AGENDA

CITY COUNCIL - SPECIAL MEETING (WORKSHOP)
CITY OF BANNING, CALIFORNIA

October 14, 2025
4:00 p.m.
In Chambers

Council Chambers
99 E. Ramsey Street
Banning, CA 92220

The following information comprises the agenda for the special meeting of the Banning City Council, a joint meeting of the City Council and Banning Utility Authority, and the Banning City Council sitting in its capacity as the Banning Successor Agency Board.

This meeting is being held via Zoom so that members of the public may observe and participate in this meeting electronically. If you participate in this meeting via Zoom, you are agreeing to abide by the City's Zoom Community Standards for Public Meetings (provided in full on the last page of the agenda). *Esta reunión se lleva a cabo en la Cámara y a través de Video/Teleconferencia en Zoom para que los miembros del público puedan observar y participar en esta reunión de manera electrónica. Si elige participar en esta reunión a través de Zoom, acepta cumplir con los Estándares comunitarios de Zoom para reuniones públicas de la ciudad (que se proporcionan en su totalidad en la última página de la agenda).*

To observe and participate in the online video portion of the meeting through your personal computer or device, follow this link:
https://us02web.zoom.us/j/82012644588?pwd=RwqtJC8xehLDKZvr3LEKOf9u8uP2pt.1

Dial in: +1 669 900 9128

Meeting ID: 820 1264 4588
Password: 92220

Per the City of Banning Manual of Procedural Guidelines, matters taken up by the Council before 10 p.m. may be concluded, but no new matters shall be taken up except upon a majority vote of the council members present and voting. Such an extension shall only be valid for one hour and each hour thereafter shall require a renewed action for the meeting to continue.

1. CALL TO ORDER

2. WORKSHOP

2.1 Review of the Updated City of Banning User Fee Handbook
Recommendation: Provide direction to staff and the City's consultant

3. PUBLIC COMMENTS - *Agenda Items Only*

4. ADJOURNMENT

Zoom Community Standards for Public Meetings

By participating in this meeting on Zoom, you are agreeing to abide by the City of Banning's Community Standards for Public Meetings. Zoom attendees that fail to adhere to these standards may be removed from the meeting room.

- Your microphone must remain on mute, and you may only unmute your microphone when/if you are recognized by the Mayor.
- Your camera must be turned off unless/until you are recognized by the Mayor.
- To indicate a desire to make Public Comment, you must use the Raise Hand function. The Mayor will not recognize those who have not used the Raise Hand function.
- Public Comment from Zoom attendees will immediately follow in-person comment from members of the public in Council Chambers.
- If you fail to adhere to these community guidelines, **you may be removed** for disrupting the meeting occurring in Council Chambers. You may rejoin the meeting but may be removed for each violation of these community standards.
- The chat function will be disabled for all City Council meetings on Zoom.

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Al participar en esta reunión en Zoom, usted acepta cumplir con los Estándares Comunitarios para Reuniones Públicas de la ciudad de Banning. Los que atienden por Zoom que no cumplan con estos estándares pueden ser retirados de la sala de reuniones.

- Su micrófono debe permanecer en silencio, y solo puede reactivar su micrófono cuando / si es reconocido por el alcalde.
- Su cámara debe estar apagada a menos que sea reconocido por el alcalde.
- Para indicar el deseo de hacer un Comentario Público, debe utilizar la función Levantar la mano. El alcalde no reconocerá a quienes no hayan utilizado la función Levantar la mano.
- Los comentarios públicos de lo que atienden por Zoom seguirán inmediatamente los comentarios en persona de los miembros del público en las Cámaras del Consejo.
- Si no cumple con estas pautas de la comunidad, es posible que lo destituyan por interrumpir la reunión que tiene lugar en las Cámaras del Consejo. Puede volver a unirse a la reunión, pero es posible que lo eliminen por cada violación de estos estándares de la comunidad.
- La función de chat estará deshabilitada para todas las Reuniones del Ayuntamiento en Zoom.

AFFIDAVIT • DECLARACIÓN JURADA

IT IS HEREBY CERTIFIED under the laws of the State of California that the above agenda was posted on the City's website (www.banningca.gov) as well as the Bulletin Board at Banning City Hall, located at 99 E Ramsey Street, Banning, CA 92220, at least 24 hours in advance of the meeting.

Vickie Sellers

Vickie Sellers, Elected City Clerk
Secretaria Municipal Electa

PUBLIC NOTICE • NOTICIA PÚBLICA

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Interested in receiving email and/or text notifications of upcoming City Council meetings? Sign up for meeting notifications through the City's website. Pursuant to amended Government Code §54957.5(b), staff reports and other public records related to open session agenda items are available on the City's website (www.banningca.gov/).

Public Comment

Agenda Items

Any member of the public may address this meeting of the City Council on any item appearing on the agenda. A five-minute limitation shall apply to each member of the public and no member of the public shall be permitted to share their time with any other person.

Non-Agenda Items

Any member of the public may address this meeting of the City Council on any item which does not appear on the regular meeting agenda but is of interest to the general public and is an item upon which the City Council may act. A three-minute limitation shall apply to each member of the public and no member shall be permitted to share their time with any other person. No action shall be taken, nor discussion held by the City Council, on any item which does not appear on the agenda, unless the action is otherwise authorized in accordance with the provisions of subdivision (b) of §54954.2 of the Government Code.

Special Assistance/Accessibility Requests

In compliance with the Americans with Disabilities Act, any member of the public may request that the agenda and agenda packet be mailed to them. If you need special assistance to participate in this meeting (such as translation services), please contact the City Clerk's Office. Advanced notification of at least 48 hours prior to the meeting will allow the city to make arrangements to ensure your accessibility.

¿Necesita servicios de traducción para participar? Contacto Oficina del Secretario de la Ciudad.

CONTACT • CONTACTO

City Clerk's Office | 951-922-3102 | CityClerks@banningca.gov
99 East Ramsey Street, Banning, California 92220

CITY OF BANNING
STAFF REPORT

TO:	**CITY COUNCIL**
FROM:	**Arturo Vela, Interim City Manager**
PREPARED BY:	**Nate Smith, Deputy Director of Public Works/City Engineer**
MEETING DATE:	**October 14, 2025**
SUBJECT:	**Review of the Updated City of Banning User Fee Handbook**

RECOMMENDATION:

Provide direction to staff and the City's consultant

BACKGROUND:

City Council approved Resolution 2024-92 on June 11th, 2024 that approved a professional services agreement with Matrix Consulting Group LTD for the Comprehensive User Fee and Impact Fee Study. This study would provide an update to both the User Fees assessed by the City of Banning for services provided to the public, as well as updates to the Development Impact Fee program. The workshop today will focus on the update to the Comprehensive User Fees.

The previous Comprehensive User Fee study was completed and adopted by City Council with Resolution 2019-113 on December 10, 2019 and Ordinance 1553 adopted on January 14, 2020. Copies of these documents are attached as reference to this staff report. It is necessary to evaluate and complete a comprehensive update every 5-7 years to ensure that user fees are in line with the costs to provide services, as well as the policies of the City Council. A full background of the analysis in available in the DRAFT Comprehensive User Fee Study Report, attached to this staff report. Below are a sample of work that was completed and recommendations in the report for City Council's consideration.

To create the proposed user fees for services, the consultant performed the following tasks:

- Department/Program Staff Interviews
- Data Collection
- Cost Analysis
- Review and Approval of Results with City Staff

The report identified that there is a discrepancy between the cost of services provided and the user fees collected for those services. The establishment of policy related to cost recovery and level of assessment is at City Council's discretion with input from this report, City staff, and the general public.

Matrix Consulting has made the following recommendations, which are detailed in the report:

- Review cost recovery policy (BMC 3.26.080)
- Adoption of an annual fee update/increase mechanism

Matrix Consulting and City staff are looking for direction and/or concurrence on the draft findings presented in the report. Those comments will be incorporated in the final document. Staff anticipates bringing the Comprehensive User Fee Study to the October 28th Regular Meeting of the City Council, but that date is subject to change based on City Council's input and direction

JUSTIFICATION:

The current user fees were established in 2019 and have not been adjusted since that time. It is necessary from time to time to update the user fees to reflect current labor costs and time requirements for City staff to complete tasks and recover costs associated with performing these City functions.

FISCAL IMPACT:

None at this time. Fiscal impact will depend on direction received from City Council and more detail will be provided at the Public Hearing on October 28.

ALTERNATIVES:

n/a

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. Resolution No. 2024-092.pdf
2. Resolution No. 2019-113.pdf
3. Ordinance No. 1553.pdf
4. DRAFT Banning FY26 Fee Study Report.pdf
5. DRAFT Banning Master Fee Schedule.pdf
6. BMC 3.26 FEE AND SERVICE CHARGE REVENUE-COST COMPARISON.pdf

RESOLUTION 2024-92

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BANNING, CALIFORNIA, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH MATRIX CONSULTING GROUP LTD ("MATRIX") FOR THE COMPREHENSIVE USER FEE AND IMPACT FEE STUDY IN AN AMOUNT NOT-TO-EXCEED $96,954.00

WHEREAS, the City desires to undertake a comprehensive citywide review and evaluation of user fee and rate charges resulting in a cost-based user fee study. The Comprehensive User Fee Study will calculate the full 100% cost of providing certain City services and provide a recommended fee to be charged for each applicable service; and

WHEREAS, the City will have to comply with Proposition 26, Proposition 218, and other applicable statutory requirements (including the 2024 California Business Roundtable Ballot initiative ("2024 CBRT Ballot Initiative")); and

WHEREAS, on March 6, 2024, staff released a Request for Proposals for the Comprehensive User Fee and Impact Fee Study. In response, one proposal was received by Matrix. After evaluation of the proposal, staff recommends the award of a Professional Services Agreement to Matrix; and

WHEREAS, the total cost of the Professional Services Agreement (PSA) with Kimley-Horn is for a "not-to-exceed" amount of $96,954.00, which includes a 10% contingency

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Banning as follows:

SECTION 1. The City Council approves the Professional Services Agreement with Matrix for the Comprehensive User Fee and Impact Fee Study in an amount of $88,140.00, attached as Exhibit A, and approves a ten percent contingency for a total not-to-exceed amount of $96,954.00.

SECTION 2. The City Council authorizes the City Manager to make non-substantive changes to the Professional Services Agreement and to execute the Professional Services Agreement with Matrix on behalf of the City Council.

SECTION 3. The City Council authorizes the City Manager, or designee, to make necessary budget adjustments, appropriations, and transfers related to this resolution and to approve changes orders within the ten percent contingency.

SECTION 4. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 11th day of June 2024.

Alberto Sanchez, Mayor
City of Banning

ATTEST:

Caroline Patton, Administrative City Clerk
City of Banning

APPROVED AS TO FORM:

Serita R. Young, City Attorney
Richards, Watson & Gershon

CERTIFICATION:

I, Caroline Patton, Administrative City Clerk of the City of Banning, California, do hereby certify that the foregoing Resolution 2024-92, was duly adopted by the City Council of the City of Banning, California, at a regular meeting thereof held on the 11th day of June 2024 by the following vote, to wit:

AYES: Flynn, Happe, Minjares, Sanchez, and Wallace.

NOES:

ABSENT:

ABSTAIN:

Caroline Patton, Administrative City Clerk
City of Banning, California

EXHIBIT A
Agreement with Matrix Consulting

AGREEMENT FOR PROFESSIONAL SERVICES (C01032) FOR THE COMPREHENSIVE USER FEE AND IMPACT FEE STUDY BY AND BETWEEN CITY OF BANNING AND MATRIX CONSULTING GROUP, LTD

THIS AGREEMENT FOR PROFESSIONAL SERVICES (herein "Agreement") is made and entered into this day: _____, ("Effective Date") by and between the **CITY OF BANNING,** a California municipal corporation ("City") and Matrix Consulting Group, LTD, a California Corporation ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

RECITALS

A. City has sought by issuance of a Request for Proposals (RFP #23-056) for the performance of the services for the Comprehensive User Fee and Impact Fee Study and as further defined and described particularly in Article 1 of this Agreement.

B. Consultant, following submission of a proposal for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by City to perform those services.

C. The Parties desire to formalize the selection of Consultant for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

D. Pursuant to the City of Banning's Municipal Code, City has authority to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, Consultant shall provide those services specified in the "Scope of Services" attached hereto as **Exhibit A** and incorporated herein by this reference, which services may be referred to herein as the "Services" hereunder. As a material inducement to City entering into this Agreement, Consultant represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the Services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the Services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all Services described herein. Consultant covenants that it shall follow the highest professional standards in performing the Services required hereunder and that all materials will be of good quality, and fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional

standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Contract Documents and Exhibits.

This Agreement includes the Request for Proposal and Consultant's accepted proposal ("Contract Documents"), both of which are on file with the City and incorporated herein by this general reference as though fully set forth herein. **Exhibit A** (Scope of Services), **Exhibit B** (Special Requirements), **Exhibit C** (Schedule of Compensation), and **Exhibit D** (Schedule of Performance) also constitute a part of this Agreement and are incorporated into this Agreement by this reference. Except as set forth in Section 1.10 regarding **Exhibit B**, this Agreement controls over the Contract Documents and the provisions in **Exhibits A, B** and **C**.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning all ordinances, resolutions, statutes, rules, and regulations of City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered, and shall render all Services hereunder in accordance therewith.

1.4 Licenses, Permits, Fees and Assessments.

Consultant shall obtain and maintain during the term of this Agreement, at its sole cost and expense, all necessary licenses, permits, certificates and approvals required by law for the performance of Services under this Agreement, including a City business license. Consultant shall have the sole obligation to pay for all fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and which arise from or are necessary for Consultant's performance of the Services required by this Agreement. Consultant shall indemnify, defend and hold harmless City, its officers, employees or agents, against all such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Services.

By executing this Agreement, Consultant warrants that Consultant: (i) has thoroughly investigated and considered the Scope of Services to be performed, (ii) has carefully considered how the Services should be performed, and (iii) fully understands the facilities and any difficulties and restrictions attending performance of the Services under this Agreement. If the Services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions existing therein, prior to commencement of Services hereunder. Should Consultant discover any latent or unknown conditions, which will materially affect the performance of the Services hereunder, Consultant shall immediately inform City of such fact and shall not proceed except at Consultant's risk until written instructions are received from the Contract Officer (defined in Section 1.12. A).

1.6 Prevention of Loss and Damages.

Consultant shall adopt reasonable methods during the Term (defined in Section 3.4) to furnish continuous protection to the work product, and the equipment, materials, papers,

documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the Services by City, except such losses or damages as may be caused by City's own negligence.

1.7 Further Responsibilities of Parties.

Both Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both Parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonable necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither Party shall be responsible to perform the Services of the other.

1.8 Additional Services.

City shall have the right at any time during the performance of the Services, without invalidating this Agreement, to order extra services beyond that specified in the Scope of Services or to make changes by altering, adding to or deducting from the Services. No such extra services may be undertaken unless a written order is first given by the Contract Officer to Consultant, which written order incorporates therein an adjustment in (i) the Contract Sum (as defined in Section 2.1), and/or (ii) the Schedule of Performance, (as defined in Section 3.2), and which written order is approved in writing by Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum, or $25,000, whichever is less; or in the Schedule of Performance of up to one hundred eighty (180) days may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to Services which are specifically set forth in the Scope of Services or which are reasonably contemplated therein. Consultant hereby acknowledges that it accepts the risk that the Services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor.

1.9 Facilities and Equipment.

Except as otherwise provided, Consultant shall, at its own cost and expense, provide all facilities and equipment necessary to perform the Services required by this Agreement. City shall make available to Consultant only physical facilities such as desks, filing cabinets, and conference space ("City Facilities"), as City deems, in its sole discretion, to be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of City. The location, quality, and time of furnishing City Facilities shall be in the sole discretion of City. In no event shall City be required to furnish any facilities that may involve incurring any direct expense, including but not limited to a computer, long distance telephone, network data, internet or other communication charges, vehicles and reproduction facilities.

1.10 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as **Exhibit B** and incorporated herein by this reference. In the event of a conflict between the provisions of **Exhibit B** and any other provisions of this Agreement, the provisions of **Exhibit B** shall govern.

1.11 Corrections.

In addition to the indemnification obligations set forth in Article 4, and Sections 1.4, 1.13, 5.3, 5.4, and 6.3, Consultant shall correct, at its expense, all errors in the Services which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction(s) in a reasonably timely manner, such correction(s) may be made by City, and the cost thereof shall be charged to Consultant. In addition to all other available remedies, City may deduct the cost of such correction(s) from any retention amount held by City, or may withhold payment otherwise owed Consultant under this Agreement up to the amount of the cost of correction(s), as provided in Section 6.3.

1.12 Party Representatives.

A. Contract Officer: For the purposes of this Agreement, the Contract Officer shall be the City Manager, or such other person designated in writing by the City Manager ("Contract Officer"). Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of City required hereunder to carry out the terms of this Agreement.

B. Principals and Personnel of Consultant.

1) Consultant Representative: The following principal of Consultant is hereby designated as being the Consultant Representative authorized to act on Consultant's behalf regarding the Services specified herein and make all decisions in connection therewith:

Name	Title
Khushboo Ingle	Vice President

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing Consultant Representative were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing Consultant Representative shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the Services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Consultant Representative. For purposes of this Agreement, the foregoing Consultant Representative may not be replaced nor may their responsibilities be substantially reduced or reassigned by Consultant without the express written approval of City. It shall be Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the Services, and Consultant shall refer any decisions which must be made by City to the Contract Officer.

2) Consultant's Personnel: Consultant has, or will secure at its own expense, all personnel required to perform the Services required under this Agreement. All of the Services required under this Agreement shall be performed by Consultant or under its supervision, and all personnel engaged in the Services shall be qualified to perform such Services. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff and sub-contractors, if any, assigned to perform the Services required under this Agreement.

