	Usage	65.00 +\$4.65/1,000 gals		Hillside Pressure Rate per 1,000 gals. Zone 2 \$5.40 Zone 3 \$6.16	
	Water Meters***				
47	Water Meter - 5/8 x 3/4 inch	674.67		Basic Cost - \$417.48 + Angle Stop - \$77.81 + Corporation Stop & Tap - \$179.38	
48	Water Meter - 1 inch	744.50		Basic Cost - \$487.31 + Angle Stop - \$77.81 + Corporation Stop & Tap - \$179.39	
49	Water Meter - 1 1/2 inch	1,291.03		Basic Cost - \$889.13 + Angle Stop - \$167.87 + Corporation Stop & Tap - \$234.03	
50	Water Meter - 2 inch	1,626.11		Basic Cost - \$1,111.42 + Angle Stop - \$213.97 + Corporation Stop & Tap - \$300.72	
51	Water Meter - 2 inch Omni T2	1,386.34			
52	Water Meter - 3 inch Omni T2	1,605.15			
53	Water Meter - 4 inch Omni T2	2,823.49			
54	Water Meter - 3 inch Omni C2	2,074.64			
55	Water Meter - 4 inch Omni C2	3,368.76			
56	Water Meter - 6 inch Omni C2	5,587.26			
57	Water Meter - 8 inch Omni C2	New			
58	Water Meter - 3 inch Fire Hydrant Meter	971.29			
59	Water Meter - Flange to 1" Meter Adapter	75.00			
60	Water Meter - Special Order processing fee	40.00			

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$18.66	46%	\$18.00	\$8

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$200.00	\$150
NA	NA	\$175/\$3,500/ Amount determined by Finance Dept.	\$100
NA	NA	\$160.00	\$140
\$58.51	37%	\$58.00	\$21
NA	NA	\$3.00	\$0
NA	NA	\$50.00	(\$20)
NA	NA	\$15.00	\$0
NA	NA	\$150.00	\$20
NA	NA	\$45.00	\$0
NA	NA	\$20.00	\$0
\$77.52	23%	\$77.00	\$17
\$100.25	25%	\$100.00	\$25
\$181.83	23%	\$181.00	\$41
NA	NA	\$1,000.00	\$0
NA	NA	65.00 +\$4.65/1,000 gals	\$0
\$714.55	6%	\$714.00	\$39
\$820.40	9%	\$820.00	\$76
\$1,436.04	10%	\$1,436.00	\$145
\$1,900.38	14%	\$1,900.00	\$274
\$1,434.26	3%	\$1,434.00	\$48
\$2,417.47	34%	\$2,417.00	\$812
\$2,806.84	-1%	\$2,806.00	(\$17)
\$2,417.47	14%	\$2,417.00	\$342
\$3,900.48	14%	\$3,900.00	\$531
\$6,467.10	14%	\$6,467.00	\$880
\$10,293.02	NA	\$10,293.00	NA
\$1,500.47	35%	\$1,500.00	\$529
\$75.00	0%	\$75.00	\$0
\$54.95	27%	\$54.00	\$14

#	Description	Current Fee/Charge	Unit	Notes	Code
61	Water Tanker Truck	20.00	First 6,000 gals	plus \$4.65/1,000 gals after	
62	Water Service Initiation Fee - Over-time	50.00			
63	Water Service Initiation Fee	15.00	additional		
64	Water Service Initiation Fee - Call-out	130.00	additional		
65	Credit Card Processing Fee (pass-through) Non-Utility	New	per transaction	This is a pass-through cost from merchant processor.	
66	Credit Card Processing Fee (pass-through) Utility	New	per transaction	This is a pass-through cost from merchant processor.	
67	ACH/e-check	New	per transaction	This is a pass-through cost from merchant processor.	

\* Commercial accounts paying the higher sewer base amount will pay \$250.00, or a higher amount determined by Finance Department.

\*\* If applications for both are submitted and processed at the same time, the fee will be \$ 405.00 + 40.50 = \$ 445.50.

\*\*\* Rates for larger meters will be established by the Finance Department, as necessary

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$20.00	\$0
\$64.11	22%	\$64.00	\$14
\$22.73	34%	\$22.00	\$7
\$227.29	43%	\$227.00	\$97
NA	NA	3%	NA
NA	NA	\$3.50	NA
NA	NA	\$0.75	NA

**South County Regional Wastewater Authority**

Fees					
#	Description	Current Fee/Charge	Unit	Notes	Code
1	Board Agendas/Packet	0.01	per page	plus mailing	
2	Pool Drain Inspection	80.00			
	Pretreatment Fees				(Authority City Code Section 19.106(b))
3	Inspection Fee	Division hourly rate		Activities shall include time for inspection, monitoring, travel, reports, research, plus actual cost consulting, paperwork and any office time that relates to the industrial user.	
4	Re-Inspection Fee	New	per hour	1/2 hour minimum	
5	Septage Hauler Treatment Service Fees	0.15	per gal		(Ord. 93-2)
6	Reproduction	0.10	per page		
7	Special Event Fee- Plan Check Fee*	125.00			
8	Special Event Fee- Event Fee*	125.00	per hour	with 1 hour minimum + 50% after hours and travel time	
9	Surcharge - BOD in excess of 300 mg/l	0.95	per lb of BOD		
10	Surcharge - TSS in excess of 300 mg/l	0.23	per lb of TSS		
11	Pretreatment Final Inspection	Division hourly rate	per hour		
12	Pretreatment Plan-check	Division hourly rate	per hour		
13	Pretreatment re-inspection	Division hourly rate		1/2 hour minimum	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$0.01	\$0
\$183.95	57%	\$183.00	\$103
NA	NA	Division hourly rate	\$0
\$214.58	NA	\$214.00	NA
NA	NA	\$0.15	\$0
\$6.05	98%	\$0.10	\$0
\$149.39	16%	\$149.00	\$24
\$195.67	36%	\$171.00	\$46
NA	NA	\$0.95	\$0
NA	NA	\$0.23	\$0
\$135.18	NA	\$135.00	NA
\$135.18	NA	\$135.00	NA
\$135.18	NA	\$135.00	NA

\*The number of inspectors necessary to monitor an event shall be determined by the Program Administrator. Factors to be considered shall be the number of vendors and area to be monitored.

**Public Works**

Special Public Works Services				
#	Description	Current Fee/Charge	Unit	Notes
1	Subdivision Map Check <sup>(A)</sup> - Final Map	1,755.00		+\$15.70/lot
2	Subdivision Map Check <sup>(A)</sup> - Parcel Map	2,035.00		+\$630.00/lot
3	Subdivision Map Check <sup>(A)</sup> - Re-assessment Map	1,710.00		+\$630.00/lot plus customer assessment consultant
4	Certificate of Compliance (Lot Line Adjustment, Lot Merger)	500.00	per certificate	
5	Community Facilities District Formation Fee	5,000.00		
6	Encroachment Permit *based on total cost of public right-of-way improvements	360.00		Plus % cost of the improvement constructed in ROW
7	\$0.00 - \$100,000	12.60%		
8	\$100,001 - \$200,000	10.50%		
9	Over \$200,000	8.40%		
10	Re-submittal Review after 3 submittals	Division(s) hourly rate		2 hour minimum
11	Annual Utility Encroachment Permit	5000 + 200 for each base permit	Annually	Allows staff to issue one annual permit and then bill utility company monthly for additional individual permits
12	Additional Visit	New		
13	Community Event Banner Fee	200.00		
14	Oversize Transportation Permits - Single Trip	16.00		
15	Oversize Transportation Permits - Annual Permit	90.00		
16	Oversize Transportation Permits - Repetitive Permit	90.00		
17	Impact Fee Deferral	285.00		+ \$25.00/additional lot same address plus Expungement Fee \$180.00

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$8,000 Deposit + \$220/hr	NA
NA	NA	\$5,000 Deposit + \$220/hr	NA
NA	NA	\$5,000 Deposit + \$220/hr	NA
NA	NA	\$2,500 Deposit + \$220/hr	NA
NA	NA	\$6,500 Deposit	NA
\$401.13	10%	\$401.00	\$41
NA	NA	12.60%	\$0
NA	NA	10.50%	\$0
NA	NA	8.40%	\$0
NA	NA	Division(s) hourly rate	\$0
\$8,134.05	NA	\$7,500.00	\$2,500
NA	NA	FBHR	NA
\$657.85	70%	\$657.00	\$457
NA	NA	\$16.00	\$0
NA	NA	\$90.00	\$0
NA	NA	\$90.00	\$0
\$411.87	31%	\$411 + \$32.00/additional lot same address plus Expungement Fee \$234.00	\$126

**Public Works**

Special Public Works Services				
#	Description	Current Fee/Charge	Unit	Notes
18	Special Cost Schedules, Agreements, Right of Way Reviews and other Misc Services	185.00	per hour	
19	Special Staff Analysis <sup>(A)</sup>	Division(s) hourly rate for public works engineering review and inspection services on specified applications applicable in Resolution 2014-14		Deposit Required
20	Special Legal Review	City Attorney Hourly Rate		Deposit Required
21	Curb Painting/Signage Request	New		Red/Green/Yellow/White Parking Restriction Upon Request by Property Owner
22	Driveway Red Tipping	New		Red Tipping Driveway for Visibility

Improvement Plan Check and Inspection Fees <sup>(A)</sup>				
#	Description	Current Fee/Charge	Unit	Notes
23	Additional plan review required by changes, additions or revisions to approved plans	Division(s) hourly rate		2 hour minimum
24	Re-inspection fee and fee for inspections not shown	125.00	per hour	Minimum charge-one half hour
25	Inspections outside of normal business hours Improvement Plan Check and Inspection Fees	475.00		+ 160.00/hour after 3 hours

\*At time of Improvement Plan/Final Map submittal 40% of fee is due for Plan Check. Remainder 60% due prior to submittal of Final Map for Council approval

Stormwater				
#	Description	Current Fee/Charge	Unit	Notes
26	Stormwater Post Construction BMP Initial Setup Fee - Base Fee and First BMP	New		
27	Stormwater Post Construction BMP Initial Setup Fee - Additional BMP	New		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	City Attorney Hourly Rate	\$0
NA	NA	Division(s) hourly rate for public works engineering review and inspection services on specified applications applicable in Resolution 2014-14	\$0
NA	NA	City Attorney Hourly Rate	\$0
\$467.74	NA	\$467.00	NA
\$357.53	NA	\$357.00	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	Division(s) hourly rate	\$0
\$162.68	23%	\$162.00	\$37
\$435.86	-9%	\$435.00	(\$40)

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$504.30	NA	\$504.00	NA
\$100.86	NA	\$100.00	NA

**Public Works**

Special Public Works Services				
#	Description	Current Fee/Charge	Unit	Notes
28	Stormwater Postconstruction BMP Annual Administration and Monitoring Fee - Base Fee and First BMP	New		
29	Stormwater Postconstruction BMP Annual Administration and Monitoring Fee - Additional BMP	New		
30	Stormwater Postconstruction BMP Annual Administration and Monitoring Delinquent Fee (per month of delinquency)	New		

Reimbursements				
#	Description	Current Fee/Charge	Unit	Notes
	<b>Sewer Mains - including manhole and other pertinences Developer responsibility is up to and including 12" mains</b>			
31	6" Main - Full Pipe	N/A	per LF	
32	6" Main - Half Pipe	73.00	per LF	
33	8" Main - Full Pipe	N/A	per LF	
34	8" Main - Half Pipe	75.00	per LF	
35	10" Main - Full Pipe	N/A	per LF	
36	10" Main - Half Pipe	81.00	per LF	
37	12" Main - Full Pipe	166.00	per LF	
38	12" Main - Half Pipe	83.00	per LF	
39	15" Main - Full Pipe	174.00	per LF	
40	15" Main - Half Pipe	87.00	per LF	
41	18" Main - Full Pipe	186.00	per LF	
42	18" Main - Half Pipe	93.00	per LF	
43	21" Main - Full Pipe	204.00	per LF	
44	21" Main - Half Pipe	102.00	per LF	
45	24" Main - Full Pipe	211.00	per LF	
46	24" Main - Half Pipe	106.00	per LF	
47	27" Main - Full Pipe	244.00	per LF	
48	27" Main - Half Pipe	122.00	per LF	
49	30" Main - Full Pipe	287.00	per LF	
50	30" Main - Half Pipe	144.00	per LF	
51	33" Main - Full Pipe	315.00	per LF	
52	33" Main - Half Pipe	158.00	per LF	
53	36" Main - Full Pipe	356.00	per LF	
54	36" Main - Half Pipe	178.00	per LF	
55	39" Main - Full Pipe	423.00	per LF	
56	39" Main - Half Pipe	212.00	per LF	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$413.98	NA	\$413.00	NA
\$31.84	NA	\$31.00	NA
\$58.38	NA	\$58.00	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	NA	\$0
NA	NA	\$73.00	\$0
NA	NA	NA	\$0
NA	NA	\$75.00	\$0
NA	NA	NA	\$0
NA	NA	\$81.00	\$0
NA	NA	\$166.00	\$0
NA	NA	\$83.00	\$0
NA	NA	\$174.00	\$0
NA	NA	\$87.00	\$0
NA	NA	\$186.00	\$0
NA	NA	\$93.00	\$0
NA	NA	\$204.00	\$0
NA	NA	\$102.00	\$0
NA	NA	\$211.00	\$0
NA	NA	\$106.00	\$0
NA	NA	\$244.00	\$0
NA	NA	\$122.00	\$0
NA	NA	\$287.00	\$0
NA	NA	\$144.00	\$0
NA	NA	\$315.00	\$0
NA	NA	\$158.00	\$0
NA	NA	\$356.00	\$0
NA	NA	\$178.00	\$0
NA	NA	\$423.00	\$0
NA	NA	\$212.00	\$0