Consultant shall notify City of all changes in Consultant's staff and sub-contractors, if any, assigned to perform the Services required under this Agreement, prior to and during any such performance. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires to reassign any staff or sub-contractor of Consultant, City shall give notice as set forth in Section 8.1. Consultant shall, immediately upon the receipt of the notice to re-assign staff from City, reassign such person or persons.

1.13 Independent Contractor.

A. Consultant is an independent contractor and not an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City. All Services provided pursuant to this Agreement shall be performed by Consultant or under its supervision. Consultant will determine the means, methods, and details of performing the Services. Any additional personnel performing Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

B. Consultant shall indemnify and hold harmless City and its elected officials, officers, employees, servants, designated volunteers, and agents serving as independent contractors in the role of City officials, from any and all liability, damages, claims, costs and expenses of any nature to the extent arising from Consultant's personnel practices. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this Section.

1.14 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Consultant, the Consultant Representative and employees were a substantial inducement for City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the Services required hereunder without the express written approval of City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty-five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this

Agreement shall be void. No approved transfer shall release Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, as full compensation for Services satisfactorily rendered, City shall pay Consultant at the hourly rates set forth in the "Schedule of Compensation" attached hereto as **Exhibit C** and incorporated herein by this reference. In no event shall Consultant be paid more than Eighty-Eight Thousand One Hundred Forty Dollars ($88,140.00) (the "Contract Sum"). The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by City. Coordination of the performance of the Services with City is a critical component of the Services. If Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending those meetings.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion of the Services, (ii) payment in accordance with specified tasks or the percentage of completion of the Services, (iii) payment for time and materials based upon Consultant's rates as specified in the Schedule of Compensation, provided that time estimates are provided for the performance of sub tasks, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

City shall only reimburse Consultant for those actual and necessary expenses expressly set forth in **Exhibit C**. Reimbursable expenses may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual sub-contractor expenses of an approved sub-contractor pursuant to Section 1.14, and only if specified in the Schedule of Compensation.

2.4 Unauthorized Services and Expenses.

City will not pay for any Services or reimburse for any expenses incurred which are not specified in the Scope of Services, unless authorized in writing as set forth in Section 1.8 of this Agreement. City shall make payment for such authorized additional Services and expenses in accordance with Article 2 of this Agreement.

2.5 Invoices.

Each month Consultant shall furnish to City an original invoice for all Services performed and expenses incurred during the preceding month. Each such invoice shall contain all of the information set forth in Section III of **Exhibit C** to this Agreement. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of the

Agreement. Consultant shall not invoice City for any duplicate Services performed by more than one person.

City shall independently review each invoice submitted by Consultant to determine whether the Services performed and expenses incurred are in compliance with the provisions of this Agreement. City will use its best efforts to cause Consultant to be paid within thirty (30) days of receipt of Consultant's correct and undisputed invoice, except as to any charges for Services performed or expenses incurred by Consultant which are disputed by City, or as provided in Section 6.3. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. Review and payment by City of any invoice provided by Consultant shall not constitute waiver of any rights or remedies provided herein or any applicable law.

2.6 Waiver.

Payment to Consultant for Services performed pursuant to this Agreement shall not be deemed to waive any defects in Services performed by Consultant.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement; provided, however, that the foregoing shall not be construed to limit or deprive a Party of the benefits of any grace or use period allowed in this Agreement.

3.2 Schedule of Performance.

Consultant shall commence the Services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all Services within the time period(s) established in the "Schedule of Performance" attached hereto as **Exhibit D** and incorporated herein by this reference.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the Services rendered pursuant to this Agreement may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of Consultant. Such unforeseeable consequences include, but are not restricted to, acts of God or public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including City, if Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified, subject to the provisions of Section 1.8. The Contract Officer's determination (or the City Council's determination, in the event the period of enforced delay exceeds the period specified in Section 1.8) shall be final and conclusive upon the Parties to this Agreement. In no event shall Consultant

be entitled to recover damages against City for any delay in the performance of this Agreement, however caused; Consultant's sole remedy shall be the extension of the Agreement pursuant to this Section.

3.4 Term.

The Term of this Agreement shall be from the Effective Date through June 30, 2025, unless sooner terminated as provided in Article 6 of this Agreement or extended as provided in Sections 1.8 and 3.3 of this Agreement. Maximum term and any subsequent amendment or modification shall not exceed five (5) years.

ARTICLE 4. INSURANCE AND INDEMNIFICATION

4.1 Minimum Scope and Limits of Insurance.

Consultant shall procure and at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

A. Commercial General Liability Insurance with a minimum limit of $1,000,000.00 per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of $2,000,000.00 per project or location. If Consultant is a limited liability company, the commercial general liability coverage shall be amended so that Consultant and its managers, members, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

B. Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with a combined single limit of $1,000,000.00 per accident for bodily injury and property damage. If Consultant does not use any owned, non-owned or hired vehicles in the performance of Services under this Agreement, Consultant shall obtain a non-owned auto endorsement to the Commercial General Liability policy.

C. Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of $1,000,000.00 per accident for bodily injury or disease. If Consultant has no employees while performing Services under this Agreement, workers' compensation policy is not required; however, Consultant shall execute a declaration that it has no employees.

D. Professional Liability/Errors and Omissions Insurance with minimum limits of $1,000,000.00 per claim and in the aggregate.

4.2 Acceptability of Insurers.

The insurance policies required under this Article shall be issued by an insurer admitted to write insurance in the State of California with a rating of A:VII or better in the latest

edition of the A.M. Best Insurance Rating Guide. Self-insurance shall not be considered to comply with the insurance requirements under this Article.

4.3 Additional Insured.

The commercial general and automobile liability policies shall contain an endorsement naming City, its officers, employees, agents and volunteers as additional insureds.

4.4 Primary and Non-Contributing.

The insurance policies required under this Article shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to City. Any insurance or self-insurance maintained by City, its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.

4.5 Consultant's Waiver of Subrogation.

The insurance policies required under this Article shall not prohibit Consultant and Consultant's employees, agents or sub-contractors from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against City.

4.6 Deductibles and Self-Insured Retentions.

Any deductibles or self-insured retentions must be declared to and approved by City. At City's option, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City; or Consultant shall procure a bond guaranteeing payment of losses and expenses.

4.7 Cancellations or Modifications to Coverage.

Consultant shall not cancel, reduce or otherwise modify the insurance policies required by this Article during the term of this Agreement. The commercial general and automobile liability policies required under this Agreement shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail 30 days' prior written notice to City. If any insurance policy required under this Article is canceled or reduced in coverage or limits, Consultant shall, within two (2) Business Days (as defined in Section 8.12) of notice from the insurer, phone, fax or notify City via certified mail, return receipt requested, of the cancellation of or changes to the policy.

4.8 City Remedy for Noncompliance.

If Consultant does not maintain the policies of insurance required under this Article in full force and effect during the term of this Agreement, or in the event any of Consultant's policies do not comply with the requirements under this Article, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may, but has no duty to, take out the necessary insurance and pay, at Consultant's expense, the premium thereon. Consultant shall promptly reimburse City for any premium paid by City, or City may withhold amounts sufficient to pay the premiums from payments due to Consultant.

4.9 Evidence of Insurance.

Prior to the performance of Services under this Agreement, Consultant shall furnish the City Clerk with a certificate or certificates of insurance and all original endorsements evidencing and effecting the coverages required under this Article. The endorsements are subject to City's approval. Consultant may provide complete, certified copies of all required insurance policies to City. Consultant shall maintain current endorsements on file with the City Clerk. Consultant shall provide proof to the City Clerk that insurance policies expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Consultant shall furnish such proof at least two (2) weeks prior to the expiration of the coverages.

4.10 Indemnity Requirements not Limiting.

Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duty to indemnify City under this Agreement.

4.11 Sub-contractor Insurance Requirements.

Consultant shall require each of its sub-contractors that perform Services under this Agreement to maintain insurance coverage that meets all of the requirements of this Article.

4.12 Indemnification, Hold Harmless, and Duty to Defend.

A. Indemnification of City.

1) To the fullest extent permitted by law, Consultant shall, at its sole cost and expense, defend, hold harmless and indemnify City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Liabilities"), at law or in equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Consultant, its officers, agents, servants, employees, sub-contractors, materialmen, consultants or their officers, agents, servants or employees (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties. Consultant shall defend the Indemnitees in any action or actions filed in connection with any Liabilities with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. Consultant shall reimburse the Indemnitees for any and all legal expenses and costs incurred by Indemnitees in connection therewith.

2) Consultant shall pay all required taxes on amounts paid to Consultant under this Agreement, and indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant shall fully comply with the workers' compensation law regarding Consultant and Consultant's employees. Consultant shall indemnify and hold City harmless from any failure of Consultant to comply with applicable workers' compensation laws. City may offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this subparagraph A.2.

3) Consultant shall obtain executed indemnity agreements with provisions identical to those in this Article from each and every sub-contractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. If Consultant fails to obtain such indemnity obligations, Consultant shall be fully responsible and indemnify, hold harmless and defend the Indemnitees from and against any and all Liabilities at law or in equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Consultant's sub-contractor, its officers, agents, servants, employees, sub-contractors, materialmen, consultants or their officers, agents, servants or employees (or any entity or individual that Consultant's sub-contractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Liabilities arising from the sole negligence or willful misconduct of the Indemnitees as determined by court decision or by the agreement of the Parties.

B. Workers' Compensation Acts not Limiting. Consultant's indemnifications and obligations under this Article, or any other provision of this Agreement, shall not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

C. Insurance Requirements not Limiting. City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. The indemnities in this Article shall apply regardless of whether or not any insurance policies are determined to be applicable to the Liabilities, tax, assessment, penalty or interest asserted against City.

D. Survival of Terms. Consultant's indemnifications and obligations under this Article shall survive the expiration or termination of this Agreement.

ARTICLE 5. RECORDS, REPORTS, AND RELEASE OF INFORMATION

5.1 Service Records.

Consultant shall keep, and require sub-contractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and Services performed hereunder (the "Service Records"), as shall be necessary to perform the Services required by this Agreement and enable the Contract Officer

to evaluate the performance of such Services. Any and all such Service Records shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such Service Records at all times during normal business hours of City, including the right to inspect, copy, audit and make copies and transcripts from such Service Records. Such Service Records shall be maintained for a period of three (3) years following completion of the Services hereunder, and City shall have access to such Service Records in the event any audit is required. In the event of dissolution of Consultant's business, custody of the Service Records may be given to City, and access shall be provided by Consultant's successor in interest ("Consultant's Successor"). If custody of the Service Records is given to Consultant's Successor, Consultant shall give written notice to City of the transfer of the Service Records to Consultant's Successor. The notice shall include contact information (address and telephone number) for Consultant's Successor, and access shall be provided to City by Consultant's Successor.

5.2 Reports.

Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Services required by this Agreement as the Contract Officer shall require. Consultant hereby acknowledges that City is greatly concerned about the cost of Services to be performed pursuant to this Agreement. For this reason, Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the Services contemplated herein, Consultant shall promptly notify the Contract Officer of that fact, circumstance, technique or event and the estimated increased or decreased cost related thereto.

5.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "Consultant Documents") prepared by Consultant, its employees, sub-contractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement. Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the Consultant Documents hereunder. Any use, reuse or assignment of such completed Consultant Documents for other projects and/or use of uncompleted Consultant Documents without specific written authorization by Consultant will be at City's sole risk and without liability to Consultant, and Consultant's guarantee and warranties shall not extend to such use or assignment. Consultant may retain copies of such Consultant Documents for its own use. Consultant shall have an unrestricted right to use the concepts embodied therein. All sub-contractors shall provide for assignment to City of all Consultant Documents prepared by them; and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom.

5.4 Confidentiality and Release of Information.

A. All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the

public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

B. Consultant, its officers, employees, agents or sub-contractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the Services performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

C. If Consultant, or any officer, employee, agent or sub-contractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys' fees, caused by or incurred as a result of Consultant's conduct.

D. Consultant shall promptly notify City should Consultant, its officers, employees, agents or sub-contractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any Party regarding this Agreement and the Services performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite the response.

ARTICLE 6. ENFORCEMENT OF AGREEMENT AND TERMINATION

6.1 California Law.

This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be interpreted, construed and governed both as to validity and to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Riverside, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in Riverside.

6.2 Disputes; Default.

A. In the event that City determines Consultant is in default under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any Services performed after the date of default. In addition to the provisions of Section 4.8, and the right to terminate pursuant to Section 6.7, if the City Manager determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, City may serve Consultant with written notice of the default. Consultant shall have ten (10) calendar days after service upon it of the notice in which to cure the default by rendering a satisfactory performance.

In the event that Consultant fails to cure its default within such period of time, City may, notwithstanding any other provision of this Agreement, terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

B. In the event of termination pursuant to this Section, City may take over the Services and prosecute the same to completion by contract or otherwise, and Consultant shall be liable to the extent that the total cost for completion of the Services required hereunder exceeds the compensation herein stipulated (provided that City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to Consultant for the purpose of set-off or partial payment of the amounts owed City as provided in Section 6.3.

6.3 Retention of Funds.

Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement): (i) any payment amount of which may be in dispute hereunder or which is necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, (ii) all amounts retained pursuant to the provisions of Section 4.8, (iii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement, and (iv) all payments due or that become due to Consultant during the period that Consultant or any of its sub-contractors fail to maintain any required insurance in full force and effect, until notice is received by City that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to City, as provided in Section 4.9, above. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of Consultant to insure, indemnify, and protect City as elsewhere provided herein.

6.4 Waiver.

Waiver by any Party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any Party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any Services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either Party of any default must be in writing, and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

6.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party

of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

6.6 Legal Action.

In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant must file a statutory claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action against City under this Agreement.

6.7 Termination Prior to Expiration of Term.

This Article 6 shall govern any termination of this Agreement except as specifically provided in Section 6.2 for termination for default of Consultant. City reserves the right to terminate this Agreement at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of Consultant, the period of notice may be a shorter time as may be determined by the Contract Officer. In addition, Consultant reserves the right to terminate this Agreement at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of City, the period of notice may be a shorter time as Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all Services hereunder except such as may be specifically approved by the Contract Officer. Except where Consultant has initiated termination, Consultant shall be entitled to compensation for all Services rendered prior to the effective date of the notice of termination and for any Services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 6.3. In the event Consultant has initiated termination, Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating Party need not provide the non-terminating Party with the opportunity to cure pursuant to Section 6.2.

6.8 Attorneys' Fees.

In any litigation or other proceeding by which a Party seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing Party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorneys' fees. Attorneys' fees shall include attorney's fees on any appeal, and in addition the Party entitled to attorneys' fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 7. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

7.1 Non-liability of City Officers and Employees.

No officer or employee of City shall be personally liable to Consultant, or Consultant's Successor, in the event of any default or breach by City or for any amount which may become due to Consultant or Consultant's Successor, or for breach of any obligation of the terms of this Agreement.

7.2 Conflict of Interest.

Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of Services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or sub-contractor without the express written consent of the Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of City shall have any direct or indirect financial interest in this Agreement within the scope of Government Code section 1090, nor shall any such officer or employee make, participate in making, or use his or her official position to influence, any City decision relating to the Agreement which has a material financial effect on his or her financial interests or the financial interests of any corporation, partnership or association in which he or she is, directly or indirectly, interested, in violation of any State statute or regulation. Consultant warrants that it has not paid or given, and will not pay or give any third party any money or other consideration for obtaining this Agreement.

Consultant and its officers, employees, associates and sub-contractors, if any, shall comply with all conflict of interest statutes of the State of California applicable to Consultant's Services under this Agreement, including the Political Reform Act (Gov. Code § 81000, et seq.) and Government Code Section 1090. During the term of this Agreement, Consultant may perform similar services for other clients; but Consultant and its officers, employees, associates and sub-contractors shall not, without the Contract Officer's prior written approval, perform services for another person or entity for whom Consultant is not currently performing services that would require Consultant or one of its officers, employees, associates or sub-contractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute. Consultant shall incorporate a clause substantially similar to this Section into any subcontract that Consultant executes in connection with the performance of this Agreement.

7.3 Covenant Against Discrimination.

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed, and that employees

are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, or ancestry, or other protected class.

7.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of Services covered by this Agreement, and should the any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 8. MISCELLANEOUS PROVISIONS

8.1 Notices.

Any notice, demand, request, document, consent, approval, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and conclusively deemed effective: (a) on confirmed delivery by courier service or overnight delivery service during Consultant's and City's regular business hours; or (b) three (3) Business Days after deposit in the United States mail, by certified or registered mail, and addressed to the Party to be notified as set forth below:

If to City	Attn: Lincoln Bogard Deputy City Manager City of Banning 99 East Ramsey Street Banning, California 92220 Email: lbogard@banningca.gov
With a courtesy copy to:	Serita R. Young, City Attorney Richards, Watson & Gershon 350 South Grand Avenue, 37th Floor Los Angeles, California 90071 Email: SYoung@rwglaw.com
If to Consultant:	Attn: Richard Brady President Matrix Consulting Group, LTD 1650 S. Amphlett Blvd., Suite 213 San Mateo, CA 94402 Email: rbrady@matrixcg.net

8.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

8.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

8.4 Integration; Amendment.

This Agreement, and all exhibits referred to in this Agreement, constitute the final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement and supersede all other and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the Parties, and none shall be used to interpret this Agreement. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. No amendment to or modification of this Agreement, nor any provision or breach hereof waived, shall be valid unless made in writing and approved by Consultant and by City Council. The Parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

8.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties hereunder unless the invalid provision is so material that its invalidity deprives either Party of the basic benefit of their bargain or renders this Agreement meaningless.

8.6 Mutual Cooperation.

A. City's Cooperation. City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for Consultant's proper performance of the Services required under this Agreement.

B. Consultant's Cooperation. In the event any claim or action is brought against City relating to Consultant's performance of Services rendered under this Agreement, Consultant shall render any reasonable assistance that City requires.

8.7 No Third Party Beneficiaries Intended.

This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

8.8 Final Payment Acceptance Constitutes Release.

The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished or relating to Consultant's Services. Acceptance of payment shall be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, sub-contractors and agents for the accuracy and competency of the information provided and/or Services performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the Services prepared by Consultant, its employees, sub-contractors and agents.