**Public Works**

Special Public Works Services				
#	Description	Current Fee/Charge	Unit	Notes
57	42" Main - Full Pipe	529.00	per LF	
58	42" Main - Half Pipe	265.00	per LF	
	<b>Storm Mains - including manholes, catch basins and other pertinences Developer responsibility is up to and including 24" mains</b>			
59	18" Main RCP - Full Pipe	N/A	per LF	
60	18" Main RCP - Half Pipe	63.00	per LF	
61	21" Main RCP - Full Pipe	N/A	per LF	
62	21" Main RCP - Half Pipe	69.00	per LF	
63	24" Main RCP - Full Pipe	140.00	per LF	
64	24" Main RCP - Half Pipe	70.00	per LF	
65	27" Main RCP - Full Pipe	164.00	per LF	
66	27" Main RCP - Half Pipe	82.00	per LF	
67	30" Main RCP - Full Pipe	177.00	per LF	
68	30" Main RCP - Half Pipe	86.00	per LF	
69	33" Main RCP - Full Pipe	182.00	per LF	
70	33" Main RCP - Half Pipe	91.00	per LF	
71	36" Main RCP - Full Pipe	189.00	per LF	
72	36" Main RCP - Half Pipe	95.00	per LF	
73	42" Main RCP - Full Pipe	197.00	per LF	
74	42" Main RCP - Half Pipe	99.00	per LF	
75	48" Main RCP - Full Pipe	233.00	per LF	
76	48" Main RCP - Half Pipe	117.00	per LF	
77	54" Main RCP - Full Pipe	273.00	per LF	
78	54" Main RCP - Half Pipe	137.00	per LF	
79	60" Main RCP - Full Pipe	315.00	per LF	
80	60" Main RCP - Half Pipe	158.00	per LF	
81	66" Main RCP - Full Pipe	357.00	per LF	
82	66" Main RCP - Half Pipe	179.00	per LF	
83	72" Main RCP - Full Pipe	399.00	per LF	
84	72" Main RCP - Half Pipe	200.00	per LF	
85	78" Main RCP - Full Pipe	431.00	per LF	
86	78" Main RCP - Half Pipe	216.00	per LF	
87	84" Main RCP - Full Pipe	461.00	per LF	
88	84" Main RCP - Half Pipe	231.00	per LF	
89	90" Main RCP - Full Pipe	492.00	per LF	
90	90" Main RCP - Half Pipe	246.00	per LF	
91	96" Main RCP - Full Pipe	522.00	per LF	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$529.00	\$0
NA	NA	\$265.00	\$0
NA	NA	NA	\$0
NA	NA	\$63.00	\$0
NA	NA	NA	\$0
NA	NA	\$69.00	\$0
NA	NA	\$140.00	\$0
NA	NA	\$70.00	\$0
NA	NA	\$164.00	\$0
NA	NA	\$82.00	\$0
NA	NA	\$177.00	\$0
NA	NA	\$86.00	\$0
NA	NA	\$182.00	\$0
NA	NA	\$91.00	\$0
NA	NA	\$189.00	\$0
NA	NA	\$95.00	\$0
NA	NA	\$197.00	\$0
NA	NA	\$99.00	\$0
NA	NA	\$233.00	\$0
NA	NA	\$117.00	\$0
NA	NA	\$273.00	\$0
NA	NA	\$137.00	\$0
NA	NA	\$315.00	\$0
NA	NA	\$158.00	\$0
NA	NA	\$357.00	\$0
NA	NA	\$179.00	\$0
NA	NA	\$399.00	\$0
NA	NA	\$200.00	\$0
NA	NA	\$431.00	\$0
NA	NA	\$216.00	\$0
NA	NA	\$461.00	\$0
NA	NA	\$231.00	\$0
NA	NA	\$492.00	\$0
NA	NA	\$246.00	\$0
NA	NA	\$522.00	\$0

**Public Works**

Special Public Works Services				
#	Description	Current Fee/Charge	Unit	Notes
92	96" Main RCP - Half Pipe	261.00	per LF	
93	Traffic	In accordance with City's reimbursement policy		
	<b>Water Mains - including fire hydrants, valves, valve boxes and other pertinences Developer responsibility is up to and including 12" mains</b>			
94	6" Main - Full Pipe	N/A	per LF	
95	6" Main - Half Pipe	39.00	per LF	
96	8" Main - Full Pipe	N/A	per LF	
97	8" Main - Half Pipe	41.00	per LF	
98	10" Main - Full Pipe	N/A	per LF	
99	10" Main - Half Pipe	47.00	per LF	
100	12" Main - Full Pipe	104.00	per LF	
101	12" Main - Half Pipe	52.00	per LF	
102	14" Main - Full Pipe	114.00	per LF	
103	14" Main - Half Pipe	57.00	per LF	
104	16" Main - Full Pipe	124.00	per LF	
105	16" Main - Half Pipe	62.00	per LF	
106	18" Main - Full Pipe	135.00	per LF	
107	18" Main - Half Pipe	68.00	per LF	
108	20" Main - Full Pipe	151.00	per LF	
109	20" Main - Half Pipe	76.00	per LF	
110	24" Main - Full Pipe	164.00	per LF	
111	24" Main - Half Pipe	82.00	per LF	
112	30" Main - Full Pipe	182.00	per LF	
113	30" Main - Half Pipe	91.00	per LF	
114	36" Main - Full Pipe	211.00	per LF	
115	36" Main - Half Pipe	106.00	per LF	

**Notes:**

The Half Pipe schedule is used to determine the front footage reimbursement to former developers for infrastructure previously installed along the front footage of the development.

The Full Pipe schedule is used to determine the oversizing reimbursement to the developer for installing water, sewer, and storm main extensions to sizes required by each master plan that are greater than the sizes required by the development. The oversized portion is the difference between the master planned size for the main and the greater of the main size required by the development or the developer's minimum responsibility for each main.

<sup>(A)</sup> Reflects fee increases to offset the City's expenditures for the city's High Speed Rail Master Plan effort.

\*For any user fee service request that is outside the scope, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$261.00	\$0
NA	NA	In accordance with City's reimbursement policy	\$0
NA	NA	NA	\$0
NA	NA	\$39.00	\$0
NA	NA	NA	\$0
NA	NA	\$41.00	\$0
NA	NA	NA	\$0
NA	NA	\$47.00	\$0
NA	NA	\$104.00	\$0
NA	NA	\$52.00	\$0
NA	NA	\$114.00	\$0
NA	NA	\$57.00	\$0
NA	NA	\$124.00	\$0
NA	NA	\$62.00	\$0
NA	NA	\$135.00	\$0
NA	NA	\$68.00	\$0
NA	NA	\$151.00	\$0
NA	NA	\$76.00	\$0
NA	NA	\$164.00	\$0
NA	NA	\$82.00	\$0
NA	NA	\$182.00	\$0
NA	NA	\$91.00	\$0
NA	NA	\$211.00	\$0
NA	NA	\$106.00	\$0

Recreation

Facilities & Parks				
#	Description	Current Fee/Charge	Unit	Notes
	<b>Facility Fees</b> (City Code Section 18.9)			
	<b>Christmas Hill Park Outdoor Sites</b>			
1	Mulberry (East or West) - A*	0.00	Per Day	
2	Mulberry (East or West) - B*	100.00	Per Day	
3	Mulberry (East or West) - C*	150.00	Per Day	
4	Mulberry (East or West) - D*	200.00	Per Day	
5	Mulberry (East or West) - Deposit	100.00	Per Day	
6	Mulberry (Total) - A*	0.00	Per Day	
7	Mulberry (Total) - B*	200.00	Per Day	
8	Mulberry (Total) - C*	250.00	Per Day	
9	Mulberry (Total) - D*	300.00	Per Day	
10	Mulberry (Total) - Deposit	100.00	Per Day	
11	Sycamore (No Lights) - A*	0.00	Per Day	
12	Sycamore (No Lights) - B*	55.00	Per Day	
13	Sycamore (No Lights) - C*	105.00	Per Day	
14	Sycamore (No Lights) - D*	155.00	Per Day	
15	Sycamore (No Lights) - Deposit	100.00	Per Day	
16	Amphitheater - A*	0.00	Per Day	
17	Amphitheater - B*	155.00	Per Day	
18	Amphitheater - C*	205.00	Per Day	
19	Amphitheater - D*	255.00	Per Day	
20	Amphitheater - Deposit	100.00	Per Day	
21	Walnut - A*	0.00	Per Day	
22	Walnut - B*	55.00	Per Day	
23	Walnut - C*	105.00	Per Day	
24	Walnut - D*	155.00	Per Day	
25	Walnut - Deposit	100.00	Per Day	
26	Christmas Hill Ranch Site not including TEEC Bldg. - A*	0.00	Per Day	
27	Christmas Hill Ranch Site not including TEEC Bldg. - B*	250.00	Per Day	
28	Christmas Hill Ranch Site not including TEEC Bldg. - C*	300.00	Per Day	
29	Christmas Hill Ranch Site not including TEEC Bldg. - D*	350.00	Per Day	
30	Christmas Hill Ranch Site not including TEEC Bldg. - Deposit	500.00	Per Day	
31	Christmas Hill Park Side - A*	New	Per Day	
32	Christmas Hill Park Side - B*	New	Per Day	
33	Christmas Hill Park Side - C*	New	Per Day	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$218.61	100%	\$0.00	\$0
\$226.03	56%	\$165.00	\$65
\$226.03	34%	\$200.00	\$50
\$226.03	12%	\$226.00	\$26
NA	NA	\$135.00	\$35
\$305.22	100%	\$0.00	\$0
\$312.63	36%	\$208.00	\$8
\$312.63	20%	\$260.00	\$10
\$312.63	4%	\$312.00	\$12
NA	NA	\$135.00	\$35
\$188.97	100%	\$0.00	\$0
\$196.38	72%	\$69.00	\$14
\$196.38	47%	\$132.00	\$27
\$196.38	21%	\$196.00	\$41
NA	NA	\$135.00	\$35
\$290.83	100%	\$0.00	\$0
\$298.24	48%	\$181.00	\$26
\$298.24	31%	\$239.00	\$34
\$298.24	14%	\$298.00	\$43
NA	NA	\$135.00	\$35
\$188.97	100%	\$0.00	\$0
\$196.38	72%	\$69.00	\$14
\$196.38	47%	\$132.00	\$27
\$196.38	21%	\$196.00	\$41
NA	NA	\$135.00	\$35
\$605.54	100%	\$0.00	\$0
\$612.95	59%	\$437.00	\$187
\$612.95	51%	\$524.00	\$224
\$612.95	43%	\$612.00	\$262
NA	NA	\$500.00	\$0
\$812.12	NA	\$0.00	NA
\$819.53	NA	\$585.00	NA
\$819.53	NA	\$702.00	NA