8.9 Non-Appropriation of Funds.

Payments to be made to Consultant by City for Services performed within the current fiscal year which are within the current fiscal budget and within an available, unexhausted fund. In the event that City does not appropriate sufficient funds for payment of Consultant's Services beyond the current fiscal year, this Agreement shall cover payment for Consultant's Services only to the conclusion of the last fiscal year in which City appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

8.10 Headings.

The headings in this Agreement are included solely for convenience of reference and shall not affect the interpretation of any provision of this Agreement or any of the rights or obligations of the Parties to this Agreement.

8.11 Word Usage.

Unless the context clearly requires otherwise, (a) the words "shall," "will" and "agrees" are mandatory and "may" is permissive; (b) "or" is not exclusive; and (c) "includes" or "including" are not limiting.

8.12 Business Days.

"Business Days" refers to days that the Banning City Hall is open for business.

8.13 Corporate Authority.

The persons executing this Agreement on behalf of the Parties hereto warrant that (i): such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver

this Agreement on behalf of that Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which that Party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the Parties.

8.14 Electronic Signatures.

Each Party may adopt as its signature an electronic identification consisting of a symbol or code that is affixed to or contained in each document transmitted by such Party ("electronic signature"). The Parties hereto herby agree that electronic signatures are acceptable, shall have the same force and effect under the law as original wet signatures, and shall be sufficient to verify that the Parties have executed this Agreement and such other documents transmitted by the Parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF the Parties hereto have executed this Agreement the day and year first hereinabove written.

CITY OF BANNING

Douglas Schulze, Date
City Manager

ATTEST:

Caroline Patton Date
Administrative City Clerk

APPROVED AS TO FORM:
Richards, Watson & Gershon

Serita R. Young Date
City Attorney

CONSULTANT

NAME: Date
TITLE:

NAME: Date
TITLE:

Tax ID No.

Address:

City Council Approval: _____

NOTE: PROOF OF AUTHORITY TO BIND CONTRACTING PARTY REQUIRED. APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

EXHIBIT "A"
SCOPE OF SERVICES

I. **Consultant will perform the following Services in connection with providing services for the Comprehensive User Fee and Impact Fee Study prepared in connection therewith:**

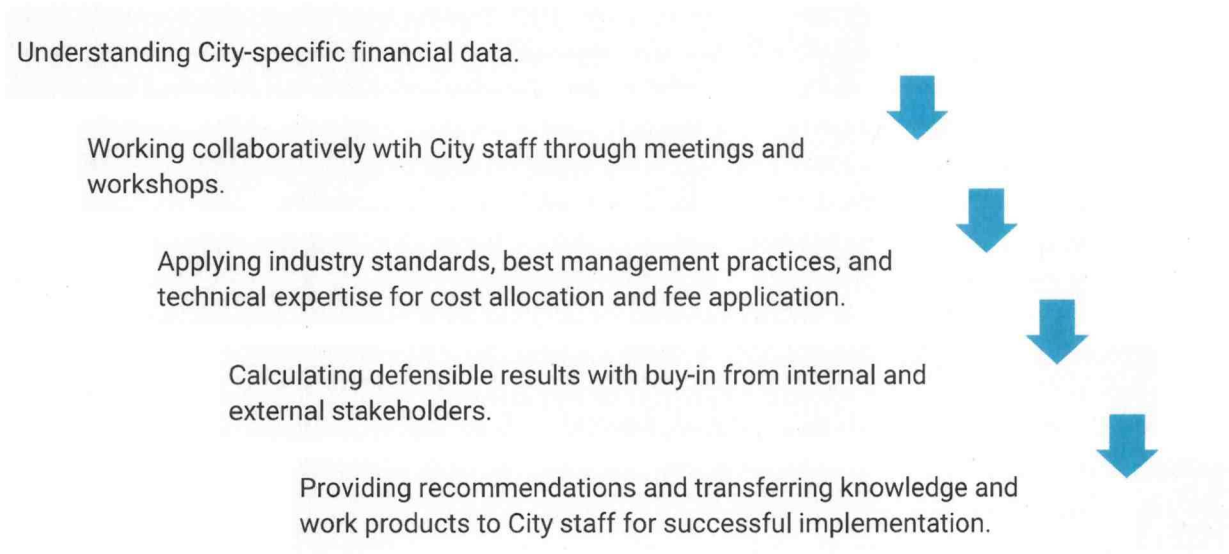
II. As part of the Services, Consultant will prepare and deliver the following tangible work products and services to City:

A Statement of Understanding and Approach

This section of our proposal demonstrates our understanding of the services requested, and describes our general approach, proposed task plan, and schedule.

Approach

The Matrix Consulting Group works with various clients ranging from small towns to major metropolitan cities in over 45 states across the U.S. and Canada. Every project is unique but is managed according to the following essential project approach:



The approach chosen for completing this project allows us to deliberately review and categorize the allowability of indirect costs as well as determine the best and most tangible metrics for allocation.

Quality Control

We believe very strongly in the science of our craft, especially as it relates to cost of service studies. As such, our firm utilizes quality control techniques which include:

- **Project Management:** Ensuring our projects meet the needs and timelines of our clients are accomplished through the following:
  - The project manager and lead analyst develop general and project specific data collection plans and interview guides.

- All project work activities are defined in advance and tied to each project team member, deliverables, the schedule, and the budget.
- We have frequent client review meetings to discuss the quality and direction of the project through interim deliverables and draft documents.

- **Quantitative Results:** Financial analyses are used to develop budgets and projections, and often are subject to public oversight and review. For this reason, our firm ensures data determined quality control through the following:
  - Expenditure data entered into cost models are tied to budget documents.
  - Workload is used to cross-check true cost associated with services.

These project management approaches have resulted in all our projects being delivered at a high level of quality, on time and on budget.

Tasks

The City Banning is requesting two scopes of work: 1) Comprehensive User Fee Study; and 2) Development Impact Fee Study. These scopes of work can be conducted concurrently as there are economies of scale that can be achieved. The following subsections outline the tasks broken out by project-wide tasks, comprehensive user fee study tasks, and development impact fee tasks.

Project-wide Tasks

There are three key tasks that would span both scopes and then the tasks would vary based upon each scope of work. The following tasks would be conducted for all scopes of work.

Task 1 | Data Collection

Prior to any initial meetings, the Matrix Consulting Group will provide the City with a list of initial data requirements for the study. This will allow our project team to review this information thoroughly in preparation for initial discussions with staff. A common list of data collection items include:

- Budgeted Expenditures per Fund and Department.
- Staffing per Fund and Department.
- List of current fees to be included in the scope.
- List of all current city owned infrastructure and equipment

- Copy of City's most recent General Plan, Land Use and Housing Elements.
- Copy of any previous studies / analyses.
- List of comparable jurisdictions for the comparative analysis.

The provision of these items will allow our project team to familiarize themselves with the City's structure.

Deliverable	List of basic data requirements for the Study
Meetings	None
Estimated City Support	2-4 hours for staff to collect and distribute information

Task 2 | Study Objectives and Project Schedule

Once the data has been collected, the project team will then meet with designated City staff to discuss any issues identified by the project team, as well as to clarify any existing issues or concerns held by the City regarding the current user fee study and impact fee study methodology. Discussions will include:

- Review of the City's specific needs and critical issues surrounding development and implementation of the user fee and development impact fee study.
- Opportunities for improvement and restructuring of previous fee analyses.
- Discussion of cost recovery goals and targets, as well as infrastructure needs for the City.

At the culmination of the meeting, the project team and the designated City staff will leave with a greater understanding of the overall approach and methodology that will be taken by the project team to conduct the comprehensive fee and impact fee study for the City.

Deliverable	Project Schedule
Meetings	Kickoff
Estimated City Support	1 hour for all involved City Departments

Task 3 | Implementation and Future Support

The Matrix Consulting Group is committed to helping our clients develop accurate and defensible cost-of-service methodologies and ensure that they can implement the results of these studies appropriately. Our project team will work with City staff to facilitate an understanding of the results and how to incorporate those results into budget and policy documents, informational handouts, and other City materials.

Our Client support continues even after a final report has been issued. We understand that questions can arise about the development of a study well after project completion and are committed to working with our clients to answer any questions about methodologies and applications of results. This support is provided to our clients at no extra cost.

Comprehensive User Fee Study Tasks

The City of Banning is requesting a comprehensive fee analysis. The purpose of these studies is to ensure compliance with existing state rules and regulations as well as future pending state rules and regulations. The following tasks provide an overview of the level of detail utilized to conduct the comprehensive fee study.

Task 1 | Develop a Schedule of Current and Potential Fees for Service

The project team will work with staff to review their current fee schedules in line-item detail. This meeting is critical in ensuring staff can incorporate any updates or changes to the fee study based on code, regulation, staffing, process, or technological changes. The focus of this meeting will be the following:

- **Renaming fees:** Rewording or renaming fees to identify services more clearly.
- **Eliminating fees:** Removing any outdated services or fees.
- **Adding new fees:** Capturing any new services or breaking out existing fee categories to identify all the services being provided by City staff more clearly and identify potential fees for services that the City would like to provide.
- **Recategorization of fees:** Collapsing or expanding multiple fee ranges to better capture the services provided. For example, eliminate lot ranges or acreages if those do not impact the review amount, but add categories based upon the approval level (i.e., Commission vs. Director level).

It is important to note that this meeting occurs first to ensure that any significant proposed structural changes are captured prior to collecting time estimate information or developing draft fee results. However, there is the ability to make future adjustments.

Deliverable	Proposed Fee Structure(s)
Meetings	Fee Structure Meeting
Estimated City Support	1 hour per involved Department

Task 2 | Conduct Time Data Gathering Workshops

The project team will conduct workshops to gather time estimates for each service included in the study, interview key personnel from each department, and analyze the various activities being performed. Below is an example of the steps involved in permit processing and the time associated with each step.



Basic process steps in application/permit processing will be documented and provided in detail for each department / division represented in the study. The project team will try to minimize the impact on staff by incorporating any baseline assumptions from prior city studies.

The project team will conduct multiple time estimate workshop(s) for each department / division included in the study, and the workshop results will be Excel-based workbook(s) that staff can review. Staff will be provided time for any edits or comments on time estimate information.

Deliverable	Time Estimate Workbook(s)
Meetings	2-3 Time Estimate Workshops
Estimated City Support	1-4 hours per involved Department

Task 3 | Develop Fully Burdened Hourly Rates

Based on the City's staffing and budget information, the project team will calculate fully burdened hourly rates, including direct and indirect costs. The following points highlight the cost components and factors included in fully burdened rates:

- **Direct costs:** This component accounts for salary and benefits associated with each employee or position and reflects City staffing and salary reports.
- **Indirect costs - Departmental:** This component accounts for administrative and management support provided to line-level staff, as well as operational services and supplies that are used in the execution of job duties. This cost component is developed through interviews with staff and an analysis of budgets.

- **Indirect costs - Citywide:** This component accounts for citywide support such as Finance, HR, and Attorney support provided by other departments. If an overhead rate or cost is unavailable, one will be calculated to apply to different services.

Once the cost components have been documented and developed, the project team will review MOUs and talk with departmental staff to determine appropriate productive hour calculations. These reduced available hours will ensure that fully burdened hourly rates account for leave accruals (holiday, vacation, and sick) and any meetings or training.

Deliverable	Fully Burdened Hourly Rates
Meetings	None
Estimated City Support	1 hour for Finance

Task 4 | Perform Total Cost Analysis

The Matrix Consulting Group's costing model is built based on the City's operations, budget details, and intended uses for the results. This method is a customized approach specific to each jurisdiction for cost analysis of user fee services. It is a "bottom-up" approach, the most defensible methodology for calculating user fees. The methodology incorporates the time estimate information and fully burdened hourly rate information. The following graphic shows the cost calculation:



This costing method uses time and annual activity level data to establish the cost of providing services on both a unit and an annual level. Once the time spent for a fee activity is determined for each individual or position, the team uses its fee and rate software to apply the fully burdened hourly rates calculated in the previous task.

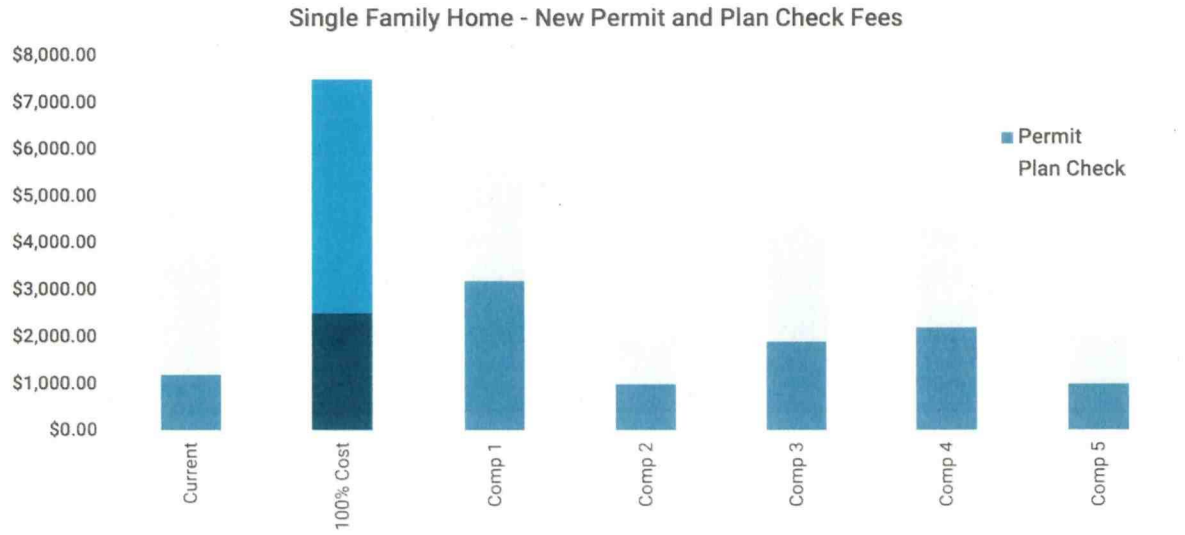
Resulting costs are presented on a unit and annual level and are compared to the existing fee schedule and revenue reports. The City will obtain detailed information regarding cost recovery surpluses and deficits on both a detailed (per unit) and global (annualized) level, as well as an understanding of cost components for each service.

Deliverable	Per Unit and Annual Fee Study Results
Meetings	1-2 Draft Results Meetings
Estimated City Support	1-3 hours per Department

Task 5 | Conduct a Market Rate Survey

We will work with the City to identify jurisdictions in Riverside and San Bernardino counties to conduct a comparative survey of fees. This comparative survey activity will include:

- Developing fee scenarios for each department included in the study to be compared to other jurisdictions.
- Graphing the results of the fee analysis for easy visual comparison purposes.



- Collecting contextual information such as population size, budget, staffing, last time fee study was done, and last fee schedule update.

As market surveys do not provide adequate or objective information about the relationship between a jurisdiction's costs and fees, these steps ensure we provide the City with the most information possible.

Deliverable	Comparative Graphs (included in Draft Report)
Meetings	None
Estimated City Support	None

Task 6 | Review / Revise Fee Study Results

Because the analysis of service fees is based on estimates and information provided by City staff, all participants must be comfortable with our methodology and the data they have provided. Once the department agrees that the analysis reflects the reasonable costs of providing services, City management can review the results. At this point, the

project team will provide City staff with Recommended Fee Workbooks. The Recommended Fee Workbooks will provide departments / divisions with the fee study results in MS Excel. The following shows an example of the workbook:

Current - Per Unit Results

Fee Title	Current Fee	Total Cost	Surplus/(Deficit) Per Unit	Cost Recovery %
Lot Line Adjustment	$900	$1,557	($657)	58%
Temporary Use Permit	$40	$325	($285)	12%

Recommended Fee

Fee Title	Recommended Fee	$ Change to Recommended Fee	% Change to Recommended Fee	Recommended Fee Cost Recovery %
Lot Line Adjustment	$1,200	$300	33%	77%
Temporary Use Permit	$100	$60	150%	31%

Recommended Fee Annual

Fee Title	Workload	Revenue at Current Fee	Revenue at Recommended Fee	Potential Change in Revenue
Lot Line Adjustment	4	$3,600	$4,800	$1,200
Temporary Use Permit	60	$2,400	$6,000	$3,600
	TOTAL	**$6,000**	**$10,800**	**$4,800**

As the graphic indicates, the recommended fee workbook allows the City to input information into the Recommended Fee column and see its impacts, such as the dollar increase, percentage increase, and what percentage of their current costs they will recover. Additionally, the workbook allows the City to calculate potential increases or declines in revenue because of the recommended fees.

Deliverable	Recommended Fee Workbooks
Meetings	None
Estimated City Support	1-2 hours per City Dept

Task 7 | Prepare a Draft User Fee Study Report

Upon conclusion of the fee study, we will prepare a detailed report summarizing the results of each of the previous work tasks described above. This report will include:

- A concise executive summary discussing the study, methodology, results, and narrative describing the services included in the study.
- A section on proposed modifications to the current fee schedule, including removal or addition of new fees for service.

- A section on per unit and annual results for each fee is included in the analysis, as well as where workload data is available.
- A comparative survey section outlining key fees, their comparison to other local jurisdictions, and contextual information regarding budget, staffing, and when they last conducted fee studies.

The draft report will be provided to City staff for comments.

Deliverable	Draft Fee Study Report
Meetings	None
Estimated City Support	1-2 Hours per Department to Review Report

Task 8 | Finalize Fee Study Report

Any edits or revisions to the draft user fee study report will be incorporated into the finalized fee study report. This finalized fee study report will include all elements of the draft fee study report and any additional cost recovery considerations and policy considerations for the council's review.