Recreation

Facilities & Parks				
#	Description	Current Fee/Charge	Unit	Notes
34	Christmas Hill Park Side - D*	New	Per Day	
35	Christmas Hill Park Side - Deposit	New	Per Day	
36	Entire Christmas Hill Including Ranch Site (Not including TEEC Bldg.) - A*	0.00	Per Day	
37	Entire Christmas Hill Including Ranch Site (Not including TEEC Bldg.) - B*	750.00	Per Day	
38	Entire Christmas Hill Including Ranch Site (Not including TEEC Bldg.) - C*	1,000.00	Per Day	
39	Entire Christmas Hill Including Ranch Site (Not including TEEC Bldg.) - D*	1,250.00	Per Day	
40	Entire Christmas Hill Including Ranch Site (Not including TEEC Bldg.) - Deposit	750.00	Per Day	
<b>Las Animas Veteran's Park Outdoor Sites</b>				
41	Lakeside - A*	0.00	Per Day	No Music allowed
42	Lakeside - B*	100.00	Per Day	No Music allowed
43	Lakeside - C*	150.00	Per Day	No Music allowed
44	Lakeside - D*	200.00	Per Day	No Music allowed
45	Lakeside - Deposit	100.00	Per Day	No Music allowed
46	The Oaks - A*	0.00	Per Day	No lights/no music allowed
47	The Oaks - B*	120.00	Per Day	No lights/no music allowed
48	The Oaks - C*	170.00	Per Day	No lights/no music allowed
49	The Oaks - D*	220.00	Per Day	No lights/no music allowed
50	The Oaks - Deposit	100.00	Per Day	No lights/no music allowed
51	Park Site Reservation Cancellation Fee	New	Plus Actual Payment Processing Cost	
<b>Other Park Amenities</b>				
52	Bounce House Special Permit Fee at Non-Reservable Picnic Sites - A*	0.00		
53	Bounce House Special Permit Fee at Non-Reservable Picnic Sites - B, C, or D*	35.00		
54	San Ysidro Picnic Pavilion - A*	New	Per Day	
55	San Ysidro Picnic Pavilion - B*	New	Per Day	
56	San Ysidro Picnic Pavilion - C*	New	Per Day	
57	San Ysidro Picnic Pavilion - D*	New	Per Day	
58	San Ysidro Picnic Pavilion Deposit	New		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$819.53	NA	\$819.00	NA
NA	NA	\$500.00	NA
\$2,038.13	100%	\$0.00	\$0
\$2,067.77	64%	\$1,500.00	\$750
\$2,067.77	52%	\$1,750.00	\$750
\$2,067.77	40%	\$2,067.00	\$817
NA	NA	\$750.00	\$0
\$203.79	100%	\$0.00	\$0
\$211.20	53%	\$105.00	\$5
\$211.20	29%	\$158.00	\$8
\$211.20	5%	\$211.00	\$11
NA	NA	\$135.00	\$35
\$218.61	100%	\$0.00	\$0
\$226.03	47%	\$165.00	\$45
\$226.03	25%	\$200.00	\$30
\$226.03	3%	\$226.00	\$6
NA	NA	\$135.00	\$35
\$64.31	NA	\$64.00	NA
\$50.71	100%	\$0.00	\$0
\$50.71	31%	\$50.00	\$15
\$203.79	NA	\$0.00	NA
\$211.20	NA	\$75.00	NA
\$211.20	NA	\$125.00	NA
\$211.20	NA	\$211.00	NA
NA	NA	\$135.00	NA

Recreation

Facilities & Parks				
#	Description	Current Fee/Charge	Unit	Notes
<b>Softball Fields</b>				
59	Field Reservations - A*	0.00	per 2 hours	baseball/softball/Soccer
60	Field Reservations - B*	45.00	per 2 hours	baseball/softball/Soccer
61	Field Reservations - C*	55.00	per 2 hours	baseball/softball/Soccer
62	Field Reservations - D*	65.00	per 2 hours	baseball/softball/Soccer
63	Field Reservations - Deposit	100.00		baseball/softball/Soccer
64	Lights - A*	0.00		
65	Lights - B*	25.00	per hour	
66	Lights - C*	25.00	per hour	
67	Lights - D*	25.00	per hour	
68	Lights - Deposit	NA		
69	Field Reservation Cancellation Fee	New	Plus Actual Payment Processing Cost	
<b>Senior Center</b>				
70	Main Hall - A*	0.00	per hour.	
71	Main Hall - B*	65.00	per hour.	
72	Main Hall - C*	85.00	per hour.	
73	Main Hall - D*	105.00	per hour.	
74	Main Hall - Deposit	500.00		
75	Meeting Room - A*	0.00	per hour.	
76	Meeting Room - B*	25.00	per hour.	
77	Meeting Room - C*	35.00	per hour.	
78	Meeting Room - D*	45.00	per hour.	
79	Meeting Room - Deposit	100.00		
<b>Wheeler Center</b>				
80	Multi-purpose Rm. - A*	0.00	per hour.	
81	Multi-purpose Rm. - B*	25.00	per hour.	
82	Multi-purpose Rm. - C*	35.00	per hour.	
83	Multi-purpose Rm. - D*	45.00	per hour.	
84	Multi-purpose Rm. - Deposit	100.00		
85	Craft Room - A*	0.00	per hour.	
86	Craft Room - B*	25.00	per hour.	
87	Craft Room - C*	35.00	per hour.	
88	Craft Room - D*	45.00	per hour.	
89	Craft Room - Deposit	100.00		
90	Dance Room - A*	0.00	per hour.	
91	Dance Room - B*	25.00	per hour.	
92	Dance Room - C*	35.00	per hour.	
93	Dance Room - D*	45.00	per hour.	
94	Dance Room - Deposit	100.00		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$188.47	100%	\$0.00	\$0
\$203.30	78%	\$60.00	\$15
\$203.30	73%	\$70.00	\$15
\$203.30	68%	\$90.00	\$25
NA	NA	\$135.00	\$35
\$30.14	100%	\$0.00	\$0
\$30.14	17%	\$30.00	\$5
\$30.14	17%	\$30.00	\$5
\$30.14	17%	\$30.00	\$5
NA	NA	NA	\$0
\$64.31	NA	\$64.00	NA
\$121.21	100%	\$0.00	\$0
\$128.63	49%	\$79.00	\$14
\$128.63	34%	\$103.00	\$18
\$128.63	18%	\$128.00	\$23
NA	NA	\$500.00	\$0
\$64.31	100%	\$0.00	\$0
\$71.73	65%	\$39.00	\$14
\$71.73	51%	\$55.00	\$20
\$71.73	37%	\$71.00	\$26
NA	NA	\$135.00	\$35
\$64.31	100%	\$0.00	\$0
\$71.73	65%	\$39.00	\$14
\$71.73	51%	\$55.00	\$20
\$71.73	37%	\$71.00	\$26
NA	NA	\$135.00	\$35
\$64.31	100%	\$0.00	\$0
\$71.73	65%	\$39.00	\$14
\$71.73	51%	\$55.00	\$20
\$71.73	37%	\$71.00	\$26
NA	NA	\$135.00	\$35

**Recreation**

Facilities & Parks				
#	Description	Current Fee/Charge	Unit	Notes
<b>Other Community Recreation Buildings</b>				
95	Las Animas Park Multi-Purpose Room - A*	0.00	per hour.	
96	Las Animas Park Multi-Purpose Room - B*	65.00	per hour.	
97	Las Animas Park Multi-Purpose Room - C*	75.00	per hour.	
98	Las Animas Park Multi-Purpose Room - D*	85.00	per hour.	
99	Las Animas Park Multi-Purpose Room - Deposit	100.00		
100	Facility Reservation Cancellation Fee	50.00	Plus Actual Payment Processing Cost	
<b>Gymnasiums</b>				
101	Wheeler - A*	0.00	per hour.	
102	Wheeler - B*	35.00	per hour.	
103	Wheeler - C*	45.00	per hour.	
104	Wheeler - D*	55.00	per hour.	
105	Wheeler - Deposit	250.00	per hour.	
106	Solorsano - A*	0.00	per hour.	
107	Solorsano - B*	50.00	per hour.	
108	Solorsano - C*	60.00	per hour.	
109	Solorsano - D*	70.00	per hour.	
110	Solorsano - Deposit	250.00		
111	Christopher High School Small Gym	Set by GUSD		
112	Cesar Chavez Gym	Set by GUSD		
113	Gymnasium Reservation Cancellation Fee (except those managed by GUSD)	50.00	Plus Actual Payment Processing Cost	
<b>Facility Attendant and Custodial Hourly Rates for Rentals</b>				
114	Facility Attendant	18.00	per hour	Minimum 2 hours
115	Custodial Attendant	24.00	per hour	Minimum 2 hours

**\*Note:**

Category A - City and GUSD programs and special events

Category B - Non-profit Organizations

Category C - City of Gilroy Residents (Private functions and/or open to the public)

Category D - Non-Residents or any company/business or group holding an event (social, business, education or for profit)

Requires a City of Gilroy business license when rented for "profit-making" events and may require a special event permit approval.

In addition to the approval of the City of Gilroy Recreation Department Director, ten percent (10%) of gross revenues from the event or \$500, whichever is greater, are payable and due to the City at the conclusion of the event.

Additional personnel, set-up and equipment costs will be assessed and applied accordingly to all categories

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$64.31	100%	\$0.00	\$0
\$71.73	9%	\$39.00	(\$26)
\$71.73	-5%	\$55.00	(\$20)
\$71.73	-19%	\$71.00	(\$14)
NA	NA	\$135.00	\$35
\$64.31	NA	\$64.00	\$25
\$79.14	100%	\$0.00	\$0
\$86.55	60%	\$54.00	\$19
\$86.55	48%	\$70.00	\$25
\$86.55	36%	\$86.00	\$31
NA	NA	\$250.00	\$0
\$79.14	100%	\$0.00	\$0
\$86.55	42%	\$61.00	\$11
\$86.55	31%	\$73.00	\$13
\$86.55	19%	\$86.00	\$16
NA	NA	\$250.00	\$0
\$86.55	NA	\$86.00	\$0
\$86.55	NA	\$86.00	\$0
\$64.31	22%	\$64.00	\$0
\$21.39	16%	\$21.00	\$3
\$24.60	2%	\$24.00	\$0

Fire

Fees				
#	Description	Current Fee/Charge	Unit	Notes
1	Flammable/Combustible Material above-ground Storage Tank (over 600 gallons) and new technological hazards, Fire training & equipment fee	1,020.00	per address	
2	Reproduction - PRA's - Photos copy, scanning	Department hourly rate + cost of photo		
3	Business License Regulatory Review Fire Inspections	130.00	per hour	One hour minimum
4	Annual Business Inspections - Fire Company	New	per hour	One hour minimum
<b>BLES/Fire Prevention</b>				
5	Delinquent Service	265.00		
6	False Alarm	New		per code
7	Fire Alternates Materials Review	Division Hourly Rate + Contractual Costs	per application	\$265 minimum/application +\$130.00/hour for each additional review/inspection
8	Fire Alternates Materials Review - additional review/inspection	130.00	per hour	
9	Fire Clearance Inspection	115.00	per hour	2 hr minimum
10	Fire Code Operational Permits (Section 105 of the CFC/GFC)	275.00		Operational, currently includes inspection
11	Fire Code Re-Inspection	130.00	per hour	1/2 hr minimum
12	Hazmat/CUPA Re-Inspection	New	per hour	1/2 hr minimum
13	Fire Flow Per Hydrant	300.00		
14	Permit for new Fire or Haz Mat Systems	Building Table A		Does not include plan review or inspections ie:Sprinkler System and Chemical Equipment Review, including Fire Protection Systems, Alarm System, Aboveground Tank
15	Fire Plan Check	400.00	for 2 hours	
16	Fire Plan Check - additional hour including resubmittals	130.00	per hour	
17	Energy Storage System - Plan Check (Fire Prevention) ESS having capacities exceeding 20 KWh	400.00		+ divisional hourly rate for each additional hour
18	Energy Storage System - Inspection (Fire Prevention) ESS having capacities exceeding 20 KWh	260.00		+ divisional hourly rate for each additional hour
19	Fireworks - Aerial Display	Fire Engine Standby Rate	1 hr minimum	City Code Section 10A.8 as required by the Fire Chief City Code Section 10.9
20	Fireworks - Aerial Display Inspection permit	New	3 hr minimum	Plus 150% after hours and travel time. (Does not include Fire Code permits)
21	Fireworks - Retail Sales	635.00	per booth	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$1,914.02	47%	\$1,914.00	\$894
NA	NA	Department hourly rate + cost of photo	\$0
\$279.98	NA	\$279.00	\$149
\$485.09	NA	\$485.00	NA
\$313.40	15%	\$313.00	\$48
\$252.72	NA	\$252.00	NA
NA	NA	Division Hourly Rate + Contractual Costs	\$0
\$298.77	56%	\$298.00	\$168
\$375.43	69%	\$375.00	\$260
\$432.18	36%	\$432.00	\$157
\$193.28	33%	\$193.00	\$63
\$193.28	NA	\$193.00	NA
\$459.47	35%	\$459.00	\$159
NA	NA	Building Table A	\$0
\$537.36	26%	\$537.00	\$137
\$237.13	45%	\$237.00	\$107
\$421.44	5%	\$421.00	\$21
\$275.49	6%	\$275.00	\$15
\$1,736.09	NA	\$1,736.00	\$0
\$562.57	NA	\$562.00	\$0
\$758.87	16%	\$758.00	\$123

Fees				
#	Description	Current Fee/Charge	Unit	Notes
22	Special Event Inspection Fee	130.00	per hour	Plus 50% after hours and travel time. 1 hr minimum (Does not include Uniform Fire Code permits)
23	Special Inspection/Consultant	310.00	for 2 hours	Plus consultant cost
24	Special Inspection/Consultant - additional hour	125.00	per hour	Plus consultant cost
25	State Fire Marshal Required Inspection - Business License processing Fee Apartments: 3-16 units	35.00	per parcel	State Health and Safety Code 13146.2(a) if not under a regulatory permit
26	State Fire Marshal Required Inspection - Business License Processing Fee Apartments: 17-32 units	65.00	per parcel	State Health and Safety Code 13146.2(a) if not under a regulatory permit
27	State Fire Marshal Required Inspection - Business License Processing Fee Apartments: 33-100 units	135.00	per parcel	State Health and Safety Code 13146.2(a) if not under a regulatory permit
28	State Fire Marshal Required Inspection - Business License Processing Fee Apartments: 101 plus units	270.00	per parcel	State Health and Safety Code 13146.2(a) if not under a regulatory permit
29	State Fire Marshal Required Inspection - Apartments: Inspections/testing	140.00	per hour	1 hr minimum
30	Other State Regulated Sites	140.00	per hour	1 hr minimum. Schools, Hotels/Motels, Licensed Care Facilities, Institutions,
31	Hazmat/Fire Prevention Application Review	New	per hour	
32	Tree Lots Cleaning Deposit	New		
<b>BLES/Hazardous Materials</b>				
33	Above Ground Petroleum Storage Site -Tier 1	165.00	site annual	No containers greater than 5,000 gallons and aggregate not more than 10, 000 gallons
34	Above Ground Petroleum Storage Site Non-qualifying Facility	New		Containers greater than 10,000 gallons
35	Above Ground Petroleum Storage Site -Tier 2	New		Containers greater than 5,000 gallons and no more than 10, 000 gallons. Cannot have an aggregate total storage of more than 10,000 gallons.
36	CAL-ARP Facility Inspection Fee/Permit	375.00	per year	
37	CAL-ARP Facility Audit/Processing Fee - in house	1,000.00		
38	CAL-ARP Facility Audit Fee - outsourced	375.00		plus consultant cost
39	Technology Data Management Fee	20.00	per year	Old CERS fee
40	Facility Closure	295.00	first 2 hours	\$125 for each add 1 hour
41	Hazardous Material Plan Check/Inspection	125.00	per hour	
<b>Hazardous Material Storage Ordinance Permit Fees</b>				
42	HMS01/HMORT Retail Only (limited substances)	140.00	per year	over 1 hour inspection
43	HMS02	270.00	per year	plus

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$389.63	67%	\$389.00	\$259
\$361.78	14%	\$361.00	\$51
\$160.98	22%	\$160.00	\$35
\$256.99	86%	\$256.00	\$221
\$332.95	80%	\$332.00	\$267
\$408.92	67%	\$408.00	\$273
\$560.84	52%	\$560.00	\$290
\$649.79	78%	\$649.00	\$509
\$500.40	72%	\$500.00	\$360
\$319.30	NA	\$319.00	NA
\$198.33	NA	\$198.00	NA
\$384.36	57%	\$384.00	\$219
\$505.34	NA	\$505.00	NA
\$444.85	NA	\$444.00	NA
\$626.31	40%	\$626.00	\$251
\$2,077.99	52%	\$2,077.00	\$1,077
\$2,532.59	85%	\$2,532.00	\$2,157
\$11.59	-72%	\$11.00	(\$9)
\$449.21	34%	\$449.00	\$154
\$686.75	82%	\$686.00	\$561
\$263.39	47%	\$263.00	\$123
\$384.36	30%	\$384.00	\$114

Fees				
#	Description	Current Fee/Charge	Unit	Notes
44	Up to 5,000 lbs, solids	Hourly		over 2 hour inspection
45	55 - 550 gal, liquids	Hourly		over 2 hour inspection
46	200 - 2,000 cubic ft. at STP for compressed gas	Hourly		over 2 hour inspection
47	HMS03	500.00	per year	plus
48	5,000 - 25,000 lbs, solids	Hourly		over 4 hour inspection
49	550 - 2,750 gal, liquids	Hourly		over 4 hour inspection
50	2,000 - 10,000 cubic ft. at STP for compressed gas	Hourly		over 4 hour inspection
51	HMS04	690.00	per year	plus
52	25,000 - 50,000 lbs, solids	Hourly		over 5 1/2 hour inspection
53	2,750 - 5,500 gal, liquids	Hourly		over 5 1/2 hour inspection
54	10,000 - 20,000 cubic ft. at STP for compressed gas	Hourly		over 5 1/2 hour inspection
55	HMS05	820.00	per year	plus
56	> 50,000 lbs, solids	Hourly		over 6 1/2 hour inspection
57	> 5,500 gal, liquids	Hourly		over 6 1/2 hour inspection
58	> 20,000 cubic ft. at STP for compressed gas	Hourly		over 6 1/2 hour inspection
	Corrosive, Toxic, & Highly Toxic Gas Fees including liquified and sub atmospheric materials			
59	Storage below MAQ	125.00	annual	
60	Storage above MAQ	375.00	annual	
61	Use below MAQ	500.00	annual	
62	Use above MAQ	1,000.00	annual	
63	Cryogenics	270.00	annual	not corrosive, toxic or highly toxic
	Hazardous Waste Generator Fees			
64	HWG 1 – less than 2.5 tons/year	100.00	per year	
65	HWG 2 – 2.5 to less than 5 tons/year	160.00	per year	
66	HWG 3 - 5 to less than 25 tons/year	350.00	per year	
67	HWG 4 - 25 to less than 50 tons/year	665.00	per year	
68	HWG 5 - 50 to less than 250 tons/year	790.00	per year	
69	HWG 6 - 250 to less than 500 tons/year	915.00	per year	
70	HWG 7 - 500 to less than 1,000 tons/year	1,040.00	per year	
71	HWG 8 - 1,000 to less than 2,000 tons/year	1,290.00	per year	
72	Hazardous Waste Generator (HWG0)–Retail/Episodic (Generates less than 100 kg/month)	50.00	per year	
73	Hazardous Waste Generator RCRA/QG (Generates more than 1 kg (2.2 lbs) of acute hazardous waste)	50.00	per year	
	Tiered Permit Fees			
74	Conditional Exempt (CE)	250.00	annual	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$626.31	20%	\$626.00	\$126
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$807.77	15%	\$807.00	\$117
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$928.74	12%	\$928.00	\$108
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$0.00	NA	Hourly	\$0
\$382.53	67%	\$382.00	\$257
\$503.50	26%	\$503.00	\$128
\$654.72	24%	\$654.00	\$154
\$887.73	-13%	\$887.00	(\$113)
\$412.77	35%	\$412.00	\$142
\$263.39	62%	\$263.00	\$163
\$323.88	51%	\$323.00	\$163
\$505.34	31%	\$505.00	\$155
\$686.80	3%	\$686.00	\$21
\$868.25	9%	\$868.00	\$78
\$1,049.71	13%	\$1,049.00	\$134
\$1,231.17	16%	\$1,231.00	\$191
\$1,412.63	9%	\$1,412.00	\$122
\$240.98	79%	\$240.00	\$190
\$240.98	79%	\$240.00	\$190
\$384.36	35%	\$384.00	\$134

Fees				
#	Description	Current Fee/Charge	Unit	Notes
75	Conditional Authorization (CA)	500.00	annual	
76	Permit by Rule (PBR)	1,005.00	annual	plus recording fees
77	Spill Investigation, Response/Cleanup oversight	Department/Division hourly rate		\$125 minimum
	Underground Tank			
78	Installation	1,190.00	per site	up to 3 tanks
79	Modification (piping & repair only)	270.00		minimum plus \$125/hr addl review/inspections
80	Operating Permit	500.00	site annual	full compliance (\$820.62 for first 3 tanks) \$230 for each additional tank
81	Re-inspection	270.00	each	
82	Removal	815.00	per tank	Including additional hourly rate
83	Testing	250.00	per tank	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$626.31	20%	\$626.00	\$126
\$1,231.17	18%	\$1,231.00	\$226
\$600.74	NA	Department/Division hourly rate, \$135 minimum	\$0
\$3,344.54	64%	\$3,344.00	\$2,154
\$468.12	42%	\$468.00	\$198
\$1,184.89	58%	\$1,184.00	\$684
\$470.23	43%	\$470.00	\$200
\$1,473.25	45%	\$1,473.00	\$658
\$267.61	7%	\$267.00	\$17

**Police**

#	Description	Current Fee/Charge	Unit	Notes	Code
1	Call Back/Second Response	Police Operation Division Hourly rates		City reserves legal options for amounts over \$500.00	(City Code Section 16.35)
2	Crime Analysis Services	120.00	per hour		
3	DUI Cost Recovery	Department(s)/Division(s) hourly rates plus actual repair and/or replacement of damaged public property		All Emergency Personnel	Government Code Section 53130-53158
4	Graffiti Abatement Fees	Department(s)/Division(s) hourly rates plus actual repair and/or replacement of damaged public property			(City Code Section 12.5)
5	Provision of Special Services (Subsidized Rate)	145.00	per hour	45% of Police Operation Division hourly rate or \$65.00 per hour	
6	Reproduction - Photos	Department hourly rate plus cost of photo			
7	School Truancy Charges	Police division hourly rates			(City Code Section 7.4)
8	Tow Truck Driver - Annual Fee	50.00			(City Code Section 24.A.2)

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	Police Operation Division Hourly rates	\$0
\$152.81	21%	\$152.00	\$32
NA	NA	Department(s)/Division(s) hourly rates plus actual repair and/or replacement of damaged public property	\$0
NA	NA	Department(s)/Division(s) hourly rates plus actual repair and/or replacement of damaged public property	\$0
\$153.53	6%	\$153.00	\$8
NA	NA	Department hourly rate plus cost of photo	\$0
NA	NA	Police division hourly rates	\$0
\$51.87	4%	\$51.00	\$1

**Police**

#	Description	Current Fee/Charge	Unit	Notes	Code
9	Vehicle Equipment Inspection and Certification - Resident	10.00			
10	Vehicle Equipment Inspection and Certification - Non-Resident	35.00			
11	Vehicle Impound/Release Fees	150.00			(California Vehicle Code Section 22850.5)
12	Police Community Room Fee - *Category "A"	Free			
13	Police Community Room Fee - *Category "B"	50.00	per hour with \$200.00 security deposit		
14	Police Community Room Fee - *Category "C"	100.00	per hour with \$200.00 security deposit		
15	Police Community Room Fee - *Category "D"	100.00	per hour with \$200.00 security deposit		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$56.13	82%	\$56.00	\$46
\$56.13	38%	\$56.00	\$21
\$146.80	-2%	\$146.00	(\$4)
NA	NA	Free	\$0
NA	NA	\$50.00	\$0
NA	NA	\$100.00	\$0
NA	NA	\$200.00	\$100

**Police Permits**

#	Description	Current Fee/Charge	Unit	Notes	Code
16	Firearms Sales Permit	205.00	Annually	Also needs license	(City Code Section 9A.4)
17	Mobile Vendor - New Application	160.00		(Portable container, pushcart, stands, vehicle or wagon that is placed on private property) Also needs license	(City Code Section 16A.13)

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$303.89	33%	\$303.00	\$98
\$146.72	-9%	\$146.00	(\$14)

**Police**

#	Description	Current Fee/Charge	Unit	Notes	Code
18	Mobile Vendor - Renewal Application	60.00	Annually	(Portable container, pushcart, stands, vehicle or wagon that is placed on private property) Also needs license	(City Code Section 16A.13)
19	Solicitor's Identity Permit (door-to-door solicitor) - New Application	160.00		Also needs license	(City Code Section 16A.1)
20	Solicitor's Identity Permit (door-to-door solicitor) - Renewal Application	60.00	Annually	Also needs license	(City Code Section 16A.1)
21	Adult Business Permit - New Application	Operations hourly rate (minimum fee of \$8,440.00)		Police Investigations Also needs license	
22	Adult Business Permit - Renewal Application	1,515.00	Annually		
	<b><u>Animal Control Fees</u></b>				(City Code Sections 4.7, 4.13, 4.14, 4.27, 4.28, 4.30, 4.37, 4.42, 4.59)
23	Animal Bite Investigation/Quarantine	175.00			
	Animal License: Dog/Cat				
24	Spay/Neutered 1 yr. /3 yrs	17.00/49.00			
25	Non-Altered 1 yr. /3 yrs.	25.00/70.00			
26	Late fees - 60 days after due date	25.00			
27	Duplicate tag (Renewals only)	4.00			