Deliverable	Final Fee Study Report
Meetings	None
Estimated City Support	None

Task 9 | Master Fee Schedule

Once the final user fee study report is approved, the project team will develop a master fee schedule, consolidating all fees in a singular location. The master fee schedule will include a numbering system, the department name, the fee title, the unit of application, the current fee, the total cost per unit calculated through the study, the difference, the cost recovery, the relevant rule / regulation that applies to the fee type, the staff recommended fee, and staff recommended cost recovery level. This attachment is extremely helpful as part of the staff report provided to the Board of Supervisors upon adoption.

Deliverable	Master Fee Schedule
Meetings	None
Estimated City Support	None

Task 10 | Present the Final Report to Key Stakeholders

The presentation of results to City officials and/or stakeholders is critical to the success of the overall engagement. Because the product from the study is often controversial, the objective of this final step is to present a succinct summary that provides decision

makers with key information. The Matrix Consulting Group will attend and present the Study at up to three (3) Committee or Council meetings, including any fee adoption hearings. We believe that these number of meetings is typically sufficient to ensure that there is buy-in from the stakeholders.

Even though the User Fee and Impact fee study are being conducted concurrently, we would recommend separating the stakeholder presentations to ensure appropriate understanding.

Deliverable	Presentation
Meetings	1-3 City Committee / Commission / Council Meetings
Estimated City Support	1-2 hours for Presentation Review

Task 11 | Excel-Based Models and Training

The City of Banning has requested an excel-based model for updating the user fee study. Our Excel-based models would provide the ability for the City to adapt and continuously update results from year to year as the organization changes.

After the final drafts are approved, at the discretion of City staff, the project team would meet with and train designated City employees on use of the models. Staff will be provided with training, which walks through the model tabs, includes instructions tab in the model, and discusses specific customizations made for the City.

Deliverable	Study Model, Backup Documentation, User Guide
Meetings	Model Training
Estimated City Support	2 hours for Training Attendance

Development Impact Fee Study Tasks

The City of Banning is also interested in conducting a Development Impact Fee Study. These fee studies must be in compliance with the Mitigation Fee Act (AB1600 and AB602), which require that there is an appropriate nexus to establish the impact fees. The following tasks provide an overview of our process for conducting the nexus analysis.

Task 1 | Review of Impact Fees

The purpose of this task is to develop an initial understanding of the City's proposed impact fee structure, projected growth levels, and any future developments that will impact that population growth. During this phase, the project team will document the following:

- Name of Proposed Impact Fee

- Municipal Ordinance / Resolution authorizing the fee
- Capital or Master Plan to support the fee
- Purpose of the fee

This documentation will be critical to ensuring that any updates to the Impact fee program comply with AB1600 and AB602. This documentation will serve as the basis for the project team's discussion with city staff on next steps for evaluating impact fees.

Deliverable	Current Impact Fees Memo
Meetings	Impact Fee Current State Discussion
Estimated City Support	1-2 hours for Meeting Attendance

Task 2 | Projected Population Growth and Facility Needs

The key component of any impact fee analysis is determining the proportionality and nexus that exists based upon projected development. During this task, the project team will conduct research based upon regional forecasted growth as well as internal City staff (Planning) expected growth to determine future population projection.

Based upon that future population projection, the project team would review the City's current infrastructure inventory and determine if there is any need for additional equipment or new facilities. The project team will also meet with staff to identify any master plans in existence at the time of the creation / development of impact fees. This will require meeting with relevant City department staff to review all equipment and identifying the quantity and cost estimates for these items.

Impact fees cannot be used to enhance existing service levels, only maintain current service levels. During this task, the project team will ensure that for defensibility purposes any new facilities or equipment identified are directly correlated to population increases.

Deliverable	Infrastructure Spreadsheet by Service Area
Meetings	1-2 Meetings for Infrastructure Needs
Estimated City Support	1-3 hours for Population Projection Discussions

Task 3 | Draft Impact Fee Analysis

The largest proportion of the impact fee analysis is the growth and facilities projection. Once that task is completed and a nexus can be established that is based upon City adopted master plans the project team will work on calculating the draft impact fees. There are two components to the calculation of impact fees: the total cost of facilities and their cost basis. The following points describe these components:

- **Total Cost of the Facilities/Infrastructure:** There are three different sub-components that comprise the maximum cost of the facilities that can be used for the calculation of impact fees: cost of facilities/infrastructure, administrative cost, and offsetting credits/revenues.
- **Cost Basis:** There are several different cost bases that can be used for the calculation of impact fees, such as population, housing units, workload, etc.

Based on data provided by the City, as well as appropriate and preferred cost bases, and State law, the project team will calculate the draft Impact Fees. The project team will meet with City staff to review these draft impact fees based upon land use type.

Deliverable	Draft Impact Fee Per Unit Results
Meetings	1-2 Draft Meeting Results
Estimated City Support	1-2 hours per Impact Fee Department

Task 4 | Comparative Impact Fee Survey

The project team will conduct a comparison of the full cost of Impact Fees and the recommended Impact Fee to other jurisdictions in Riverside and San Bernardino counties. This comparison will be conducted based upon construction project types, (i.e., new single-family home, new hotel, new multi-family, etc.). The use of construction scenarios provides staff with a comparison of the impact of the fee upon future development.

Deliverable	Impact Fee Comparative Survey Results
Meetings	Fee Comparison Meeting with City Department(s)
Estimated City Support	1-2 hours for City Departments

Task 5 | Draft Impact Fee Report

The draft impact fee results and comparative survey will be incorporated into a draft impact fee report. The draft impact fee report will have the following components:

- **Executive Summary:** Providing a brief overview of the background of the scope, the overall methodology, the results of the analysis, and the implementation guidelines (including future fee increases).
- **Legal Framework:** This will outline the current legal requirements for impact fees, and how the proposed impact fee will meet these requirements.
- **Growth Projections:** This section of the report outlines the growth projections.
- **Impact Fee Analysis:** This section demonstrates the calculation used to derive the full cost of the impact fees, as well as the recommended fees by the City.

- **Comparative Survey:** This section outlines how the City's calculated and recommended fees compare to other jurisdictions.

These components will result in a consolidated draft report that will be distributed City staff for review. It will be required to be reviewed by all the different departments to ensure that assumptions are presented accurately.

Deliverable	Draft Impact Fee Report
Meetings	None
Estimated City Support	1-2 hours for Report Review

Task 6 | Final Report

Based upon City staff comments, the project team will revise the Final Report to ensure all comments and concerns are captured. This final report will serve as the basis for presentations to internal and external stakeholders.

Deliverable	Final Impact Fee Report
Meetings	None
Estimated City Support	None

Task 7 | Present the Final Report to Key Stakeholders

The presentation of results to City officials and/or stakeholders is critical to the success of the overall engagement. For this particular component of the study, we would recommend involving any local development community as well to ensure that there is buy-in from external stakeholders. We are committed to presenting the findings of the analysis at up to three (3) City Committee / Council meetings as well as to the development community. This number of meetings we believe is typically sufficient to ensure implementation of impact fees.

Deliverable	Presentation
Meetings	1-3 City Committee / Council / External Stakeholder Meetings
Estimated City Support	1-2 hours for Presentation Review

Task 8 | Delivery of Impact Fee Backup Documentation

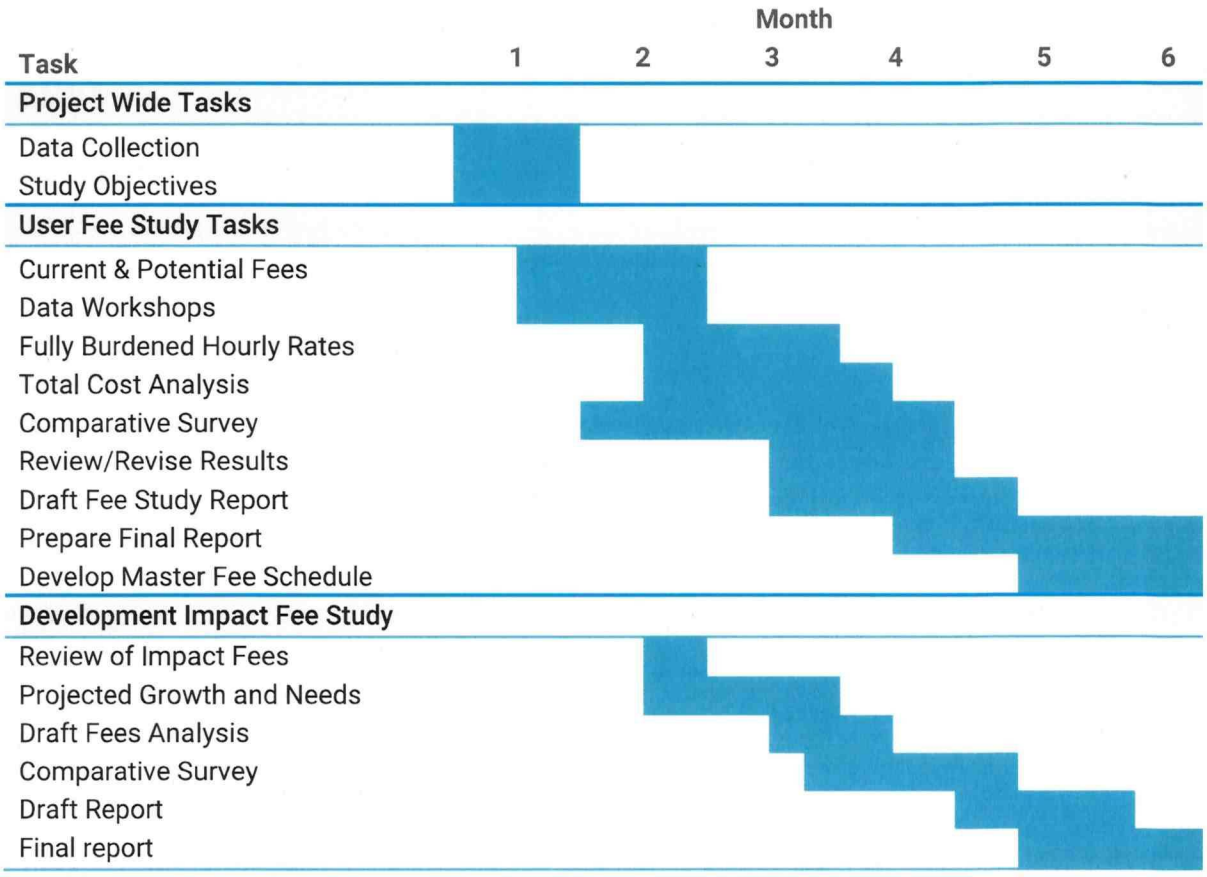
Unlike other cost of services analyses, the components of an impact fee should not be updated annually, as it is primarily based upon population projections and timeframes associated with replacement of existing facility and equipment inventory and / or acquiring new facilities or inventory.

When discussing the draft impact fee results with City staff, the project team will share the initial Excel workbook showing calculations, and at the conclusion of the study, the project team will provide the City with the backup workbook showing all calculations. In this workbook, the project team would also set up a template allowing the City to update its impact fees based upon a cost factor. The industry standard for updating impact fees is based upon the construction cost index (CCI). This standard is used as the costs for impact fees are based upon infrastructure rather than labor or material costs.

Deliverable	Final Backup Documentation
Meetings	None
Estimated City Support	None

Project Schedule

Studies of this nature typically take approximately 6 months (24 weeks) to complete. The following table outlines our proposed project schedule on a task-by-task basis.



The 6-month timeline is for completing the analysis, the implementation options and presentations as well as any excel-based models and training and backup documentation

would be provided after 6 months. If the City were to commence this project in the summer, the analysis would be completed by the end of the calendar year, with the first quarter of 2025 being used for presentations and implementation.

Alternatively, we understand that the City is in the midst of completing several master plans, as such we are open to a longer timeline, wherein the User Fee Study is completed first, and then the Development Impact Fee study is started. In that case, each study will roughly take approximately 4-6 months to complete individually.

City Staff Support

We envision a close working relationship with the City throughout the project. We place a strong emphasis on transparency and robust communication. Meticulously reviewing all information and metrics is our standard practice, with a primary focus on verifying inputs before arriving at any final decisions. While we will do our best to minimize impacts on City staff, for example by taking responsibility for data gathering and cleanup, we are committed to reviewing and verifying the outcomes of the data. This commitment to precision, establishes a foundation of data integrity and trust. This approach ensures that our joint efforts consistently yield effective results and outcomes that will benefit the City.

To ensure these effective outcomes we will set up bi-weekly (every 2 weeks) updates with the City. These updates can be in the form of a brief meeting or a summary status email which outlines the work completed to date, the current tasks being performed, and any future tasks. These communications allow us to keep the City informed of any hurdles in completing the project, as well as allow staff to provide input on any key findings from the fee study analysis.

Industry Innovations and Emerging Trends

Matrix Consulting Group prides itself on providing its clients with real world solutions that incorporate new ideas, with a focus on ease of implementation. Our staff are encouraged and financially supported to participate in industry conferences and events, learning about emerging challenges and proposed solutions. Our staff also have access to vast industry networks, engaging in discussions about new solutions to old problems, as well as well future issues expected to arise.

While innovation is encouraged, our project teams are mindful of client needs and limitations. While we will explore all solution options, ultimately, our recommendations will be guided by what's best for our client, not the newest trend.

The City has requested a comprehensive impact fee analysis. Depending upon the City's projected growth and master plans there may not be a nexus. The Matrix Consulting Group does offer an alternative task plan for impact fee studies that is broken into phases.

Phase 1 would evaluate whether there is an appropriate nexus based upon growth and infrastructure need. If there is a nexus, then Phase 2 would be initiated, which is the calculation of the maximum justifiable impact fees. This can be a cost-effective approach for clients who may be unsure of future growth, as if there is no nexus then no Phase 2 is initiated and there are no charges for that component of the nexus fee analysis. Due to the City's anticipated growth, we haven't proposed this task plan, but if the City were interested, we would be open to presenting this alternative task plan to allow for potential cost-savings for the City.

City-Owned Facilities or Properties

The Matrix Consulting Group does not propose to use any City owned facilities to provide these services.

III. In addition to the requirements of Parts I and II of this Scope of Services, during the performance of the Services, Consultant will keep City appraised through periodic status reports regarding the performance of the Services under this Agreement as set forth below and in Section 5.2, by the following means:

a. In-person meetings and/or teleconferences.

b. Email updates/questions to applicant team and City while reviews are underway.

c. Conference calls.

IV. All work product is subject to review and acceptance by City. If the City determines that any work product is unacceptable, for any reason, it must be revised by Consultant without additional charge to City until found satisfactory and accepted by City.

EXHIBIT "B"
SPECIAL REQUIREMENTS

None

EXHIBIT "C"
SCHEDULE OF COMPENSATION

I. Consultant shall perform the following tasks ("Tasks") at the following rates stated in Exhibit A and Exhibit C-1

II. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task sub-budget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 1.8.

III. City will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:

A. Line items for all personnel describing the Services performed, the number of hours worked, and the hourly rate.

B. Line items for all materials and equipment properly charged to the Services.

C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.

D. Line items for all approved sub-contractor labor, supplies, equipment, materials, and travel properly charged to the Services.

IV. Consultant's billing rates for all personnel are attached as Exhibit C-1.

EXHIBIT "C-1"
CONSULTANT'S BILLING RATE AND TASK SCHEDULE

matrix consulting group

April 22, 2024

Barbara Mason, Purchasing Manager
City of Banning
99 E. Ramsey Street
Banning, CA 92220

Dear Ms. Mason:

The Matrix Consulting Group proposes to perform the tasks and services associated with conducting the comprehensive fee study and development impact fee study for a total not-to-exceed fee of **$88,140**. The following table provides a breakdown of hours by team member and costs for each task area to conduct the requested scope of services.

	Project Manager	Analyst	Total Cost
Project-Wide Tasks			
Data Collection	2	6	$1,380
Study Objectives	4	2	$1,260
Project-Wide Subtotal	**6**	**8**	**$2,640**
Comprehensive Fee Study Tasks			
Current & Potential Fees	4	6	$1,860
Data Workshops	4	8	$2,160
Fully Burdened Hourly Rates	4	10	$2,460
Total Cost Analysis	12	36	$8,280
Comparative Survey	2	24	$4,080
Review/Revise Results	10	10	$3,900
Draft Fee Study Report	10	24	$6,000
Prepare Final Report	4	10	$2,460
Develop Master Fee Schedule	2	22	$3,780
Presentation of Fee Results	16	0	$3,840
Excel Model & Training	2	8	$1,680
Fee Study Subtotal	**70**	**158**	**$40,500**
Development Fee Study Tasks			
Review of Impact Fees	8	16	$4,320
Projected Growth and Needs	20	8	$6,000
Draft Fees Analysis	30	22	$10,500
Comparative Survey	8	32	$6,720
Draft Report	16	28	$8,040
Final report	10	10	$3,900
Presentation of Fee Results	16	0	$3,840
Backup Documentation	2	8	$1,680
DIF Study Subtotal	**110**	**124**	**$45,000**
Total Hours	**186**	**290**	

1650 S. Amphlett Blvd., Suite 213 ▪ San Mateo, CA 94402 ▪ 650.858.0507
SF Bay Area (Headquarters), Charlotte, Dallas, Fort Myers, Irvine, Portland, St. Louis

	Project Manager	Analyst	Total Cost
Hourly Rate	$240	$150	
Total Professional Fees	**$44,640**	**$43,500**	**$88,140**
Total Project Cost			**$88,140**

The City will be provided with implementation assistance and future project support at no additional cost.

Our typical practice is to bill for hours worked monthly, with our contracts set up as fixed not-to-exceed price contracts. We are open to billing on a task or deliverable basis as well.

Richard Brady, President
Matrix Consulting Group, Ltd.