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$76.93	22%	\$76.00	\$16
\$146.72	-9%	\$146.00	(\$14)
\$76.93	22%	\$76.00	\$16
NA	NA	Operations hourly rate (minimum fee of \$8,440.00)	\$0
\$1,951.78	22%	\$1,951.00	\$436
\$152.53	-15%	\$152.00	(\$23)
NA	NA	Per 3rd Party Contract	\$0
NA	NA	Per 3rd Party Contract	\$0
NA	NA	Per 3rd Party Contract	\$0
NA	NA	Per 3rd Party Contract	\$0

**Police**

#	Description	Current Fee/Charge	Unit	Notes	Code
28	Authority to contract for private service	To be determined by services contract			
	<b>Impound Fee</b>				
29	First 24 hour impound at Police Dept	100.00			
30	Each additional day at station	40.00	per day		
31	Animals quarantined at shelter	175.00		+ County impound fee & board	
32	At Large impound	110.00		+ County impound fee & board, set mileage and Animal Shelter Fee	
33	Animal Control Permit Fee	45.00	Annually	Pet shop, commercial kennel, private kennel, pet grooming parlor, animal menagerie, animal shelter or horse establishment or exotic animal	(City Code Section 4.37)
34	Bingo Permit - New Application	200.00			(City Code Section 5A.7)
35	Bingo Permit - Annual Renewal Fee	25.00			
36	Initial Cardroom Permit Fee	5,000.00	deposit		(Resolution 2013-06)
37	Annual Cardroom Permit (Renewal)	555.00			
38	Annual Table Permit Fees	300.00	per table		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	To be determined by services contract	\$0
NA	NA	\$100.00	\$0
NA	NA	\$40.00	\$0
NA	NA	\$175.00	\$0
NA	NA	\$110.00	\$0
NA	NA	\$45.00	\$0
\$159.38	-25%	\$159.00	(\$41)
\$56.59	56%	\$56.00	\$31
NA	NA	\$5,000.00	\$0
NA	NA	\$555.00	\$0
NA	NA	\$300.00	\$0

**Police**

#	Description	Current Fee/Charge	Unit	Notes	Code
39	One Week Table Permit	25.00		Must have a minimum of one Annual Table Permit	
40	Initial Employee Registration Application	370.00	per employee		
41	Annual Employee	185.00			
42	Concealed Weapons Permit - New A	100.00		\$20.00 upon filing and remainder upon approval	Penal Code Section 12054
43	Concealed Weapons Permit - Annual	25.00			Penal Code Section 12054
44	Dance Hall Permit**	405.00			(City Code Chapter 8.2)
45	Massage Permit - Initial	215.00		(Establishments, managing employees and/or practitioners) Practitioners permit fee is waived if simultaneously applying for an establishment or management employee permit	(City Code Section 13.52(c))

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$25.00	\$0
NA	NA	\$370.00	\$0
NA	NA	\$185.00	\$0
NA	NA	\$100.00	\$0
NA	NA	\$25.00	\$0
\$409.43	1%	\$409.00	\$4
\$288.31	25%	\$288.00	\$73

**Police**

#	Description	Current Fee/Charge	Unit	Notes	Code
46	Massage Permit - Renewal	125.00	Annually	(Establishments, managing employees and/or practitioners) Practitioners permit fee is waived if simultaneously applying for an establishment or management employee permit	
47	Pawnbrokers, Junk and Secondhand	55.00	Annual Fee		(City Code Chapter 12B)
48	Regulatory Bar Permit	405.00	Annually		(City Code Section 16.5)
49	Taxi Cab - Company Permits	235.00	Permit		(City Code Sections 23.6, 23.35)
50	Taxi Cab Driver - New	150.00			
51	Taxi Cab Driver - Renewal	100.00			
52	False Alarms Reponse	195.00	After 3rd and subsequent alarm within 12 months.	City reserves legal options for amounts over \$500.00	(City Code Section 3B.5)
53	False Alarms Registration	35.00	per registration	Initial registration only.	(City Code Section 3B.5)
54	False Alarms Reinstatement	25.00	per reinstatement	No response status after 7 alarms in 12 months.	(City Code Section 3B.5)

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$137.82	9%	\$137.00	\$12
NA	NA	\$55.00	\$0
\$439.72	8%	\$439.00	\$34
\$273.97	14%	\$273.00	\$38
\$178.86	16%	\$178.00	\$28
\$132.08	24%	\$132.00	\$32
\$192.11	-2%	\$192.00	(\$3)
\$38.58	9%	\$38.00	\$3
\$38.58	35%	\$38.00	\$13

**\*Note:**

See Facilities Fees for category descriptions

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
<b>General Inspections and Fees (all divisions)(A)(B)</b>				
1	Additional plan review required by changes, additions or revisions to approved plans	Division(s) hourly rate		2 hour minimum
2	Inspections for which no fee is specifically indicated	Division(s) hourly rate		minimum charge-one half hour
3	Inspections outside of normal business hours - Bldg	Division(s) hourly rate \$525.00	3 hours	plus \$170/hr each additional hour
4	Inspections outside of normal business hours - Planning	575.00	3 hours	plus \$185/hr
5	Re-inspection fees assessed determination	75.00		+ Division(s) hourly rate
6	Building Damage Survey Inspection and Report	NEW		+ Division(s) hourly rate OR see Inspection outside of normal business hrs.

**Building Life Environmental Safety (BLES)**

<b>Building Plan Check</b>				
#	Description	Current Fee/Charge	Unit	Notes
7	Plan Check Review	75% of building permit fee		Minimum 1/2 hour division hourly rate of \$75.00 as set forth on Table 1-A page 16
8	Deferred Submittal	75.00		+ Division(s) hourly rate (2 hour minimum)
9	Revisions	Division(s) hourly rate		+ Division(s) hourly rate (2 hour minimum)
10	Expedited Building Plan Check Review	150% of Building Permit fee		1st round review only

<b>Building Permit Fees</b>				
#	Description	Current Fee/Charge	Unit	Notes
11	Building Permit	As set forth in Table 1-A (page 14)		
12	Electrical, Mechanical and Plumbing	As set forth in pages 17-24		
13	Grading	As set forth in pages 25		

<b>State of California Fees</b>				
#	Description	Current Fee/Charge	Unit	Notes
14	Strong Motion Fee (Charged by State through City) Strong Motion Instrumentation and Seismic Hazard Mapping Fees (SMIP) State Fees	Fee is based on attached Building Valuation schedule which is determined by: \$.00010 x valuation with a minimum of \$ 0.50 for Group R occupancies excluding hotels and motels, and \$.00021 x valuation for all other occupancies.		
15	Category 1 - Residential, 1st to 3rd Story: Valuation x 0.00013= Fee	\$ 0.50 Min. Fee		
16	Category 2 - All Other Buildings: Valuation x 0.00028= Fee	\$ 0.50 Min. Fee		
17	Building Standards Administration Special Revolving Fund (BSASRF)			
18	Permit Valuation \$1 to \$25,000	\$1		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	Division(s) hourly rate	\$0
NA	NA	Division(s) hourly rate	\$0
\$524.02	NA	\$895.00	NA
\$476.46	-21%	\$476.46	(\$99)
\$89.69	16%	\$89.69	\$15
\$291.89	NA	\$291.89	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	75% of building permit fee	\$0
\$137.03	45%	\$137.03	\$62
\$137.03	NA	\$137.03	NA
NA	NA	150% of Building Permit fee	\$0

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	Fee is based on attached Building Valuation schedule which is determined by: \$.00010 x valuation with a minimum of \$ 0.50 for Group R occupancies excluding hotels and motels, and \$.00021 x valuation for all other occupancies.	\$0
NA	NA	\$ 0.50 Min. Fee	\$0
NA	NA	\$ 0.50 Min. Fee	\$0
NA	NA	\$1	\$0

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
19	Permit Valuation \$25,001 to \$50,000	\$2		
20	Permit Valuation \$50,001 to \$75,000	\$3		
21	Permit Valuation \$75,001 to \$100,000	\$4		
22	Every \$25,000 or fraction thereof above \$100,000	Add \$ 1		

City of Gilroy Standard Permitting Fees				
#	Description	Current Fee/Charge	Unit	Notes
23	General Plan Update Fee / High Speed Rail Master Plan Fee to offset city's expenditures (Excludes Residential: photovoltaic; water heater, furnace, and air conditioning replacements; reroofs; and interior remodeling such as kitchen and bath remodels. For purposes of this section, "residential" is considered as one- and two-family residences, including interior and photovoltaic work on individual condominium and townhouse units)	4.7%	of Building and Engineering fees	AKA General Plan Update Fee 4.7%

Miscellaneous Fees (City Code Sections 6.1 & 7.1. (a))				
#	Description	Current Fee/Charge	Unit	Notes
24	Accessibility - Equivalent Facilitation	225.00	for first hour	+ divisional hourly rate for each additional hour
25	Accessibility - Unreasonable Hardship Application	295.00	for first hour	+ divisional hourly rate for each additional hour
26	Addressing Fee	NEW	each	
27	Administrative Hearing	1,195.00	each	
28	Alternative Materials Review	960.00	each type	
29	Building Code Appeal Fee	2,180.00	each	
30	Certificate of Occupancy - Reproduction	50.00	each	
31	Demolition - Historical Building	3,565.00		
32	Demolition - Major (Greater than 501 sq. ft.)	1,050.00		
33	Demolition - Minor (120-500 sq. ft.)	395.00		
34	House Moving - Within City	2,100.00		
35	House Moving - From outside City	2,100.00		plus travel time
36	Physically Challenged Board of Appeal	2,180.00		
37	Plot Plan Review/Lot Change	550.00		each
38	Reproduction - Building Permit	40.00		
39	Reproduction - Building Plans (Architectural 24x36, max 20 sheets)	92.00	for first sheet	\$7.50 for each additional sheet
40	Reproduction - Building Address Files/Plans (8x14/11x17, max 20 sheets)	NEW	for first sheet	+\$0.20/sheet
41	Reproduction - Building Address Files/Plans (8x11, max 20 sheets)	NEW	for first sheet	+\$0.10/sheet
42	Reproduction - Microfilm - Building Plan Sheet (24x36, max 20 sheets)	39.00	for first sheet	\$7.50 for each additional sheet
43	Reproduction - Microfilm - Project Specification Sheet (24x36, max 20 sheets)	92.00	for first sheet	\$7.50 for each additional sheet

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$2	\$0
NA	NA	\$3	\$0
NA	NA	\$4	\$0
NA	NA	Add \$ 1	\$0

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
13%	64%	13%	8%

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$224.23	0%	\$224.00	(\$1)
\$291.75	-1%	\$291.00	(\$4)
\$89.20	NA	\$89.00	NA
\$1,188.78	-1%	\$1,188.00	(\$7)
\$944.09	-2%	\$944.00	(\$16)
\$1,601.79	-36%	\$1,601.00	(\$579)
\$84.74	41%	\$84.00	\$34
\$2,415.62	-48%	\$2,415.00	(\$1,150)
\$996.88	-5%	\$996.00	(\$54)
\$366.51	-8%	\$366.00	(\$29)
\$1,645.80	-28%	\$1,645.00	(\$455)
\$1,645.80	-28%	\$1,645.00	(\$455)
\$1,439.50	-51%	\$1,439.00	(\$741)
\$612.13	10%	\$612.00	\$62
\$50.40	21%	\$50.00	\$10
\$117.33	22%	\$117.00	\$25
\$56.02	NA	\$56.00	NA
\$56.02	NA	\$56.00	NA
\$117.33	67%	\$117.00	\$78
\$117.33	22%	\$117.00	\$25

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
44	Reproduction - Project Specifications (8x11, max 20 sheets)	23.00	for first sheet	+\$0.10/sheet
45	Temporary Certificate of Occupancy Bond Application	345.00		
46	Utility Bond Application	245.00		
47	Building Technology Fee	NEW	% of permit fees	

Photovoltaic Permitting Fees				
#	Description	Current Fee/Charge	Unit	Notes
48	Residential 15 kW or less	NEW		Residential
49	Residential More than 15 kW	NEW		+ \$15.00 per kW above 15 kW
50	Commercial 50 kW or less	NEW		Commercial
51	Commercial 50 kW - 250 kW	NEW		+ \$7.00 per kW above 50 kW
52	Commercial More than 250 kW	NEW		+ \$5.00 per kW above 250 kW

Solar Thermal Permitting Fees				
#	Description	Current Fee/Charge	Unit	Notes
53	Residential 10 kWth or less	NEW		
54	Residential More than 10 kWth	NEW		+ \$ 15.00 per kWth above 10 kWth
55	Commercial 30 kWth or less	NEW		
56	Commercial 30 kWth – 260 kWth	NEW		+ \$ 7.00 per kWth above 30 kWth
57	Commercial More than 260 kWth	NEW		+ \$ 5.00 per kWth

Photovoltaic Energy Storage System Permitting Fees				
#	Description	Current Fee/Charge	Unit	Notes
58	Energy Storage System - Permit Fee	NEW		each
59	Energy Storage System - Plan Check (Building)	NEW		+ divisional hourly rate for each additional hour
61	Energy Storage System - Inspection (Building)	NEW		+ divisional hourly rate for each additional hour

**Table 1-A - Building Permit Fees**

Roofing Permitting Fees				
#	Description	Current Fee/Charge	Unit	Notes
62	Residential Inspection	160.00	minimum fee	+ \$147.00/each additional hour
	<b>Residential Re-roof overlay, prep old roof, felt, new roof</b>			
63	Application Fee	70.00	plus	
64	1st 25 squares	275.00	plus	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$56.02	59%	\$56.00	\$33
\$1,028.97	66%	\$1,028.00	\$683
\$295.87	17%	\$295.00	\$50
5%	NA	5%	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$562.10	NA	\$450.00	NA
\$755.48	NA	\$500.00	NA
\$1,064.93	NA	\$1,000.00	NA
\$1,490.79	NA	\$1,000.00	NA
\$2,681.77	NA	\$2,400.00	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$480.52	NA	\$450.00	NA
\$533.39	NA	\$450.00	NA
\$1,104.75	NA	\$1,000.00	NA
\$1,245.26	NA	\$1,000.00	NA
\$2,426.94	NA	\$2,426.00	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$103.27	NA	\$103.27	NA
\$166.03	NA	\$166.03	NA
\$146.77	NA	\$146.77	NA

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$146.77	-9%	\$146.00	(\$14)
\$69.80	0%	\$69.00	(\$1)
\$195.73	-40%	\$195.00	(\$80)

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
65	Ea. additional 25 squares	130.00	plus	
66	Ea. additional inspection after 3 inspections	130.00		
	<b>Residential conversion, tear-off plywood, felt, new roof</b>			
67	Application Fee	70.00	plus	
68	1st 25 squares	370.00	plus	
69	Ea. additional 25 squares	130.00	plus	
70	Ea. additional inspection after 3 inspections	125.00		
	<b>Commercial/Industrial</b>			
71	Commercial/Industrial Pre-roof Inspections <sup>(A)</sup> (minimum charge – 1 hour)	205.00	minimum fee	+ 147.00/each additional hour
72	Commercial Re-roof	Based on valuation or contract price whichever is greater. **		

**Swimming Pool Permitting Fees**

#	Description	*Minimum Valuation	Unit	Notes
73	Residential Swimming Pools and/or Spas	55.00	per sq. ft.	Based on construction valuation or minimum sq. ft. whichever is greater
74	Commercial Swimming Pools and/or Spas	73.00	per sq. ft.	Based on construction valuation or minimum sq. ft. whichever is greater
75	Supplementals (Plumbing, Mechanical, and Electrical)	210.00		
76	Pool Replaster Surface	NEW		
77	Demo: Vinyl	NEW		
78	Demo: Gunite	NEW		
79	Pre-Treatment Discharge Permit	80.00		

**Wall / Monument Sign or Art Sculpture Permitting Fees**

Signs, Outline Lighting and Marquees <sup>(A)</sup>				
#	Description	*Minimum Valuation	Unit	Notes
80	New Sign / Art Sculpture	NEW		Based on valuation or contract price whichever is greater.**
81	For signs with outline lighting systems or marquees supplied from a new branch circuit	22.50	each	
82	For signs with outline lighting systems or marquees supplied from an existing branch circuit	NEW	each	
83	For additional branch circuits within the same sign, outline lighting system or marquee	4.50	each	
84	Structural Footings for Monument Sign/Art Sculpture	New	each	
85	Electrical Supplemental Fee	47.00		As set forth on pg 17

**Miscellaneous Permitting Fees**

#	Description	*Minimum Valuation	Unit	Notes
86	Deck	8.70	per sq. ft.	*

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$135.18	4%	\$135.00	\$5
\$146.77	11%	\$146.00	\$16
\$69.80	0%	\$69.00	(\$1)
\$270.35	-37%	\$270.00	(\$100)
\$165.45	21%	\$165.00	\$35
\$165.45	24%	\$165.00	\$40
\$215.85	5%	\$215.00	\$10
NA	NA	Based on valuation or contract price whichever is greater. **	\$0

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$120.00	\$65
NA	NA	\$150.00	\$77
NA	NA	\$179.00	(\$31)
\$333.05	NA	\$330.00	NA
\$345.49	NA	\$345.00	NA
\$462.03	NA	\$450.00	NA
NA	NA	\$80.00	\$0

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	Based on valuation or contract price whichever is greater.**	NA
\$60.56	NA	\$60.00	\$38
\$30.28	NA	\$30.00	NA
\$6.06	NA	\$6.00	\$2
\$363.85	NA	\$363.00	NA
\$52.87	NA	\$52.00	\$5

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$15.00	\$6

Community Development

#	Description	Current Fee/Charge	Unit	Notes
87	Patio Cover / Structures with open walls	16.30	per sq. ft.	*
88	Exterior Stucco to Residence Home	NEW	per sq ft.	*
89	Outdoor Fireplace	Based on valuation of \$3,260 or contract price whichever is greater.		+ supplemental fees for Electrical, Mechanical and/or Plumbing
90	Above ground Tank	905.00		+ supplemental fees for Electrical, Mechanical and/or Plumbing -Based on valuation or contract price whichever is greater.**

\* Minimum Valuation is considered as the valuation on this page or the contract / construction valuation whichever is greater  
 \*\* Valuation is based on contract price or construction valuation for material and labor at fair market value whichever is greater

Table A - Building Valuation Data

Electrical Permittings Fees				
#	Description	Current Fee/Charge	Unit	Notes
<b>Permit Issuance</b>				
91	For issuing each permit	115.00		plus
92	For issuing each supplemental permit	47.00		
<b>Temporary Power Service</b>				
93	For a temporary service power pole or pedestal including all pole or pedestal-mounted receptacle outlets and appurtenances, each	23.50	flat fee	
94	For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative light, Christmas tree sales lots, firework stands, etc. each	11.50	flat fee	
<b>Lighting Fixtures</b>				
<b>For lighting fixtures, sockets or other lamp-holding devices:</b>				
95	First 20 each	26.00		plus
96	Additional fixtures, each additional 20	21.00	each	
<b>For pole or platform-mounted lighting fixtures:</b>				
97	First 10	26.00		plus
98	each additional	1.30	each	
<b>For theatrical-type lighting fixtures or assemblies</b>				
99	First 10	26.00		plus
100	each additional	1.30	each	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
NA	NA	\$45.00	\$29
NA	NA	\$7.00	NA
NA	NA	Based on valuation of \$3,260 or contract price whichever is greater.	\$0
NA	NA	Based on valuation or contract price whichever is greater.**	\$0

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$155.30	26%	\$155.00	\$40
\$52.87	11%	\$52.00	\$5
\$30.28	NA	\$30.00	\$7
\$124.39	NA	\$124.00	\$113
\$31.49	17%	\$31.00	\$5
\$25.43	NA	\$25.00	\$4
\$31.49	17%	\$31.00	\$5
\$1.82	NA	\$1.00	(\$0)
\$31.49	17%	\$31.00	\$5
\$1.82	NA	\$1.00	(\$0)

Community Development

#	Description	Current Fee/Charge	Unit	Notes
	<b>Power Apparatus<sup>(A)(B)</sup></b>	For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial eating, air conditioners and heat pumps, cooking or baking equipment and other apparatus, as follows: Rating in horsepower (HP), kilowatts (KW), kilovolt-amperes (KVA), or kilovolt-amperes-reactive (KVAR):		<b>Note:</b> a.For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used. b.These fees include all switches, circuit breakers, contactors, thermostats, relays and other directly related control equipment.
101	Up to and including 1, each	4.50		
102	Over 1 and not over 10, each	11.50		
103	Over 10 and not over 50, each	22.50		
104	Over 50 and not over 100, each	42.50		
105	Over 100, each	64.00		
	<b>Busways</b>			<b>+ Issuance fees</b>
106	For trolley and plug-in type busways, each 100 feet, or fraction thereof.	6.80		<b>Note:</b> An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.
	<b>Carnivals and Circuses<sup>(A)</sup></b> Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays and attractions			For permanently installed rides, booths, displays and attractions, use the UNIT FEE SCHEDULE
107	For electric generators and electrically driven ride, each	23.50	each	+ Issuance fees
108	For mechanically driven rides and walk-through attractions or displays having electric lighting, each	6.80	each	+ Issuance fees
109	For a system of area and booth lighting, each	6.80	each	+ Issuance fees
	<b>Electrical Services</b>			
110	For main services of 400 amps or less	314.00		
111	For main services over 400 amps	805.00		
112	For Sub-Panels of 200 amps or less	NEW		+ Issuance fees
113	For Sub-Panels over 200 amps	NEW		+ Issuance fees
114	Meter Pedestal	NEW	flat fee	
	<b>Cell Tower:</b>			
115	Cell Tower Permit fee fee includes plan check for 1st and 2nd review	NEW	each	plus
116	With Battery	NEW		
117	No Battery	NEW		
	<b>Electrical Vehicle Charging</b>			
118	EVC - Residential	NEW		
119	EVC - Commercial	NEW		Based on valuation or contract price whichever is greater.**

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$36.33	88%	\$36.00	\$32
\$31.49	63%	\$31.00	\$20
\$29.07	23%	\$29.00	\$7
\$26.64	-60%	\$26.00	(\$17)
\$24.22	-164%	\$24.00	(\$40)
\$60.56	89%	\$60.00	\$53
\$33.76	30%	\$33.00	\$10
\$27.01	75%	\$27.00	\$20
\$13.50	50%	\$13.00	\$6
\$385.16	18%	\$385.00	\$71
\$704.21	-14%	\$704.00	(\$101)
\$177.55	NA	\$177.00	NA
\$269.95	NA	\$269.00	NA
\$293.61	NA	\$293.00	NA
\$1,038.64	NA	\$1,038.00	NA
\$785.11	NA	\$785.00	NA
\$249.05	NA	\$249.00	NA
\$275.68	NA	\$275.00	NA
NA	NA	Based on valuation or contract price whichever is greater.**	NA

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
	<b>Unit Fee Schedule</b>			
	<b>For receptacle, switch and lighting outlets. For receptacle, switch, lighting or other outlets at which current is used or controlled, except services, feeders and meters:</b>			+ issuance fees
120	First 20, lump sum	26.00		plus
121	each additional 20	21.00		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$31.49	17%	\$31.00	\$5
\$25.43	17%	\$25.00	\$4

Electrical Permit Fees for new construction or addition shall be the Division Hourly Rate (half-hour minimum) per required inspection or based on the fixture counts or the fee per square foot based on the construction category as set forth below. These Permit Fees are in addition to the Permit Issuance Fees. These fees do not include Plan Check fees.