EXHIBIT "D"
SCHEDULE OF PERFORMANCE

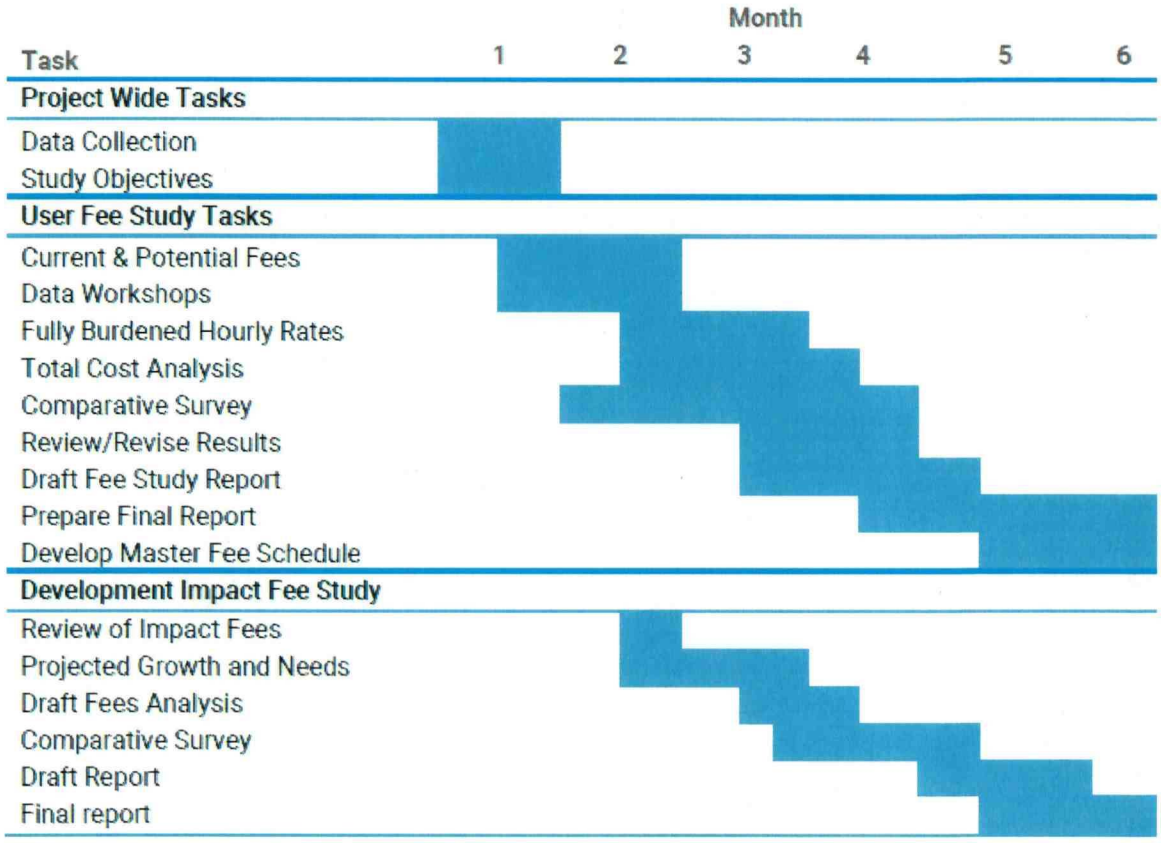
I. Consultant shall perform all Services timely, and deliver the specified tangible work products to City in accordance with the schedule attached as Exhibit D-1.

II. The Contract Officer may approve extensions for performance of the Services in accordance with Sections 1.8 and 3.3.

EXHIBIT "D-1"
PROPOSED PROJECT SCHEDULE

Project Schedule

Studies of this nature typically take approximately 6 months (24 weeks) to complete. The following table outlines our proposed project schedule on a task-by-task basis.



RESOLUTION 2019-113

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BANNING, CALIFORNIA, APPROVING THE COMPREHENSIVE USER FEE STUDY REPORT DATED JANUARY 2, 2019, ADOPTING AN UPDATED MASTER USER FEE SCHEDULE FOR THE FOLLOWING CITY DEPARTMENTS AND FEE GROUPS: FINANCE AND ADMINISTRATION; ANIMAL CONTROL; COMMUNITY SERVICES; AIRPORT; BUILDING; PLANNING; UTILITY BILLING; ELECTRIC UTILITY; POLICE; FIRE; AND ENGINEERING, MAKING A FINDING OF EXEMPTION UNDER CEQA, AND REPEALING PROVISIONS OF RESOLUTIONS ESTABLISHING OR MODIFYING USER FEES AND SERVICE CHARGES

WHEREAS, in adopting Chapter 3.36 of Title 3 of the Banning Municipal Code (the "Municipal Code"), the City Council of the City of Banning (the "City Council" of the "City") established the requirement for the ascertainment and recovery of costs reasonably borne, from fees and charges levied therefore, in providing the regulation, products, and services enumerated in Chapter 3.36;

WHEREAS, Section 3.36.040 of the Municipal Code directs the City Manager to annually/seasonally review fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in Chapter 3.36 and recommend changes to the City Council for adoption;

WHEREAS, the fees set forth in the Section 3.36.080 of the Municipal Code are less than the City's current cost of providing: development services (including planning related services, such as zoning variances, zoning changes, use permits, building inspections, building permits, the processing of maps under the provisions of the Subdivision Map Act (Gov. Code, § 66410 *et seq.*), and planning services under the authority of Chapter 3 ("Local Planning") of Division 1 of Title 7 of the Government Code (§ 65100 et seq.) or under any other authority); public safety services; parks and recreation services; utility and enterprise services; maintenance services; and finance and administrative services;

WHEREAS, Section 66014 of the Mitigation Fee Act (Gov. Code, § 66000 *et seq.*) authorizes the City to impose fees for zoning variances, zoning changes, use permits, building inspections, building permits, the processing of maps under the provisions of the Subdivision Map Act (Gov. Code, § 66410 *et seq.*), and planning services under the authority of Chapter 3 ("Local Planning") of Division 1 of Title 7 of the Government Code (§ 65100 *et seq.*) or under any other authority, provided those fees do not exceed the estimated reasonable cost of providing the service for which the fee is charged;

WHEREAS, Section 66013 of the Mitigation Fee Act further authorizes the City to impose fees for water or sewer connections provided those fees do not exceed the estimated reasonable cost of providing the service for which the fee is charged;

WHEREAS, the Mitigation Fee Act requires that the City prepare a fee study that complies with Government Code Section 66016, and demonstrates that the proposed new fees and increases in existing fees do not exceed the estimated amount required to provide the services for which the fees are levied;

WHEREAS, Willdan Finance Services has prepared the *Comprehensive User Fee Study Report* dated January 2, 2019 (the "*User Fee Study*"). The *User Fee Study* sets forth the methodologies for determining the estimated amount required to provide certain regulations, products, and services for which the proposed user fees and service charges will be levied (see page 8), describes the amount of cost, or estimated cost, required to provide certain regulations, products, and services for which the proposed user fees or service charges will be levied (see Appendix A) and the revenue sources anticipated to provide the regulations, products, and services, including General Fund revenues (see pages 10-11), and otherwise satisfies the requirements of the law and the Mitigation Fee Act, with regard to the imposition and collection of certain user fees and service charges;

WHEREAS, the City has made the *User Fee Study* available for public inspection and has published and mailed notices of the public hearing to consider the adoption of the proposed updated Master Fee Schedule in accordance with the Mitigation Fee Act;

WHEREAS, Section 66016(b) of the Mitigation Fee Act provides that any action by a local agency to levy a new fee or service charge or to approve an increase in an existing fee or service charge shall be taken only by ordinance or resolution;

WHEREAS, on September 10, 2019, the City Council held a duly noticed public hearing to consider proposed amendments to BMC Chapter 3.36, the approval of a Comprehensive User Fee Study Report prepared by Willdan Financial Services and dated January 2, 2019, and the adoption of an updated Master User Fee Schedule for the following City departments and fee groups: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and Engineering. Following the receipt of testimony, the City Council continued the matter off-calendar and forwarded the proposed updated Master User Fee Schedule to the Council's Budget & Finance Committee for further review and recommendations;

WHEREAS, on October 22, 2019, the City Council held a duly noticed public hearing to consider proposed amendments to BMC Chapter 3.36, the approval of a Comprehensive User Fee Study Report prepared by Willdan Financial Services and dated January 2, 2019, and the adoption of an updated Master User Fee Schedule for the following City departments and fee groups: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and Engineering. Following the receipt of testimony, and upon staff's recommendation, the City Council again forwarded the proposed updated Master User

Fee Schedule to the Council's Budget & Finance Committee for further review and recommendations;

WHEREAS, on December 10, 2019, the City Council held a duly noticed public hearing to consider proposed amendments to Municipal Code Chapter 3.36, the approval of the *User Fee Study*, and the adoption of an updated Master User Fee Schedule for the following City departments and fee groups: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and Engineering; and

WHEREAS, all legal prerequisites prior to the adoption of this Resolution have occurred.

NOW THEREFORE, the City Council of the City of Banning does hereby resolve, determine, find, and order as follows:

SECTION 1: ADOPTION AND INCORPORATION OF RECITALS

The findings and recitals set forth above are true and correct, and are incorporated herein.

SECTION 2: ENVIRONMENTAL EXEMPTION

The adoption of Ordinance No. 1553, the *User Fee Study*, and the proposed user fees and service charges specified in this Resolution, was reviewed in accordance with the criteria contained in the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines. The City Council finds that adoption of Ordinance No. 1553, the *User Fee Study*, and the proposed user fees and service charges specified in this Resolution do not constitute a "project" under CEQA pursuant to State CEQA Guidelines Section 15378(b)(4) because these actions involve the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. In addition, the City Council finds that these actions are statutorily exempt from CEQA under CEQA Guidelines Sections 15273(a)(1) and (a)(2) because these actions are establishing fees to meet operating expenses, including employee wage rates and fringe benefits, and to purchase and/or lease supplies, equipment, and materials. The City Council hereby directs City staff to file the Notice of Exemption, attached to this Resolution as Exhibit B, with the County Clerk pursuant to CEQA Guidelines Section 15062 within five (5) days of the date that this Resolution is adopted.

SECTION 3: ADOPTION OF STUDY

The City Council hereby approves the *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the findings contained therein. The City Council further adopts the methodology set forth in the *User Fee Study* (page 8) for calculating and collecting the user fees and service charges adopted herein. A copy of the *User Fee Study* shall be on file with the City Clerk and available during regular City business hours for public inspection.

SECTION 4: ADOPTION OF USER FEES AND SERVICES CHARGES

The City Council hereby approves and adopts, as its updated Master User Fee Schedule, the user fees and service charges for the following City departments and fee groups in accordance with the schedule set forth in Exhibit A attached hereto and incorporated herein by reference: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and Engineering.

SECTION 5: METHODOLOGY FOR CALCULATION, ADJUSTMENT, AND COLLECTION OF USER FEES AND SERVICE CHARGES

The user fees and service charges established in Exhibit A are hereby adopted, and shall be calculated, adjusted, and collected in accordance with City ordinances and the *User Fee Study*. The amount of the user fees and service charges may be adjusted annually for inflation on July 1st of each year by the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U): Riverside-San Bernardino-Ontario (or any successor index). The calculation for that annual adjustment shall be made using the month of April over the month of April in the prior year.

SECTION 6: EFFECTIVE DATE OF NEW USER FEES AND SERVICE CHARGES

The user fees and service charges established by Section 4 of this Resolution shall be effective on the sixtieth (60th) day following the adoption of this Resolution.

SECTION 7: REPEAL OF PRIOR USER FEES AND SERVICE CHARGES ADOPTED BY CONFLICTING RESOLUTIONS

Any and all provisions of prior resolutions of the City Council establishing or modifying user fees and service charges in the categories established in the *User Fee Study* and set forth in Exhibit A, which duplicate or conflict with the provisions of this Resolution and Exhibit A, are hereby repealed and replaced with the fees and charges set forth in Exhibit A and the terms and conditions established by this Resolution upon the effective date of the new user fees and service charges as provided for in Section 6 of this Resolution.

SECTION 8: SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause, or phrase be declared invalid or unconstitutional.

SECTION 9: CERTIFICATION

The City Clerk shall certify the adoption of this Resolution and shall cause a certified copy to be filed in the book of original Resolutions.

PASSED, APPROVED AND ADOPTED this 10th day of December, 2019.

Arthur L. Welch, Mayor
City of Banning

ATTEST:

Sonja De La Fuente, Deputy City Clerk
City of Banning

APPROVED AS TO FORM AND LEGAL CONTENT:

Kevin Ennis City Attorney
Richards, Watson & Gershon

CERTIFICATION:

I, Sonja De La Fuente, Deputy City Clerk of the City of Banning, California, do hereby certify that the foregoing Resolution 2019-113 was adopted at a regular meeting of the City Council of the City of Banning held on the 10th day of December, 2019, by the following vote, to wit:

AYES: Andrade, Happe, and Wallace

NOES: None

ABSENT: Peterson and Welch

ABSTAIN: None

Sonja De La Fuente, Deputy City Clerk
City of Banning, California

EXHIBIT A
MASTER FEE SCHEDULE
Effective 60 Days After Adoption

Adopted on December 10, 2019, and Effective on February 8, 2019

Exhibit A to Resolution 2019-113

Finance and Administration

Fees								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Document Printing Fees - Black & White	$0.25	per copy		$0.25	NA	$0.25	$0
2	Document Printing Fees - Color	$0.35	per copy		$0.35	NA	$0.35	$0
3	Photocopying of Documents - Black & White	$0.25	per copy		$0.25	NA	$0.25	$0
4	Photocopying of Documents - Color	$0.35	per copy		$0.35	NA	$0.35	$0
5	Bound Document Fees	$1 plus Applicable per page charge		$1.00 for binding materials	Variable	NA	$1 plus Applicable per page charge	$0
6	Photocopy Fees - Oversized (maps)	Actual Cost			Variable	NA	Actual Cost	NA
7	Providing Agendas, Minutes, Packet, etc.	$0.25 plus postage if mailed	per page	Free if examined at City Hall.Free for Council, Affected Commissioners, Dept. Heads and Press.Free for Council Candidates two months prior to election.	$0.25	NA	$0.25 plus postage if mailed	$0
8	Document Certification	$0.25	per page		$0.25	NA	$0.25	$0
9	Copy of Budget - Other Than	$0.25 plus postage if mailed		Regulatory Bodies, etc.	$0.25	NA	$0.25 plus postage if mailed	$0
10	Copy of Audit Report - Other	$0.25 plus postage if mailed		Than Regulatory Bodies, etc.	$0.25	NA	$0.25 plus postage if mailed	$0
11	Return Check Processing	$25.00	1st/2nd Check	1st returned check	NA	NA	California Code, Civil Code - CIV Sec. 1719	#VALUE!
12	Cassette Tape of Meeting, etc.	$9.00	per cassette		$9.00	NA	$9.00	$0
13	DVD of any live broadcast	$7.00	per DVD		$7.00	NA	$7.00	$0

Community Services Department

Municipal Pool

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	% +/-
1	**Admissions**							
1a	Open swim sessions Adults	$2.50	per person		$4.70	36%	$3.00	20%
1b	Open swim sessions Children/Seniors	$1.50	per person		$2.35	36%	$1.50	0%
2	**Lessons**							
2a	Resident	$40.00	per person		$46.97	4%	$45.00	13%
2b	Non-Resident	$45.00	per person		$50.00	0%	$50.00	11%
4	Private Rentals	$110.00	per hour/ 2 hour minimum		$161.80	0%	$161.00	46%
5	Cabana Rentals (during open swim)	$60.00	Per Reservation		$209.52	67%	$69.00	15%
6	Junior Life Guard Classes	$50.00	per person		NA	NA	$65.00	30%
7	Water Exercise	$3.00	per class		NA	NA	$3.50	17%
8	Water Exercise - Punch Card - 10 Classes	$25.00	per card		NA	NA	$30.00	20%

Activites

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	% +/-
1	Youth Flag Football, Basketball & Soccer	$30.00	per session/per child		$40.05	0%	$40.00	33%
2	Day Camp	$50.00	per child/per week		$76.90	22%	$60.00	20%
3	Contract Class Fees	$20.00 - $50.00	monthly	Fees set by instructor	$107.36	0%	$20.00 - $50.00	
4	Contract Class Fees	$3.00 - $5.00	per class	Fees set by instructor	$107.36	0%	$3.00 - $5.00	
5	Adult Sport Leagues - Softball	$300.00	per team		$366.93	5%	$350.00	17%
6	Adult Sport Leagues - Basketball	$125.00	per team		$291.93	4%	$280.00	124%

Community Center Rental

#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	% +/-
1	**Private Rates**							
1a	Gymnasium	$120.00	per rental		$201.49	31%	$140.00	17%
1b	Large Mtg Room	$60.00	per rental		$82.03	15%	$70.00	17%
1c	Small Mtg Room	$60.00	per rental		$68.79	13%	$60.00	0%
1d	Kitchen & Gym	$300.00	per rental		$329.46	1%	$325.00	8%
2	**Non-Profit Rates**							
2a	Gymnasium	$60.00	per rental		$201.49	65%	$70.00	17%
2b	Large Mtg Room	$30.00	per rental		$82.03	57%	$35.00	17%
2c	Small Mtg Room	$30.00	per rental		$68.79	49%	$35.00	17%
2d	Kitchen & Gym	$175.00	per rental		$329.46	39%	$200.00	14%

Community Services Department

Senior Center Rental								
#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	% +/-
1	**Private Rates**							
1a	Nutrition Site	$85.00	per rental		$108.51	8%	$100.00	18%
1b	Multi-Purpose Room	$85.00	per rental		$92.03	2%	$90.00	6%
2	**Non-Profit Rates**							
2a	Nutrition Site	$45.00	per rental		$108.51	49%	$55.00	22%
2b	Multi-Purpose Room	$45.00	per rental		$82.03	33%	$55.00	22%