Electrical Permits Fees <sup>(A)(B)</sup>				
#	Category	Cost per Trade	Unit	Notes
122	Assembly Occupancies	0.115	per square foot	
123	Hazardous Use	0.251	per square foot	
124	Hotel / Motel	0.115	per square foot	
125	Manufacturing	0.251	per square foot	
126	Medical / Dental Office	0.168	per square foot	
127	Office / Shell Speculative Uses	0.168	per square foot	
128	Parking Structure	0.021	per square foot	
129	Repair Garage / Gas Station	0.251	per square foot	
130	Research and Development	0.168	per square foot	
131	Residential (single, two-family and multifamily apartments and condominiums)	0.136	per square foot	
132	Restaurant / Market	0.251	per square foot	
133	Commercial Restrooms	0.251	per square foot	
134	Store / Retail	0.168	per square foot	
135	Warehouses	0.052	per square foot	
136	All Others	0.136	per square foot	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$0.118	NA	\$0.118	\$0
\$0.256	NA	\$0.256	\$0
\$0.136	NA	\$0.136	\$0
\$0.256	NA	\$0.256	\$0
\$0.247	NA	\$0.247	\$0
\$0.178	NA	\$0.178	\$0
\$0.021	NA	\$0.021	\$0
\$0.256	NA	\$0.256	\$0
\$0.172	NA	\$0.172	\$0
\$0.158	NA	\$0.158	\$0
\$0.242	NA	\$0.242	(\$0)
\$0.724	NA	\$0.724	\$0
\$0.167	NA	\$0.167	(\$0)
\$0.092	NA	\$0.092	\$0
\$0.079	NA	\$0.079	(\$0)

Mechanical Permit and Plan Review <sup>(a)(b)</sup>				
#	Description	Current Fee/Charge	Unit	Notes
	<b>Permit Issuance <sup>(A)(B)</sup></b>			
137	For issuing each permit	115.00		plus
138	For issuing each supplemental permit	47.00		
	<b>Heating, Ventilation, and Air Conditioning (HVAC)</b>			
139	Residential (New) Furnace and / or AC/Condenser	293.00		
140	Residential existing (Replace) Furnace and / or AC/Condenser	NEW		
141	Residential (New, Adding, Replacing and / or Relocating) Ducting and vents.	NEW	each	+ Issuance fees, if standalone
142	Commercial (New) Furnace and/or HVAC/Condenser	NEW		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$155.30	26%	\$155.00	\$40
\$52.87	11%	\$52.00	\$5
\$332.00	12%	\$332.00	\$39
\$192.73	NA	\$192.00	NA
\$27.58	NA	\$27.00	NA
\$494.58	NA	\$494.00	NA

Community Development

#	Description	Current Fee/Charge	Unit	Notes
143	Commercial existing (Replace) Furnace and/or HVAC/Condensor	NEW		Flat Fee or based on construction valuation, whichever is greater
144	Commercial - Ducts and Vents (New, Replacing or Relocating)	NEW	each	+issuance fees, if standalone
<b>Unit Fee Schedule</b>				<b>+ issuance fees</b>
145	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to 100,000 btu/h	13.60		
146	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, over 100,000 btu/h	15.70		
147	For the installation or relocation of each floor furnace, including vent	13.60		
148	For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	13.60		
149	For the installation, relocations or replacements of each appliance vent installed and not included in an appliance permit	6.50		
150	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this code	13.60		
151	For the installation or relocation of each boiler or compressor to and including 3 horsepower, or each absorption system to and including 100,000 btu/h	13.60		
152	For the installation or relocation of each boiler or compressor to and including 3 horsepower and including 15 horsepower, or each absorption system over 100,000 btu/h to and including 500,000 btu/h	23.50		
153	For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 btu/h to and including 1,000,000 btu/h	32.70		
154	For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or each absorption system over 1,000,000 btu/h to and including 1,750,000 btu/h	48.20		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$366.51	NA	\$366.00	NA
\$30.00	NA	\$30.00	NA
\$18.41	NA	\$18.00	\$4
\$18.41	NA	\$18.00	\$2
\$15.99	NA	\$15.00	\$1
\$15.99	NA	\$15.00	\$1
\$7.75	NA	\$7.00	\$1
\$15.99	NA	\$15.00	\$1
\$15.99	NA	\$15.00	\$1
\$27.86	NA	\$27.00	\$4
\$38.76	NA	\$38.00	\$5
\$56.92	NA	\$56.00	\$8

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
155	For the installation or relocation of each boiler or compressor to and including 50 horsepower, or each absorption system over 1,750,000 btu/h	87.00		
156	For each air-handling unit over 10,000 cfm	15.70		
157	For each evaporative cooler other than portable type	10.00		
158	For each ventilating fan connected to a single duct	6.50		
159	For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	10.00		
160	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	10.00		
161	For installation or relocation of each domestic type incinerator	15.70		
162	For the installation or relocation of each commercial or industrial type incinerator	64.00		
163	For each appliance or piece of equipment regulated by this code but not classed in other appliance categories or for which no other fee is listed	10.00		

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$102.94	NA	\$102.00	\$15
\$18.41	NA	\$18.00	\$2
\$15.74	NA	\$12.00	\$2
\$7.63	NA	\$7.00	\$1
\$12.11	NA	\$12.00	\$2
\$12.11	NA	\$12.00	\$2
\$18.41	NA	\$18.00	\$2
\$76.30	NA	\$76.00	\$12
\$12.11	NA	\$12.00	\$2

Mechanical Permit Fees for new construction or addition shall be the Division Hourly Rate (half-hour minimum) per required inspection or based on the fixture counts or the fee per square foot based on the construction category as set forth below. These Permit Fees are in addition to the Permit Issuance Fees. These fees do not include Plan Check fees.

Mechanical Permits Fees <sup>(A)(B)</sup>				
#	Category	Cost per Trade	Unit	Notes
164	Assembly Occupancies	0.115	per square foot	
165	Hazardous Use	0.251	per square foot	
166	Hotel / Motel	0.115	per square foot	
167	Manufacturing	0.251	per square foot	
168	Medical / Dental Office	0.168	per square foot	
169	Office / Shell Speculative Uses	0.168	per square foot	
170	Parking Structure	0.021	per square foot	
171	Repair Garage / Gas Station	0.251	per square foot	
172	Research and Development	0.168	per square foot	
173	Residential (single, two-family and multifamily apartments and condominiums)	0.136	per square foot	
174	Restaurant / Market	0.251	per square foot	
175	Restrooms	0.251	per square foot	
176	Store / Retail	0.168	per square foot	
177	Warehouses	0.052	per square foot	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$0.118	NA	\$0.118	\$0
\$0.256	NA	\$0.256	\$0
\$0.136	NA	\$0.136	\$0
\$0.256	NA	\$0.256	\$0
\$0.247	NA	\$0.247	\$0
\$0.178	NA	\$0.178	\$0
\$0.021	NA	\$0.021	\$0
\$0.256	NA	\$0.256	\$0
\$0.172	NA	\$0.172	\$0
\$0.158	NA	\$0.158	\$0
\$0.242	NA	\$0.242	(\$0)
\$0.724	NA	\$0.724	\$0
\$0.167	NA	\$0.167	(\$0)
\$0.092	NA	\$0.092	\$0

Community Development

#	Description	Current Fee/Charge	Unit	Notes
178	All Others	0.136	per square foot	

Plumbing Permit and Plan Review<sup>(a)(b)</sup>

#	Description	Current Fee/Charge	Unit	Notes
	<b>Permit Issuance<sup>(A)(B)</sup></b>			
179	For issuing each permit	115.00		plus
180	For issuing each supplemental permit	47.00		
	<b>Water Heater &amp; Water Softener permitting fees</b>			
181	Tankless Water-heater	NEW		
182	Water heater replacement	147.00		
183	Electric water heater	New		
184	Heat Pump Water Heater	New	flat fee	
185	For each water heater vent	11.00	each	+ Issuance Fees, if standalone
	*If converting and/or relocating, Building Plan Check and Building Inspections fees are also applicable.			
186	Water Softener	NEW	flat fee	
	<b>Waterline &amp; Sewer Repipe</b>			
187	Residential repipe waterline	NEW		
188	Residential repipe from house to main waterline	NEW		
189	Residential repipe sewer	NEW		
190	Residential repipe from house to main sewer	NEW		
191	Commercial repipe sewer	NEW		
192	Commercial repipe from house to main sewer	NEW		
193	For each building sewer and each trailer park sewer	28.30	each	+issuance fee
	<b>Unit Fee Schedule</b>			<b>+ issuance fees</b>
194	For each plumbing fixture or trap or set of fixtures on one trap	8.90	each	
194	For each industrial waste pretreatment interceptor including its trap and vent excepting kitchen-type grease interceptors functioning as fixture traps	18.00	each	
195	For installation, alteration, or repair of water piping and/or water treating equipment, each	4.50	each	
196	For repair or alteration of drainage or vent piping, each fixture	4.50	each	
197	For each lawn sprinkler system on any one meter, including backflow protection devices therefore	13.00	each	
	<b>For atmospheric-type vacuum breakers:</b>			
198	1 to 5	11.00	each	
199	Over 5	2.40	each	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$0.079	NA	\$0.079	(\$0)

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$155.30	26%	\$155.00	\$40
\$52.87	11%	\$52.00	\$5
\$219.33	NA	\$219.00	NA
\$185.57	21%	\$185.00	\$38
\$185.57	NA	\$185.00	NA
\$254.66	NA	\$254.00	NA
\$13.32	NA	\$13.00	\$2
\$146.86	NA	\$146.00	NA
\$265.53	NA	\$265.00	NA
\$185.57	NA	\$185.00	NA
\$354.89	NA	\$354.00	NA
\$264.05	NA	\$264.00	NA
\$715.06	NA	\$715.00	NA
\$449.00	NA	\$448.00	NA
\$33.91	17%	\$33.00	\$5
\$12.11	NA	\$12.00	\$3
\$24.22	NA	\$24.00	\$6
\$5.45	NA	\$5.00	\$1
\$5.45	NA	\$5.00	\$1
\$15.74	NA	\$15.00	\$2
\$13.32	NA	\$13.00	\$2
\$2.91	NA	\$2.00	(\$0)

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
	<b>For each back flow protective device other than atmospheric-type vacuum breakers</b>			
200	2 inches and smaller	11.00	each	
201	Over 2 inches	22.50	each	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$13.32	NA	\$13.00	\$2
\$26.64	NA	\$26.00	\$4

Plumbing Permit Fees for new construction or addition shall be the Division Hourly Rate (half-hour minimum) per required inspection or based on the fixture counts or the fee per square foot based on the construction category as set forth below. These Permit Fees are in addition to the Permit Issuance Fees. These fees do not include Plan Check fees.

Plumbing Permits Fees <sup>(A)(B)</sup>				
#	Category	Cost per Trade	Unit	Notes
202	Assembly Occupancies	0.115	per square foot	
203	Hazardous Use	0.251	per square foot	
204	Hotel / Motel	0.115	per square foot	
205	Manufacturing	0.251	per square foot	
206	Medical / Dental Office	0.168	per square foot	
207	Office / Shell Speculative Uses	0.168	per square foot	
208	Parking Structure	0.021	per square foot	
209	Repair Garage / Gas Station	0.251	per square foot	
210	Research and Development	0.168	per square foot	
211	Residential (single, two-family and multifamily apartments and condominiums)	0.136	per square foot	
212	Restaurant / Market	0.251	per square foot	
213	Restrooms	0.251	per square foot	
214	Store / Retail	0.168	per square foot	
215	Warehouses	0.052	per square foot	
216	All Others	0.136	per square foot	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$0.118	NA	\$0.118	\$0
\$0.256	NA	\$0.256	\$0
\$0.136	NA	\$0.136	\$0
\$0.256	NA	\$0.256	\$0
\$0.247	NA	\$0.247	\$0
\$0.178	NA	\$0.178	\$0
\$0.021	NA	\$0.021	\$0
\$0.256	NA	\$0.256	\$0
\$0.172	NA	\$0.172	\$0
\$0.158	NA	\$0.158	\$0
\$0.242	NA	\$0.242	(\$0)
\$0.724	NA	\$0.724	\$0
\$0.167	NA	\$0.167	(\$0)
\$0.092	NA	\$0.092	\$0
\$0.079	NA	\$0.079	(\$0)

Grading/Cut and/or Fill Permit Fees(a)				
#	Category	Cost per Trade	Unit	Notes
217	Minimum plan review	290.00		Minimum (1 hr Plan Review)
218	Up to 1000 cubic yards	390.00		Inspection Times Included.
219	1001 cubic yards, to 10,000 cubic yards	390.00	for the first 1,000 cubic yards	plus \$12.60 for each additional 1,000 cubic yards, or fraction thereof
220	10,001 cubic yards, to 100,000 cubic yards	500.00	for the first 10,000 cubic yards	plus \$54.00 for each additional 10,000 cubic yards, or fraction thereof

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$263.62	-10%	\$263.00	(\$27)
\$384.31	-1%	\$384.00	(\$6)
\$384.31	-1%	\$384.00	(\$6)
\$495.62	-1%	\$495.00	(\$5)

**Community Development**

#	Description	Current Fee/Charge	Unit	Notes
221	100,001 cubic yards or more	985.00	for the first 10,000 cubic yards	plus \$30.40 for each additional 10,000 cubic yards, or fraction thereof

**Housing Community Development Loan Fees**

#	Description	Current Fee/Charge	Unit	Notes
222	Loan Demand Payoff Fee	250.00		

<sup>(A)</sup> Reflects fee increases to offset the city's expenditures for the city's High Speed Rail Master Plan effort

<sup>(B)</sup> Fee will be reduced by 4.49% for residential: photovoltaic; water heater, furnace, and air conditioning replacements; reroofs; and interior remodeling such as kitchen and bath remodels. For purposes of this section, "residential" is considered as one- and two-family residences, including interior and photovoltaic work on individual condominium and townhouse units.

\*For any user fee service request that is outside the scope, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$1,074.36	8%	\$1,074.00	\$89

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$6.00	-4067%	\$6.00	(\$244)

## Building Valuation Table Suggested (All New Construction)

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
1	1,000	250.00	<b>259.56</b>	0.00	<b>0.00</b>	0
1,001	2,000	250.00	<b>259.56</b>	3.48	<b>3.61</b>	100
2,001	25,000	286.04	<b>296.98</b>	15.22	<b>15.80</b>	1,000
25,001	50,000	636.18	<b>660.50</b>	10.98	<b>11.40</b>	1,000
50,001	100,000	910.75	<b>945.57</b>	7.61	<b>7.90</b>	1,000
100,001	500,000	1,291.34	<b>1,340.71</b>	6.08	<b>6.31</b>	1,000
500,001	1,000,000	3,724.57	<b>3,866.96</b>	5.16	<b>5.36</b>	1,000
1,000,001	and up	6,305.42	<b>6,545.59</b>	3.42	<b>3.55</b>	1,000

**Percent Change = 3.8%**

**Cost Recovery Level = 100%**

Fees - Processing Fees and Charges (City Code Section 7.1. (a))

#	Description	Current Fee/Charge	Unit	Notes
1	Administrative Time Extension	380.00		plus publishing costs***
2	Annexation	15,910.00		Plus actual attorney fees. Note: Actual cost for other related fees will be collected by the City for outside agencies.
	<b>Appeals</b>			
3	Appeal, Planning Commission	600.00		Plus publishing costs***Plus actual attorney fees
4	Appeal, All others	2,540.00		Plus publishing costs***Plus actual attorney fees
	<b>Architectural and Site Review - Commercial, Wireless &amp; Miscellaneous<sup>4,5</sup></b>			
5	New Construction (up to 5,000 sq.ft.)	8,900.00		
6	New Construction (each additional 5,000 sq.ft.)	695.00		
7	Remodel/Additions	4,065.00		Additions up to 10% of existing SF
	<b>Architectural and Site Review - Residential</b>			
8	New Construction, 4 or more homes (base fee)	7,295.00		
9	New Construction, 4 or more homes (add for each flat land tract plan)	\$540.00		
10	New Construction, 4 or more homes (add for each hillside tract plan)	1,160.00		
11	Hillside (single custom home), Duplex or Triplex	4,090.00		
12	Remodel/Additions	735.00		
	<b>Architectural and Site Review - Industrial<sup>4,5</sup></b>			
13	New Construction (up to 10,000 sq.ft.)	5,125.00		
14	New Construction (each additional 10,000 sq.ft.)	\$290.00		
15	Remodel/Additions	2,130.00		Additions up to 10% of existing SF
16	Conditional Use Permit	5,275.00		Plus publishing costs***Plus actual attorney fees
17	Development Agreement	17,250.00	Deposit	Minimum (Hourly rate invoiced against initial deposit, plus \$10,000 deposit for attorney fees)
	<b>Environmental</b>			
18	Categorical Exemption	450.00		
19	Initial Study/ND/MND, non-complex project (Staff Review)	9,415.00	min	15% of contract cost (admin) + Mitigation Monitoring cost + publishing cost*** + 15% staff review + 10% contingency
20	Environmental Impact Report (staff review)	19,820.00	min	15% of contract cost (admin) + Mitigation Monitoring cost + publishing cost*** + 15% staff review + 10% contingency
21	EIR/MND/Initial Study (Consultant Contract)	pass through		Actual contract cost plus 15% of contract cost + 15% staff review + 10% contingency
	<b>General Plan Amendment</b>			
22	General Plan <i>Map</i> Amendment (up to 10 acres)	15,575.00	min + hourly rate if fee ex	plus attorney fees and publishing cost***
23	General Plan <i>Map</i> Amendment (each additional 10 acres)	\$100.00		
24	General Plan <i>Text</i> Amendment	10,710.00	min + hourly rate if fee ex	plus attorney fees and publishing cost***
25	Habitat Conservation Permit Processing, Not Complex	1,150.00	Deposit	Division hourly rate invoiced against initial deposit plus consultant cost and 15% admin fee
26	Mills Act Request	1,305.00		Plus actual attorney fees
27	Minor Deviation Variance Review	1,235.00		
28	Minor Modification	320.00	Deposit	
29	Miscellaneous	division hourly rate		
30	Mobile Home Rent Review	4,945.00		plus arbitrator's fee
31	Planned Unit Development	13,875.00		plus A&S fee, plus attorney fees + publishing fees

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$410.06	7%	\$410.06	\$30
\$19,632.13	19%	\$19,632.13	\$3,722
\$930.31	36%	\$930.00	\$330
\$1,145.09	-122%	\$1,145.00	(\$1,395)
\$10,365.88	14%	\$10,365.88	\$1,466
\$925.92	25%	\$925.92	\$231
\$2,647.74	-54%	\$2,647.74	(\$1,417)
\$8,293.65	12%	\$8,294.00	\$999
\$591.58	9%	\$592.00	\$52
\$1,202.53	4%	\$1,203.00	\$43
\$4,532.05	10%	\$4,532.00	\$442
\$1,172.46	37%	\$1,172.46	\$437
\$7,655.15	33%	\$7,655.15	\$2,530
\$604.08	52%	\$604.08	\$314
\$2,292.14	7%	\$2,292.14	\$162
\$5,530.11	5%	\$5,530.00	\$255
\$19,081.10	10%	\$19,081.10	\$1,831
\$536.41	16%	\$536.00	\$86
\$12,113.17	22%	\$12,113.17	\$2,698
\$23,739.79	17%	\$23,739.79	\$3,920
NA	NA		\$0
\$15,603.93	0%	\$15,603.93	\$29
\$150.27	33%	\$150.00	\$50
\$18,747.74	43%	\$18,747.74	\$8,038
\$1,373.34	16%	\$1,373.34	\$223
\$2,112.49	38%	\$2,112.49	\$807
\$2,451.84	50%	\$2,451.84	\$1,217
\$332.71	4%	\$320.00	\$0
NA	NA	division hourly rate	\$0
\$5,032.26	2%	\$5,032.26	\$87
\$16,202.91	14%	\$16,203.00	\$2,328

Planning

Fees - Processing Fees and Charges (City Code Section 7.1. (a))

#	Description	Current Fee/Charge	Unit	Notes
32	Reasonable Accommodation	400.00		
33	Sign Permit (first sign)	126.00		
34	Temporary Use Permit (standard)	925.00	min	Planning Division hourly rate plus attorney fees
35	Tentative Parcel Map (up to 4 lots)	7,355.00		Plus publishing costs***Plus actual attorney fees
	Tentative Tract Map (5 or more lots)			
36	Tentative Tract Map (5 - 12 lots)	13,995.00		Plus publishing costs***Plus actual attorney fees
37	Tentative Tract Map (each lot over 12 lots, flat lot)	\$115.00		
38	Tentative Tract Map (each lot over 12 lots, Hillside lot)	\$500.00		
39	Tentative Tract Map Extension	1,010.00		Plus publishing costs***Plus actual attorney fees
	<b>Urban Service Area Amendment</b>			
40	Urban Service Area Amendment (up to 10 acres)	27,785.00		plus publishing cost and attorney fees. LAFCO fees and additional deposit to be provided after city action***
41	Urban Service Area Amendment (each additional 10 acres)	\$165.00		
42	Variance Request	5,185.00		Plus publishing costs***Plus actual attorney fees
	<b>Zoning Amendment</b>			
43	Zoning Map Amendment (up to 10 acres)	5,060.00		plus publishing costs***Plus actual attorney fees
44	Zoning Map Amendment (each additional 10 acres)	120.00		
45	Zoning Ordinance Text Amendment	7,085.00		Plus publishing costs***Plus actual attorney fees
46	Pre-Application DRG Review	1,520.00		
	<b>Other Review and Service Fees</b>			
47	Continuation Request by Applicant	Hourly Rate		hourly rate, minimum \$370 plus publishing cost***
48	Research	Hourly Rate + Direct Cost	Deposit	minimum 2 hour
49	Planning Inspections	Divisional hourly rate		\$69.00 minimum
50	Planning Plan Check	Divisional hourly rate		\$69.00 minimum
51	Security Deposit Application Fee	270.00	Deposit	
52	Affordable Housing Project	4,290.00		plus attorney fees
53	Affordable Housing Agreement	3,450.00	unit/Deposit	plus attorney fees
54	Designated Historic Resource review permit (Admin)	3,560.00		
55	Designated Historic Resource review permit (Commission)	3,560.00		plus consultant fees and 15% admin fee
56	Historic Demolition / Significant Alteration review permit (commission)	New		plus consultant fees and 15% admin fee
57	Initial Study/ND/MND, Complex project (Staff Review)	New		15% of contract cost (admin) + Mitigation Monitoring cost + publishing cost***
58	Existing Sign Program Permit	New		
59	New Sign Program (e.g., for new/remodeled shopping centers)	New		
60	Sign Permit, each additional sign	New		
61	Minor Temporary Use Permit (e.g. flower vendors, model homes, trailers)	New		
62	Minor Conditional Use Permit (e.g., wine bar, farmers market)	New		
63	Habitat Conservation Permit Processing - Complex	New		plus consultant fees
64	Zoning Verification	New		
65	General Plan / Zoning Ordinance Update Fee	15%	of Planning Applications	

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
\$1,120.29	64%	\$1,120.00	\$720
\$293.14	57%	\$293.00	\$167
\$2,074.06	55%	\$2,074.00	\$1,149
\$10,252.85	28%	\$10,253.00	\$2,898
\$19,036.49	26%	\$19,036.49	\$5,041
\$301.85	62%	\$302.00	\$187
\$876.58	43%	\$877.00	\$377
\$767.71	-32%	\$768.00	(\$242)
\$29,187.63	5%	\$29,188.00	\$1,403
\$423.15	61%	\$423.00	\$258
\$5,469.66	5%	\$5,469.66	\$285
\$11,884.56	\$0.57	\$11,884.56	\$6,825
\$150.27	\$0.20	\$150.27	\$30
\$14,417.42	\$0.51	\$14,417.42	\$7,332
\$3,485.52	56%	\$3,485.52	\$1,966
NA	NA	Hourly Rate	\$0
NA	NA	Hourly Rate + Direct Cost	\$0
NA	NA	Divisional hourly rate	\$0
NA	NA	Divisional hourly rate	\$0
NA	NA	Divisional hourly rate	\$0
\$3,271.03	-31%	\$3,271.03	(\$1,019)
\$6,089.20	43%	\$6,089.20	\$2,639
\$2,935.88	-21%	\$2,935.88	(\$624)
\$2,967.01	-20%	\$2,967.00	(\$593)
\$4,423.38	NA	\$5,712.91	NA
\$5,068.23	NA	\$12,581.51	NA
\$507.70	NA	\$507.70	NA
\$2,224.20	NA	\$2,224.20	NA
\$126.93	NA	\$126.93	NA
\$1,536.17	NA	\$1,536.17	NA
\$1,159.68	NA	\$1,159.68	NA
\$3,162.47	NA	\$3,162.00	NA
\$400.42	NA	\$400.42	NA
20%	25%	20%	5%

Fees - Processing Fees and Charges (City Code Section 7.1. (a))

#	Description	Current Fee/Charge	Unit	Notes
66	Technology Fee	New	Of Planning Applications and Building Permits	
67	Public Noticing Fee	New		
68	Murray Las Animas Overlay Fee	New		
69	Tree Removal Permit	300.00		
70	Zoning Clearance (Wireless Facilities)	320.00	Deposit	plus RF Report Preparation Cost

Full Cost	Current Subsidy %	Recommended Fee	Fee Δ
5%	NA	5%	NA
\$1,128.32	NA	\$1,128.32	NA
\$1,422.32	NA	\$1,422.00	NA
\$332.71	NA	\$300.00	\$0
\$335.57	NA	\$320.00	\$0

Additional fees may be assessed, as determined by the Community Development Director, based upon complications due to environmental review, three or more re-submittals, applicant-initiated project revisions, continued public hearings, additional publishing. For those projects involving multiple public hearing applications, the publication costs will be reduced to a single charge when it is determined, and reasonably possible, that the public-hearing applications can be processed together. For any user fee service request that is outside the scope, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved. City Attorney costs will be passed on directly to applicant as needed.



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