Parks Facilities								
#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	% +/-
1	**Private Rates**							
1a	Park Picnic Shelter	$25.00	per rental		$43.52	31%	$30.00	20%
1b	Ballfield	$25.00	per rental		$33.52	10%	$30.00	20%
1c	Ballfield Lights - 2 hour minimum	$15.00	per hour		$61.61	72%	$17.00	13%
1d	Dysart Park	$120.00	per day		$145.66	0%	$145.00	21%
1e	Amphitheater & Stage	$35.00	per rental		$45.01	0%	$45.00	29%
1f	Laura May Stewart Building	$85.00	per rental		NA	NA	$90.00	6%
1g	Roosevelt Park Building	New	per rental		NA	NA	$90.00	
1h	Roosevelt Soccer Field	New	per rental		NA	NA	$35.00	

Staffing Fees								
#	Description	Current Fee/Charge	Unit	Notes	Operation Cost	Subsidy %	Suggested Fee	% +/-
1	Monday - Thursday 8:00am - 9:00pm	$12.00	per hour		$20.00	0%	$20.00	67%
2	Monday - Thursday after 5pm, Fri, Sat, Sun and City Holidays	$21.00	per hour		$27.15	1%	$27.00	29%

No changes, 5 year plan in place

Airport Fees

Fees								
#	Description	Current Fee/Charge	Unit	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Fuel Sales	Invoice + 25%		Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
2	Tiedown Permanent	$43.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
3	Tiedown Temporary	$4.00	per night	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
4	City Hangars - A/B Row	$311.50	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
5	City Hangars - A/B Corner	$382.50	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
6	City Hangars - C/D Row	$278.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
7	City Hangars - C/D Corner	$349.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
8	City Hangars - E Row	$295.25	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
9	City Hangars - E Corner	$322.50	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
10	City Hangars - F-1	$164.00	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
11	Farrell/Cooper Hangars - FC B-1 thru FC B-8	$175.00	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
12	Farrell/Cooper Hangars - FC C-1 thru FC D-e	$186.00	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
13	Farrell/Cooper Hangars - FC S-1 thru FC S-6	$49.25	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
14	Farrell/Cooper Hangars - FC A & E	$360.75	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
15	Beasley Hangar	$295.25	per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA
16	Access Fees	$20.00	per plane, per month	Reso. 2015-67	NA	NA	Per Reso 2015-67	NA

Building Department Misc. Fee Schedule

Fees								
#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Air handling/ heating or cooling unit replacement	$44.00	Each		Chapter 1, Section 1.8.4 of CBC.	$115.50	0%	$115.00	$0
2	Additional plan review	$176.00	Hour		Chapter 1, Section 1.8.4 of CBC.	$133.00	0%	$133.00	$0
3	Additional plan review- Engineering	$176.00	Hour		Chapter 1, Section 1.8.4 of CBC.	$165.00	0%	$165.00	$0
4	Awning/ canopy (supported by building)	New	Each		Chapter 1, Section 1.8.4 of CBC.	$163.00	0%	$163.00	$0
5	Balcony/ deck	$308.00	Each		Chapter 1, Section 1.8.4 of CBC.	$305.50	0%	$305.00	$0
6	Balcony/ deck railing repair	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$190.50	0%	$190.00	$0
7	Carport- custom	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$570.50	0%	$570.00	$0
8	Carport- ICC, IAPMO, handout	$220.00	Each		Chapter 1, Section 1.8.4 of CBC.	$305.50	0%	$305.00	$0
9	Cell tower- modifications	$308.00			Chapter 1, Section 1.8.4 of CBC.	$265.50	0%	$265.00	$0
10	Cell tower- new	$308.00	Each		Chapter 1, Section 1.8.4 of CBC.	$854.50	0%	$854.00	$0
11	Change of occupancy	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$251.50	0%	$251.00	$0
12	Certificate of Occupancy (Enhanced)	New	Each		Chapter 1, Section 1.8.4 of CBC.	$25.00	0%	$25.00	$0
13	Demolition of building	$132.00	Each Building		Chapter 1, Section 1.8.4 of CBC.	$256.00	0%	$256.00	$0
14	Electric panel replacement	New	Each		Chapter 1, Section 1.8.4 of CBC.	$115.50	0%	$115.00	$0.50
15	Exterior wall covering replacement (up to 400 s.f.)	$264.00			Chapter 1, Section 1.8.4 of CBC.	$253.00	0%	$253.00	$0
16	Fireplace- custom	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$353.00	0%	$353.00	$0
17	Fireplace- pre-fabricated with engineering	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$330.50	0%	$330.00	$0.50
18	Flag pole (over 20' in height)	$132.00			Chapter 1, Section 1.8.4 of CBC.	$388.00	0%	$388.00	$0
19	Grease trap/ interceptor	$22.00	Each		Chapter 1, Section 1.8.4 of CBC.	$198.00	0%	$198.00	$0

Building Department Misc. Fee Schedule

Fees								
#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
20	Hood- other than Type 1 (including ducts)	$213.00	Each		Chapter 1, Section 1.8.4 of CBC.	$298.00	0%	$298.00	$0
21	Hood- Type 1 (includes exhaust system)	$44.00	Each		Chapter 1, Section 1.8.4 of CBC.	$380.50	0%	$380.00	$0.50
22	Inspection Fee- Hourly	$88.00	Hour		Chapter 1, Section 1.8.4 of CBC.	$110.00	0%	$110.00	$0
23	Job card- replace/ duplicate	$45.00	Each		Chapter 1, Section 1.8.4 of CBC.	$60.50	0%	$60.00	$0.50
24	Lighting pole (up to 6)	$75.00	6		Chapter 1, Section 1.8.4 of CBC.	$463.00	0%	$463.00	$0
25	Lighting pole (up to 6 additional)	$44.00	6		Chapter 1, Section 1.8.4 of CBC.	$105.00	0%	$105.00	$0
26	Manufactured home- installation on private property	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$348.00	0%	$348.00	$0
27	Modular unit- installation on private property	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$409.00	0%	$409.00	$0
	Patio cover- custom	New	Each		Chapter 1, Section 1.8.4 of CBC.	$323.00	0%	$323.00	$0
29	Patio cover- metal, ICC, IAPMO	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$165.50	0%	$165.00	$0.50
30	Patio cover- wood, ICC, IAPMO or handout	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$323.00	0%	$323.00	$0
31	Patio enclosure	$440.00	Each		Chapter 1, Section 1.8.4 of CBC.	$350.50	0%	$350.00	$0.50
32	Plan check	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$125.00	0%	$125.00	$0
33	Plan check- Structural Engineer	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$247.50	0%	$247.00	$0.50
34	Pool/spa- commercial	$484.00	each		Chapter 1, Section 1.8.4 of CBC.	$714.50	0%	$714.00	$0.50
35	Pool/spa- residential custom	$484.00	Each		Chapter 1, Section 1.8.4 of CBC.	$521.00	0%	$521.00	$0
36	Pool/spa- residential fiberglass/ vinyl-lined	$308.00	Each		Chapter 1, Section 1.8.4 of CBC.	$355.50	0%	$375.00	$0.50
37	Pool/spa- residential gunnite	$484.00	Each		Chapter 1, Section 1.8.4 of CBC.	$438.00	0%	$438.00	$0
38	Re-Inspection	$44.00	Each		Chapter 1, Section 1.8.4 of CBC.	$121.00	0%	$121.00	$0

Building Department Misc. Fee Schedule

Fees								
#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
39	Re-roof- commercial (for each 3,000 s.f.)	$264.00	3,000 s.f.		Chapter 1, Section 1.8.4 of CBC.	$198.00	0%	$198.00	$0
40	Re-roof- multifamily (for each 3,000 s.f.)	$264.00	3,000 s.f.		Chapter 1, Section 1.8.4 of CBC.	$198.00	0%	$198.00	$0
41	Re-roof- SFD	$264.00	Each Building		Chapter 1, Section 1.8.4 of CBC.	$198.00	0%	$198.00	$0
42	Research- hourly	$132.00	Hourly		Chapter 1, Section 1.8.4 of CBC.	$91.00	0%	$91.00	$0
43	Residential bathroom remodel- no structural/wall changes	Valuation	Each		Chapter 1, Section 1.8.4 of CBC.	$248.00	0%	$248.00	$0
44	Residential kitchen remodel- no structural/wall changes	Valuation	Each		Chapter 1, Section 1.8.4 of CBC.	$273.00	0%	$273.00	$0
45	Retrofit foundation for a modular or mobil unit	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$140.50	0%	$140.00	$0.50
[illegible]	Sales office- conversion to residential or garage use	Valuation	Each		Chapter 1, Section 1.8.4 of CBC.	$140.50	0%	$140.00	$0.50
	Septic tank	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$223.00	0%	$223.00	$0
48	Sign- monument	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$396.00	0%	$396.00	$0
49	Sign- pole/ billboard	$440.00	Each		Chapter 1, Section 1.8.4 of CBC.	$528.50	0%	$528.00	$0.50
50	Sign- wall	$220.00	Each		Chapter 1, Section 1.8.4 of CBC.	$190.50	0%	$190.00	$0.50
51	Site investigation	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$278.00	0%	$278.00	$0
52	Solar- commercial (each additional kw)	Valuation	1kw		Chapter 1, Section 1.8.4 of CBC.	$122.00	0%	$122.00	$0
53	Solar- commercial (up to 4 kw)	Valuation	4 kw		Chapter 1, Section 1.8.4 of CBC.	$243.00	0%	$243.00	$0
54	Solar- ground mount	Valuation	Each		Chapter 1, Section 1.8.4 of CBC.	$470.50	0%	$470.00	$0.50
55	Solar- residential rooftop (more than 10 kw)	$318.50	Each		Chapter 1, Section 1.8.4 of CBC.	$373.00	0%	$373.00	$0
56	Solar- residential rooftop (up to 10 kw)	$318.50	10 kw		Chapter 1, Section 1.8.4 of CBC.	$268.00	0%	$268.00	$0
57	Solar- residential water heater	$88.00	Each		Chapter 1, Section 1.8.4 of CBC.	$257.50	0%	$257.00	$0.50

Building Department Misc. Fee Schedule

Fees								
#	Description	Current Fee/Charge	Unit	Notes	Resolution/ Ordinance	Full Cost	Subsidy %	Suggested Fee	Fee Δ
58	Special Inspector application	New	Each		Chapter 1, Section 1.8.4 of CBC.	$33.00	0%	$33.00	$0
59	Stairs- each flight	$176.00	per flight		Chapter 1, Section 1.8.4 of CBC.	$215.50	0%	$215.00	$0
60	Storage racks (each 100 L.F.)	$176.00	per 100 lf.		Chapter 1, Section 1.8.4 of CBC.	$154.25	0%	$154.00	$0
61	Temporary construction or sales trailer	88.00 hr	Each		Chapter 1, Section 1.8.4 of CBC.	$148.50	0%	$148.00	$0.50
62	Temporary electrical service	$88.00	Each		Chapter 1, Section 1.8.4 of CBC.	$168.00	0%	$168.00	$1
63	Temporary electrical service (each additional pole)	$8.00	Each		Chapter 1, Section 1.8.4 of CBC.	$110.00	0%	$115.00	$13
64	Utility release	New	Each		Chapter 1, Section 1.8.4 of CBC.	$115.50	0%	$115.00	$0.50
	Walk-in tub	$176.00	Each		Chapter 1, Section 1.8.4 of CBC.	$198.00	0%	$198.00	$0
	Wall- combo (each 300 L.F.)	$924.00	300 lf.		Chapter 1, Section 1.8.4 of CBC.	$308.00	0%	$308.00	$0
67	Wall- freestanding (each 300 L.F.)	$924.00	300 lf.		Chapter 1, Section 1.8.4 of CBC.	$333.00	0%	$333.00	$0
68	Wall- pilaster	$308.00	Each		Chapter 1, Section 1.8.4 of CBC.	$333.00	0%	$333.00	$0
69	Wall- retaining- custom (each 50 L.F.)	$528.00	50 lf.		Chapter 1, Section 1.8.4 of CBC.	$538.50	0%	$538.00	$0
70	Wall- retaining- handout (each 50 L.F.)	$528.00	50 lf.		Chapter 1, Section 1.8.4 of CBC.	$278.00	0%	$278.00	$0
71	Water heater replacement	$15.00	Each		Chapter 1, Section 1.8.4 of CBC.	$115.50	0%	$115.00	$0
72	Water/gas piping- installation, alteration or repair	$8.00	Each		Chapter 1, Section 1.8.4 of CBC.	$280.50	0%	$280.00	$0
73	Window/door replacement- residential, no changes to framing	$132.00	Each		Chapter 1, Section 1.8.4 of CBC.	$248.00	0%	$248.00	$0

Building New or Add SF

The Fee defaults to full cost, but can be manualy changed in this column. The per 100 s.f. will automatically update

BUILDING PERMIT FEES - Plan Check, Inspection and Permit Fees Combined

UBC Class	UBC Occupancy	Square Footage	Old Construction Fee Schedule				New Construction Fee Schedule - 100% Cost Recovery			
	Commercial- New	1,001	1,826.00	plus	25.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$2,925.38	plus	26.92	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	2,838.00	plus	22.02	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	4,002.00	plus	30.89	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	3,939.00	plus	7.45	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	5,546.25	plus	20.99	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	4,684.00	plus	7.54	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	7,645.13	plus	9.10	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	6,945.00	plus	8.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	10,374.75	plus	6.26	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	11,100.00	plus	11.10	for each additional 100 s.f. or fraction thereof	13,506.75	plus	8.37	for each additional 100 s.f. or fraction thereof
	Tenant Improvements	1	1,151.00	plus	15.77	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.	$1,892.25	plus	47.58	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
		801	1,782.00	plus	13.78	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.	2,272.88	plus	89.42	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1250 s.f.
		1,251	2,471.00	plus	4.55	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.	2,675.25	plus	54.81	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2500 s.f.
		2,501	2,926.00	plus	4.83	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.	3,360.38	plus	26.97	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5000 s.f.
		5,001	4,375.00	plus	5.15	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.	4,034.63	plus	9.43	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.
		12,501	6,950.00	plus	6.95	for each additional 100 s.f. or fraction thereof	4,741.50	plus	12.72	for each additional 100 s.f. or fraction thereof
	Industrial - New	1,001	1,565.00	plus	22.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$2,631.75	plus	17.67	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	2,464.00	plus	19.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	3,338.63	plus	20.01	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	3,432.00	plus	6.94	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	4,339.13	plus	13.05	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	4,126.00	plus	6.20	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	5,644.13	plus	4.28	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	5,985.00	plus	7.53	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	6,927.38	plus	4.26	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	9,750.00	plus	9.75	for each additional 100 s.f. or fraction thereof	9,058.88	plus	5.52	for each additional 100 s.f. or fraction thereof
F-1	Woodworking	1,001	1,095.00	plus	30.74	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	1,710.00	plus	26.65	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	2,376.00	plus	9.18	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	2,835.00	plus	8.93	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	4,175.00	plus	10.16	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	6,715.00	plus	13.43	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
F-2	Steel Production/Fabrication	1,001	1,930.00	plus	13.83	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,036.00	plus	11.92	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	4,228.00	plus	4.24	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	5,076.00	plus	3.84	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	7,380.00	plus	4.62	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	12,000.00	plus	6.00	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
H-4	Repair Garage	1,001	2,023.00	plus	28.62	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,168.00	plus	24.76	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	4,406.00	plus	8.66	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	5,272.00	plus	8.16	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	7,720.00	plus	9.50	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	12,470.00	plus	12.47	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
H-5	Aircraft Hangar	1,001	2,194.00	plus	29.18	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,366.00	plus	25.75	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	4,653.00	plus	8.07	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	5,460.00	plus	9.50	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	8,310.00	plus	9.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	12,990.00	plus	12.99	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
I-1.1	Nursery - Full time (5+)	1,001	1,151.00	plus	15.77	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	1,782.00	plus	13.78	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	2,471.00	plus	4.55	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	2,926.00	plus	4.83	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	4,375.00	plus	5.15	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	6,950.00	plus	6.95	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
I-1.2	Health Care Centers	1,001	2,360.00	plus	33.38	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,696.00	plus	28.87	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	5,139.00	plus	10.11	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	6,150.00	plus	9.53	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	9,010.00	plus	11.08	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	14,550.00	plus	14.55	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
I-2	Nursing Home/ Assisted Living /	1,001	2,364.00	plus	33.43	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,702.00	plus	28.93	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	5,148.00	plus	10.08	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	6,156.00	plus	9.56	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	9,025.00	plus	11.09	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	14,570.00	plus	14.57	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof

BUILDING PERMIT FEES - Plan Check, Inspection and Permit Fees Combined

UBC Class	UBC Occupancy	Square Footage	Old Construction Fee Schedule				New Construction Fee Schedule - 100% Cost Recovery			
M	Department Stores	1,001	1,740.00	plus	25.17	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	2,747.00	plus	21.63	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	3,828.00	plus	7.84	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	4,612.00	plus	6.83	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.,	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	6,660.00	plus	8.46	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	10,890.00	plus	10.89	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
M	Stores (Retail)	1,001	1,671.00	plus	24.45	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	2,649.00	plus	20.94	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	3,696.00	plus	7.72	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	4,468.00	plus	6.46	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	6,405.00	plus	8.25	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	10,530.00	plus	10.53	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
M	Retail Tennant Improvements	1,001	861.00	plus	57.40	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	1,320.00	plus	50.57	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	1,826.00	plus	15.98	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	2,145.00	plus	18.53	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	3,257.00	plus	18.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	5,104.00	plus	25.52	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
R-1	Hotels & Motels (repeat)	1,001	2,158.00	plus	31.29	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,409.00	plus	26.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	4,752.00	plus	9.76	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	5,728.00	plus	8.46	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	8,265.00	plus	10.51	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	13,520.00	plus	13.52	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
R-1	Apartment Bldg (repeat)	1,001	2,158.00	plus	31.29	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	3,409.00	plus	26.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	4,752.00	plus	9.76	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	5,728.00	plus	8.46	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	8,265.00	plus	10.51	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		100,001	13,520.00	plus	13.52	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
	Residential- New (single or multi family- per dwelling unit)	1	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.	$2,512.13	plus	24.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
		801	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.	2,707.88	plus	67.97	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.
		1,201	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.	2,979.75	plus	43.50	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.	3,327.75	plus	44.59	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.	3,773.63	plus	63.08	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.	4,404.38	plus	41.33	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.	5,230.88	plus	23.11	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof	6,155.25	plus	31.19	for each additional 100 s.f. or fraction thereof
	Residental- Production Phase	1	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.	$2,211.98	plus	28.00	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
		801	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.	2,436.00	plus	7.61	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.
		1,201	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.	2,466.45	plus	60.36	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2000 s.f.
		2,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.	2,949.30	plus	27.19	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3000 s.f.
		3,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.	3,221.18	plus	53.72	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4000 s.f.
		4,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.	3,758.40	plus	39.26	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6000 s.f.
		6,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.	4,543.58	plus	19.25	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10000 s.f.
		10,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof	5,313.53	plus	1.27	for each additional 100 s.f. or fraction thereof
R-2.1	Group Care, Non-Amb. (6+)	250	1,109.00	plus	56.76	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,250 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		1,250	1,676.00	plus	50.68	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,500 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		2,500	2,310.00	plus	14.77	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		5,000	2,679.00	plus	19.88	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		12,500	4,170.00	plus	17.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		25,000	6,403.00	plus	25.61	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
R-2.2 &	Group Care, Ambulatory (6+)	250	1,214.00	plus	64.68	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,250 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		1,250	1,861.00	plus	57.02	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,500 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		2,500	2,574.00	plus	17.95	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		5,000	3,023.00	plus	20.95	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		12,500	4,594.00	plus	20.79	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 25,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		25,000	7,193.00	plus	28.77	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof

BUILDING PERMIT FEES - Plan Check, Inspection and Permit Fees Combined

UBC Class	UBC Occupancy	Square Footage	Old Construction Fee Schedule				New Construction Fee Schedule - 100% Cost Recovery			
R-2.1.1,	Group Care, Non-Amb. (1-5)	300	1,338.00	plus	59.01	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		1,500	2,046.00	plus	52.14	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		3,000	2,828.00	plus	16.24	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		6,000	3,315.00	plus	19.35	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		15,000	5,057.00	plus	18.91	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		30,000	7,893.00	plus	26.31	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
R-2.2.1 &	Group Care, Ambulatory (1-5)	300	1,338.00	plus	59.01	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		1,500	2,046.00	plus	52.14	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		3,000	2,828.00	plus	16.24	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		6,000	3,315.00	plus	19.35	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 15,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		15,000	5,057.00	plus	18.91	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 30,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.
		30,000	7,893.00	plus	26.31	for each additional 100 s.f. or fraction thereof	-	plus	-	for each additional 100 s.f. or fraction thereof
S-1	Mini Storage	1,000	1,253.00	plus	18.34	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,000	1,987.00	plus	15.70	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,000	2,772.00	plus	5.80	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,000	3,352.00	plus	4.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		50,000	4,810.00	plus	6.20	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	#REF!	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		100,000	7,910.00	plus	7.91	for each additional 100 s.f. or fraction thereof	-	plus	#REF!	for each additional 100 s.f. or fraction thereof
S-1	Moderate Hazard Storage	1,000	1,494.00	plus	20.84	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,000	2,328.00	plus	18.12	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,000	3,234.00	plus	6.18	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,000	3,852.00	plus	6.14	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		50,000	5,695.00	plus	6.85	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	#REF!	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		100,000	9,120.00	plus	9.12	for each additional 100 s.f. or fraction thereof	-	plus	#REF!	for each additional 100 s.f. or fraction thereof
S-2	Low Hazard Storage	1,000	1,947.00	plus	27.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,000	3,039.00	plus	23.70	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,000	4,224.00	plus	8.16	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,000	5,040.00	plus	7.93	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		50,000	7,420.00	plus	9.04	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 100,000 s.f.	-	plus	#REF!	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		100,000	11,940.00	plus	11.94	for each additional 100 s.f. or fraction thereof	-	plus	#REF!	for each additional 100 s.f. or fraction thereof
3	Repair Garage	200	1,214.00	plus	80.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.	$0.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		1,000	1,861.00	plus	71.27	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		2,000	2,574.00	plus	22.43	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		4,000	3,022.00	plus	26.18	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	-	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		10,000	4,593.00	plus	26.01	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	-	plus	#REF!	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		20,000	7,194.00	plus	35.97	for each additional 100 s.f. or fraction thereof	-	plus	#REF!	for each additional 100 s.f. or fraction thereof
	Residential- Addition (single or multi family)	1	1,320.00	plus	90.73	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.	$1,740.00	plus	43.50	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
		301	2,046.00	plus	79.21	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.	1,870.50	plus	184.88	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		501	2,838.00	plus	26.39	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.	2,240.25	plus	101.50	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.
		801	3,366.00	plus	27.51	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.	2,544.75	plus	63.70	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,501	5,016.00	plus	29.70	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.	2,990.63	plus	91.35	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
		2,001	7,986.00	plus	39.93	for each additional 100 s.f. or fraction thereof	3,447.38	plus	122.82	for each additional 100 s.f. or fraction thereof
	Residential- Remodel (single or multi family)	1	1,109.00	plus	70.95	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.	$1,326.75	plus	18.13	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
		301	1,676.00	plus	63.35	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.	1,381.13	plus	119.63	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
		501	2,310.00	plus	18.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.	1,620.38	plus	39.88	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including800 s.f.
		801	2,679.00	plus	24.85	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.	1,740.00	plus	38.84	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1500 s.f.
		1,501	4,170.00	plus	22.32	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.	2,011.88	plus	21.67	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
		2,001	6,402.00	plus	32.01	for each additional 100 s.f. or fraction thereof	2,153.25	plus	31.08	for each additional 100 s.f. or fraction thereof
	Shell Buildings	1	806.00	plus	11.21	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.	$2,707.88	plus	30.45	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
		1,001	1,255.00	plus	9.75	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.	3,012.38	plus	11.15	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
		5,001	1,742.00	plus	3.32	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.	3,458.25	plus	15.23	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
		10,001	2,074.00	plus	3.30	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	4,219.50	plus	7.29	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	3,065.00	plus	3.71	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.	4,948.13	plus	3.19	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
		50,001	4,920.00	plus	4.92	for each additional 100 s.f. or fraction thereof	5,905.13	plus	4.23	for each additional 100 s.f. or fraction thereof
	Garage/ Storage/ Workshop	1	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 400 s.f.	$1,054.88	plus	24.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 400 s.f.
		401	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 600 s.f.	1,152.75	plus	59.81	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 600 s.f.
		601	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.	1,272.38	plus	32.63	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
		1,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.	1,402.88	plus	28.28	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.
		1,501	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.	1,544.25	plus	63.77	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
		20,001	n.a.	plus	n.a.	for each additional 100 s.f. or fraction thereof	1,620.38	plus	84.57	for each additional 100 s.f. or fraction thereof

Planning Department

Planning Fees*

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Adult Ent Zoning Permit	$7,562.00			$931.55	-712%	$7,562.00	$0
2	Annexation Fee	$4,489.00	Deposit		$8,236.13		$8,845.00	Deposit
3	Appeal of PC Decision	$7,155.00			$1,829.19	0%	$1,829.00	-74%
4	Appeal of Planning Dept. Decision	$4,942.00			$3,498.76	0%	$3,498.00	-29%
5	Certificate of Completion/Lot Line Adj	$1,086.00			$1,916.60	0%	$1,965.00	81%
6	Clarification of Ambiguity/Omission	$1,723.00			$789.23	0%	$789.00	-54%
7	Conditional Use Permit	$4,779.00			$4,718.11	0%	$4,718.00	-1%
8	Conditional Use Permit Amend	$7,211.00			$4,374.93	0%	$4,374.00	-39%
9	CUP - sexually oriented business	$5,031.00			$2,313.59	0%	$2,313.00	-54%
10	Design Review	$4,904.00			$5,881.84	0%	$5,881.00	20%
11	Design Review Amend	New			$4,474.40	NA	$4,474.00	New
12	Development Agreements	$8,352.00	Deposit		Variable	NA	$26,008.00	Deposit
13	EIR-City Admin Charge	$6,417 + consultant's fees	Deposit		Variable	NA	$13,226.00	Deposit
14	Environmental - Mitigation Monitoring	New	Deposit		Variable	NA	$5,000.00	Deposit
15	Environmental Assessment - ND or MND	$3,124.00			$8,161.33	-1%	$8,209.00	**163%**
16	Environmental Filing Fee/ Environmental Fish and Game Fee	New			NA	NA	Actual Cost	Actual Cost
17	Extension of Time, CUP or Design Review	New			$717.07	0%	$717.00	New
18	Final Parcel Map	$4,379.00			$958.38	0%	$958.00	-78%
19	Final Tract Map (51 + lots)	$8,195.00		Plus 70/lot	$1,885.73	0%	$1,885.00	-77%
20	Final Tract Map (first 50 lot)	$4,885.00			$1,514.79	0%	$1,514.00	-69%
21	General Plan Amendment (Land Use)	$6,192.00			$8,008.18	0%	$8,008.00	29%
22	General Plan Amendment (Policy)	$6,900.00			$7,070.04	0%	$7,070.00	2%
23	Landscape - minor	$884.00			$935.72	0%	$935.00	6%
24	Landscape review - major	$2,030.00			$1,028.46	0%	$1,028.00	-49%
25	Lot Line Adjustment	$1,086.00			$797.92	NA	$797.00	-27%
26	Lot Merger	$761.00			$673.81	0%	$673.00	-12%

*A 3% Technical and Facilities based surcharge will be added to all Flat and Deposit Based Application Fees.

Planning Department

Planning Fees *

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
27	Cannabis Cultivation Permit - Personal	$170.00			$779.46	67%	$255.00	50%
28	Minor develop plan review - SFD	$890.00			$890.67	0%	$890.00	0%
29	Minor modification of an Application	$2,465.00			$1,011.73	0%	$1,011.00	-59%
30	Mural permit	$1,310.00			$650.06	0%	$650.00	-50%
31	Planning letters	$55- $80			$168.82	0%	$168.00	50%
32	Pre App Review	New			$1,410.15	NA	No Charge	N/A
33	Request for Public Hearing	$1,802.00			$1,953.23	0%	$1,953.00	8%
34	Sign Permit - Freestanding Sign	New			$499.85	0%	$499.00	N/A
35	Sign Permit - Panel Change Only	New			$108.42	0%	$108.00	N/A
36	Sign Review	$537.00			$278.90	0%	$278.00	-48%
37	Site Plan Review	$5,885.00			$859.99	0%	$859.00	-85%
38	Specific Plan	$9,863.00	Deposit		Variable	NA	$16,133.00	Deposit
39	Specific Plan Amend	$10,405.00	Deposit		Variable	NA	$11,656.00	Deposit
40	Temp Signs	$235.00			$278.90	0%	$278.00	18%
41	Temp use permit	$1,001.00			$1,065.86	0%	$1,065.00	6%
	Sidewalk Vending Temporary Use Permit	New	Flat		$0.00	0%	$0.00	0%
42	Tentative Map Time Extension	$4,258.00			$3,508.07	0%	$3,508.00	-18%
43	Tentative Parcel Map	$9,811.00			$8,253.27	0%	$8,253.00	-16%
44	Tentative Tract Map (Less than 50 lots)	$7,757.00	Deposit		$8,936.41	-1%	$8,985.00	Deposit
45	Tentative Tract Map (50 lots or more)	New	Deposit		$9,983.73	0%	$9,983.00	Deposit
46	Tentative Tract Map Condition Monitoring	New	Deposit			NA	$5,000.00	Deposit
47	Variance	$4,292.00			$4,269.81	0%	$4,269.00	-1%
48	Zone Change	$8,524.00			$6,917.76	0%	$6,917.00	-19%
49	Zone Text Amend.	$6,900.00			$6,950.07	0%	$6,950.00	1%
50	Technology Surcharge added to all Fees above	$0.00				0%	2.5%	

*A 3% Technical and Facilities based surcharge will be added to all Flat and Deposit Based Application Fees.

Misc. Utility Customer Service Fees

Water & Waste Water Utility Fees								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Water Deposit - Residential - Initial - Credit Check							
2	Green Rating				NA	NA	$0.00	
3	Yellow Rating				NA	NA	$100.00	
4	Red Rating				NA	NA	$150.00	
5	Water Deposit - No Credit Check or Letter of Credit				NA	NA	$150.00	
6	Water Deposit - All Other Classes of Service	New			NA	NA	2X est average for location or min of $50.00	
7	Water Deposit - Reconnection After Processing for Non-Payment	New			NA	NA	3X est ave bill	
8	Water Account Set - Up Fee - next business day	$27.00			$29.00	NA	$30.00	11%
9	Water Account Set - Up Fee - Same Day (8:00 a.m. to 12:00 p.m.)	$30.00			$32.00	NA	$35.00	17%
10	Water Account Set - Up Fee - Same Day (12:00 p.m. to 3:00 p.m.)	$30.00			$44.00	NA	$45.00	50%
11	Water Account Set - Up Fee - After Hours (3:00 - 8:00 a.m. next business day & holidays and weekends)	$146.00			$220.00	NA	$219.00	50%
12	Water Meter Reinstallation Fee	$95.00		Customer self restore and/or damaged meter	$139.00	NA	$142.00	49%
13	Cut/Broken Lock Fee	New					$15.00	
14	After p.m. t/on fee	$146.00			$217.00	NA	$219.00	50%
	Water Meter Installation Fee of (Brand New Service)							
15	3/4" Meter	$258.00	Per Meter		$284.00		$285.00	10%
16	1" Meter	$384.00	Per Meter		$410.00		$414.00	8%
17	1 1/2 " Meter	$580.00	Per Meter		$602.00		$608.00	5%
18	2" Meter	$765.00	Per Meter		$873.00		$875.00	14%
19	Anything larger than 2"	T & M	Per Meter				T & M	
20	Water Meter Test Fee	$80.00	One test free per year	Add'l tests are $80.00	$98.00		$100.00	25%
21	Water Backflow/Cross Connection Testing	$82.00	Plus materials				$82.00	0%
22	Backflow Device Installation - Time & Materials	T & M	Each				T & M	
23	Fire Flow Test	$92.00	Each		$94.00		$95.00	3%
24	Installation of Gate Valve Fee	$87.00	Per hour + Materials				$87.00	0%
25	Water Service Lateral Installation (3/4" Meter)	$4,025.00					$4,025.00	0%

Misc. Utility Customer Service Fees								
26	Water Service Lateral Installation (1" Meter)	$4,140.00					$4,140.00	0%
27	Water Service Lateral Installation (1 1/2" Meter)	$4,685.00					$4,685.00	0%
28	Water Service Lateral Installation (2" Meter)	$4,855.00					$4,855.00	0%
29	Water Service Lateral Installation (>2" Meter)	T & M	Time & Material				T & M	
30	Construction water meter deposit (hydrant meter)	$500.00	Per Meter		NA	NA	$800.00	
31	Sewer Connection Investigation - Dye Check	$82.00			$94.00		$95.00	16%
32	Trespass/Diversion/Theft of Service	$250.00		1st offense	NA	NA	$300.00	20%
33	Trespass/Diversion/Theft of Service	$500.00		2nd offense	NA	NA	$600.00	20%

Misc. Utility Customer Service Fees

Miscellaneous Fees								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Delinquent Notice Fee	$13.50		Account balances more than $75 31 days past due	NA	NA	$18.50	27%
2	Door Hanger Fee	$13.50					$18.50	27%
3	Late Fee	New		1.5 % of unpaid balance after 30 days but less than $75	NA	NA	10 % of unpaid balance after 30 days but less than $75.00	NA
4	Non-Sufficient Payment Return Fee - (Check & Autopay)	$25.00	Add $13.50 Door Hanger	1st Occurance			$25.00	Add New Door Hanger Fee
5	Non-Sufficient Payment Return Fee - (Check & Autopay)	$35.00	Add $13.50 Door Hanger	2nd Occurance within 12 months			$35.00	Add New Door Hanger Fee
	Processing Fee for Credit Check for Deposit Determination	New	Each Person				$2.50	
7	Processing Fee for Non-Payment	New		per service	NA	NA	$45.00	NA

Electric Utility Fees								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Reconnection Charge (Additional) OH or UG service terminated by electric crew	$265.00			$558.83	29%	$397.00	33%
2	Reconnection Charge (Additional) Service Drop removed by electric crew	$265.00			$265.02	0%	$265.00	0%
3	Trespass/Diversion/Theft of Service	$250.00		1st Offense	NA	NA	$975.00	
4	Customer Requested Electric Operations Service Call "Trip Charge"	New		Charge is assessed if an additional trip is required to complete the service call, due to customer oversight	$124.68	1%	$124.00	
5	Electric Deposit - Residential - Initial - Credit Check	New						
6	Green Rating				NA	NA	$0.00	
7	Yellow Rating				NA	NA	$100.00	
8	Red Rating				NA	NA	$150.00	

Misc. Utility Customer Service Fees								
9	Electric Deposit - No Credit Check or Letter of Credit				NA	NA	$150.00	
10	Electric Deposit - All Other Classes of Service	New		2X est average for location or min of 100.00	NA	NA	2X est average for location or min of $100.00	
11	Electric Deposit - Reconnection After Processing for Non-Payment	New			NA	NA	3X est ave bill	
12	Electric Account Set - Up Fee - next business day	$27.00			NA	NA	$30.00	10%
13	Electric Account Set - Up Fee - Same Day (8:00 a.m. to 12:00 p.m.)	$30.00			NA	NA	$35.00	14%
14	Electric Account Set - Up Fee - Same Day (12:00 p.m. to 3:00 p.m.)	$30.00			NA	NA	$45.00	33%
15	Electric Account Set - Up Fee - After Hours (3:00 - 8:00 a.m. next business day & holidays and weekends)	$146.00			NA	NA	$219.00	33%

Police

Fees	Below are Set By BMC Codes							
#	Description	Fee (Penalty/Late Fee)	Unit	Governing Code	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Prohibited Stopping or Parking at red curb	$45.00*		13-21 BMC	NA	NA	$45.00*	$0
2	Prohibited Stopping or Parking	$58.00*		13-22A BMC	NA	NA	$58.00*	$0
3	Parking not to Obstruct Traffic	$58.00*		13-23 BMC	NA	NA	$58.00*	$0
4	All night and vehicle maintenance parking prohibited	$50.00*/$50.00		13-24 BMC	NA	NA	$50.00*/$50.00	$0
5	Standing or Parking on one-way roadway	$45.00*/$45.00		13-25 BMC	NA	NA	$45.00*/$45.00	$0
6	Parking on grades	$45.00*/$45.00		13-26 BMC	NA	NA	$45.00*/$45.00	$0
7	Unlawful parking--peddlers, vendors	$80.00*/$80.00		13-27 BMC	NA	NA	$80.00*/$80.00	$0
8	Temporary parking restrictions	$45.00*/$45.00		13-28 BMC	NA	NA	$45.00*/$45.00	$0
9	Time limit parking zones -- green curbs	$58.00*		13-29 BMC	NA	NA	$58.00*	$0
10	Parking within space markings	$45.00*/$45.00		13-30 BMC	NA	NA	$45.00*/$45.00	$0
11	Parking in freight and passenger loading zones--time limits	$45.00*/$45.00		13-32 BMC	NA	NA	$45.00*/$45.00	$0
12	Stopping in Alley	$58.00*		13-33 BMC	NA	NA	$58.00*	$0
	Designated bus and taxicab zones	$80.00*/$80.00		13-34 BMC	NA	NA	$80.00*/$80.00	$0
	Restricted use of Bus and Taxicab zones	$58.00*		13-35 BMC	NA	NA	$58.00*	$0
15	Trailer or semi-trailer parking prohibited	$80.00*/$80.00		13-39 BMC	NA	NA	$80.00*/$80.00	$0
16	Commercial Parking in Business & Residential districts	$80.00*/$80.00		13-40 BMC	NA	NA	$80.00*/$80.00	$0
17	Parking in excess of 72 hours	$45.00*		10.12.045 BMC	NA	NA	$45.00*	$0
18	Commercial vehicle -- parking prohibited	$113.00*		10.16.020 BMC	NA	NA	$113.00*	$0
19	Vehicle parked transporting animals/nuisance	$100.00*		10.16.020A1 BMC	NA	NA	$100.00*	$0
20	Vehicle parked with hazardous substance within city	$100.00*		10.16.020A2 BMC	NA	NA	$100.00*	$0
21	Vehicle parked on road for repair	$100.00*		10.16.020A3 BMC	NA	NA	$100.00*	$0
22	Commercial vehicles over 10,000 lbs. parking in residential area	$113.00*		10.16.020B1 BMC	NA	NA	$113.00*	$0
23	Commercial vehicles over 10,000 lbs. parking on lot/unimproved	$113.00*		10.16.020B2 BMC	NA	NA	$113.00*	$0
24	Commercial vehicles over 10,000 lbs. parking within 100 ft of residential area	$113.00*		10.16.020B3 BMC	NA	NA	$113.00*	$0
25	Commercial vehicles over 10,000 lbs. parking within 150 ft of driveway opening	$113.00*		10.16.020B4 BMC	NA	NA	$113.00*	$0

Police								
26	Commercial vehicles over 10,000 lbs. parking in commercial property	$113.00*		10.16.020B5 BMC	NA	NA	$113.00*	$0
27	Commercial vehicles over 10,000 lbs. parking in non-residential property	$113.00*		10.16.020B6 BMC	NA	NA	$113.00*	$0
28	Commercial vehicles over 10,000 lbs. parking in alley	$113.00*		10.16.020B7 BMC	NA	NA	$113.00*	$0
29	Commercial vehicles over 10,000 lbs. parking adjacent to public facility	$113.00*		10.16.020B8 BMC	NA	NA	$113.00*	$0
30	Commercial vehicles over 10,000 lbs. unattached trailer	$113.00*		10.16.020B9 BMC	NA	NA	$113.00*	$0
31	Commercial vehicles over 10,000 lbs. idling over 15 minutes	$113.00*		10.16.020C BMC	NA	NA	$113.00*	$0
32	Unregistered vehicle	$73.00*		4000A CVC	NA	NA	$73.00*	$0
33	Display of license plate	$73.00*		5200 CVC	NA	NA	$73.00*	$0
34	Improper Display of Tabs	$30.00*		5204A CVC	NA	NA	$30.00*	$0
35	Unauthorized Parking on Public Grounds	$35.00*		21113A CVC	NA	NA	$35.00*	$0
36	Stopping/Parking in Bicycle lane	$35.00*		21211A CVC	NA	NA	$35.00*	$0
[illegible]	Parking within Intersection	$48.00*		22500A CVC	NA	NA	$48.00*	$0
[illegible]	Parking in Crosswalk	$48.00*		22500B CVC	NA	NA	$48.00*	$0
39	Parking adjacent to Safety Zone	$48.00*		22500C CVC	NA	NA	$48.00*	$0
40	Parking within 15 feet of Fire Station Driveway	$48.00*		22500D CVC	NA	NA	$48.00*	$0
41	Parking blocking a driveway	$48.00*		22500E CVC	NA	NA	$48.00*	$0
42	Parking on a sidewalk	$48.00*		22500F CVC	NA	NA	$48.00*	$0
43	Parking blocking excavation	$48.00*		22500G CVC	NA	NA	$48.00*	$0
44	Double Parking	$48.00*		22500H CVC	NA	NA	$48.00*	$0
45	Parking in a posted bus zone	$263.00*		22500I CVC	NA	NA	$263.00*	$0
46	Parking on a bridge	$48.00*		22500K CVC	NA	NA	$48.00*	$0
47	Parking blocking wheelchair access	$338.00*		22500L CVC	NA	NA	$338.00*	$0
48	Parking in posted Fire lane	$80.00*		22500.1 CVC	NA	NA	$80.00*	$0
49	Parking more than 18" from the curb	$48.00*		22502A CVC	NA	NA	$48.00*	$0
50	Posted no parking	$35.00*		22505B CVC	NA	NA	$35.00*	$0
51	Parking in/Obstructing space designated for the disabled	$338.00*		22507.8A CVC	NA	NA	$338.00*	$0
52	Obstrucing/blocking disabled space	$338.00*		22507.8B CVC	NA	NA	$338.00*	$0
53	Parking on blue crosshatch	$338.00*		22507.8C CVC	NA	NA	$338.00*	$0
54	Obstructing disabled parking space	$338.00*		22507.8C1 CVC	NA	NA	$338.00*	$0
55	Obstructing disabled parking space	$338.00*		22507.8C2 CVC	NA	NA	$338.00*	$0

Police

56	Parking within 15' of Fire hydrant	$35.00*		22514 CVC	NA	NA	$35.00*	$0
57	Unattended vehicle	$35.00*		22515B CVC	NA	NA	$35.00*	$0
58	Locking person in vehicle	$35.00*		22516 CVC	NA	NA	$35.00*	$0
59	Parking within 7.5 feet of railroad track	$35.00*		22521 CVC	NA	NA	$35.00*	$0
60	Parking within 3' of a sidewalk access ramp	$338.00*		22522 CVC	NA	NA	$338.00*	$0
61	Abandoned vehicle	$275.00*/$50.00		22523 CVC	NA	NA	$275.00*/$50.00	$0

Towing and Storage Services Fees - Below Set By Contract

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	Base Towing Rate - Class A Tow Truck	$130.00	per hour, 1 hr minimum		NA	NA	$130.00	$0
2	Heavy Duty Towing Rate - Class B Tow Truck	$165.00	per hour, 1 hr minimum		NA	NA	$165.00	$0
3	Heavy Duty Towing Rate - Class C and D Tow Truck	$250.00	per hour		NA	NA	$250.00	$0
4	Related Service	$350.00	per hour for crane recovery		NA	NA	$350.00	$0
	Lock Out (no towing required)	$65.00			NA	NA	$65.00	$0
	Lock Out (towing required)	No Charge			NA	NA	No Charge	NA
7	Dolly	No Charge			NA	NA	No Charge	NA
8	After Hours Release Fee	$65.00			NA	NA	$65.00	$0
9	**Storage**							
9a	Automobiles	$30.00	per day, outside		NA	NA	$30.00	$0
9b	Automobiles	$35.00	per day, inside		NA	NA	$35.00	NA
9c	Motorcycles	$15.00	per day, outside		NA	NA	$15.00	$0
9d	Motorcycles	$20.00	per day, inside		NA	NA	$20.00	$0
9e	Trucks, 1 ton under 20 ft.	$40.00	per day		NA	NA	$40.00	$0
9f	Trucks, over 20 ft.	$50.00	per day, per unit		NA	NA	$50.00	$0

Miscellaneous

#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	Fee Δ
1	All Reports - Black & White	$0.25	per copy		NA	NA	$0.25	$0
2	All Reports - Color	$0.35	per copy		NA	NA	$0.35	$0
3	Report Request Form - Black & White	$0.25	per copy		NA	NA	$0.25	$0
4	Report Request Form - Color	$0.35	per copy		NA	NA	$0.35	$0

Police

5	Special Events Charge (4 hr minimum)	$65.00	per officer, per hour		$102.84	5%	$97.50	$33
6	Special Events Charge (4 hr minimum)	$70.00	per corporal, per hour		$124.16	15%	$105.00	$35
7	Special Events Charge (4 hr minimum)	$80.00	per sergeant, per hour		$130.37	8%	$120.00	$40
8	Special Events Charge (4 hr minimum)	New	per Lieutenant, per hour		$192.39	45%	$105.00	NA
9	Special Events Charge (4 hr minimum)	New	per Captain, per hour		$180.72	31%	$125.00	NA
10	DUI Investigation & Fine	$110.00	per vehicle		NA	NA	$110.00	$0
11	DUI Enforcement Charge	Same as special events chg			NA	NA	Same as special events chg	NA
12	DUI Recovery	New		Allowed under California Government Code Sections 53155; cannot exceed $12,000	Variable	NA	Actual Cost Up to $12,000	NA
13	K-9 Unit Service Charge	Same as special events chg			NA	NA	Same as special events chg	NA
14	Public Dance Fee	Same as special events chg			NA	NA	Same as special events chg	NA
15	Traffic Control Fee	Same as special events chg			NA	NA	Same as special events chg	NA
16	Vehicle Storage Release	$77.00	per vehicle		NA	NA	$115.50	$39
17	Vehicle Storage Release - 30 day	New	per vehicle		NA	NA	$115.50	NA
18	False Alarm Response	none		1st response	NA	NA	none	NA
19	False Alarm Response	none		2nd response	NA	NA	none	NA
20	False Alarm Response	$72.00		3rd response	NA	NA	$72.00	NA
21	False Alarm Response	$144.00		4th response	NA	NA	$144.00	NA
22	False Alarm Response	$144.00		5th + response	NA	NA	$144.00	NA
23	Clearance Letter Fee	$25.00	per letter		$27.70	10%	$25.00	$0
24	Photo Sales Charges	$10.00	per print		$10.00	0%	$10.00	$0
25	Bicycle Licenses	$6.00	per licence		NA	0%	$5.00	-$1
26	Fingerprint Fee	$15.00	+ D.O.J. fees if applicable		NA	NA	$15.00	$0

Police

27	Vacant & Distressed Building Fee	$75.00	Each Property/Per Year	Resolution 2009-09
28	Tape Duplication Fee	$30.00	per tape	
29	Civil Court Case Charge	Actual Salary Involved		

		$75.00	
$17.21	13%	$15.00	-$15
NA	NA	Actual Salary Involved	NA

Fire Department

Plan Review/Inspection								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Residential Plan Review/Inspection	$134.00	per hour (1 hr. min.)		$181.72	0%	$182.00	26%
2	Commercial/Industrial Plan Review/Inspection	$134.00	per hour (1 hr. min.)		$181.72	0%	$182.00	26%
3	Automatic Fire Extinguisher Plan Review/Inspection	$134.00	per hr./person		$181.72	0%	$182.00	26%
4	Fire Alarm Plan Review/Inspection	$134.00	per hr./person		$181.72	0%	$182.00	26%
5	Sprinkler System Plan Review/Inspection	$134.00	per hr./person		$181.72	0%	$182.00	26%

Fire Code Compliance Inspection								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Annual State Mandated Inspection	$134.00	per hr./person (1 hr. min.)		$181.72	0%	$182.00	26%
2	Operational Permit Annual Inspection	New	per hour (1 hr. min.)		$181.72	0%	$182.00	N/A
3	New Business Fire Hazard Inspection	$134.00	per hr./person (1 hr. min.)		$181.72	0%	$182.00	26%
4	**Engine Company Inspection**							
5	Inspection	no fee			$0.00	100%	$0.00	N/A
6	1st Reinspection	no fee			$0.00	100%	$0.00	N/A
7	Subsequent reinspection	$134.00	per hr./person		$181.72	0%	$182.00	26%
8	Fire Suppression Cost Recovery	Actual Cost			NA	NA	Actual Cost	NA
9	Fire Prevention Investigation	Covered by County Contract			NA	NA	Covered by County Contract	NA
10	EMT Service, Non-resident	Covered by County Contract			NA	NA	Covered by County Contract	NA
11	Care Facility serving 25 or fewer persons	$50.00		Mandated by State	NA	NA	$50.00	$0
12	Care Facility serving 26 or more persons	$100.00		Mandated by State	NA	NA	$100.00	$0
13	**Hazardous Materials Record Location**							
13.a	Category 1, Level 1a	$268.00			NA	NA	$268.00	$0
13.b	Category 1, Level 1b	$335.00			NA	NA	$335.00	$0
13.c	Category 2, Level 2a	$268.00			NA	NA	$268.00	$0
13.d	Category 2, Level 2b	$335.00			NA	NA	$335.00	$0
13.e	Category 3, Level 3a	$402.00			NA	NA	$402.00	$0
13.f	Category 3, Level 3b	$469.00			NA	NA	$469.00	$0
14	Hazardous Materials Response	Actual Cost			Variable	NA	Actual Cost	NA
15	Non Compliance Fee	New	per hour (1 hr. min.)		$181.72	0%	$182.00	NA
16	Special Event fee	New	per hour (1 hr. min.)		$181.72	0%	$182.00	NA
17	Special Event - Inspection Fee	New	per hour (1 hr. min.)		$181.72	0%	$182.00	NA

Engineering

Public Works Permit Fees								
#	Description	Current Fee/Charge	Unit	Notes	Full Cost	Subsidy %	Suggested Fee	% +/-
1	Curb & Gutter - <100 ft.	$60.00			$95.52	1%	$95.00	37%
2	Curb & Gutter - >100 ft.	New	per 100 ft		$42.84	0%	$43.00	N/A
3	Sidewalk - <400 sq. ft	$60.00			$95.52	1%	$95.00	37%
4	Sidewalk - >400 sq. ft	New	per 100 ft		$18.79	-1%	$19.00	N/A
5	Pavement - <1000 ft.	$120.00			$148.20	0%	$148.00	19%
6	Pavement - each additional 1000 ft.	New			$95.52	1%	$95.00	N/A
7	Driveway approach - Residential	$60.00	Each		$95.52	-1%	$96.00	38%
8	Driveway approach - Commercial	$81.00	Each		$121.86	1%	$121.00	33%
9	Wheelchair Ramp	$60.00	Each		$95.52	-1%	$96.00	38%
10	Cross gutter/spandrel	$103.00	Each		$138.36	0%	$138.00	25%
11	Sewer main, storm drain, water main <50 ft.	$82.00			$173.12	0%	$173.00	**53%**
12	Sewer main, storm drain, water main >50 ft.	New	per 50 LF		$42.84	0%	$43.00	N/A
13	Sewer lateral	$60.00	Each		$90.32	0%	$90.00	33%
14	Water service	$60.00	Each		$90.32	0%	$90.00	33%
15	Sewer manhole	$81.00	Each		$116.66	1%	$116.00	30%
16	Sewer Clean out	$82.00	Each		$116.66	1%	$116.00	29%
17	Water line Hot Tap	$174.00	Each	Includes the water main run in r/w	$195.68	0%	$195.00	11%
18	Storm Drain Inlet	$189.00	Each		$227.22	0%	$227.00	17%
19	Storm Drain Connector pipe	$145.00	Each		$174.54	0%	$174.00	17%
20	Parkway drain	$81.00	Each		$121.86	1%	$121.00	33%
21	Fire Hydrant	$270.00	Each		$319.56	0%	$319.00	15%
22	Air Vac blow off	$103.00	Each		$253.56	1%	$250.00	**59%**
23	Street Tree	$60.00	Each		$95.52	1%	$95.00	37%
24	Street name & traffic sign	$60.00	Each		$95.52	1%	$95.00	37%
25	Dye Test	$104.00	Each		$144.00	0%	$144.00	28%
26	Penalty for work w/o permit	$244.00			NA	NA	x 2 permit fee	NA

Engineering

27	Overtime inspection	$154.00			$210.72	NA	75% of permit fee	NA
28	Re-Inspection Fee	1.5 x time spent			NA	NA	25% of permit fee	NA

Excavation permit								
#	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	Individual project (parallel to street)	$189.00			$227.22	0%	$227.00	$38
2	Individual project (across the street)	$188.00			$227.22	0%	$227.00	$39

Preliminary Project Review								
#	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	Specific Plan - preliminary	$3,871.00			Deposit		$5,000.00	Deposit
2	Specific Plan amendment - preliminary	$2,540.00			Deposit		$3,000.00	Deposit
	E.I.R - preliminary	$2,862.00			Deposit		$5,000.00	Deposit
	Drainage study	$1,240.00			$2,742.19	-2%	$2,800.00	56%
5	Soils Report	New			$2,742.19		$2,800.00	N/A
6	WQMP Review Deposit	$3,000.00	Deposit		Deposit		$3,000.00	Deposit
7	Traffic study	$2,504.00			$2,800.97	0%	$2,800.00	11%
8	Tentative parcel map - preliminary	$1,843.00			$2,238.97	0%	$2,238.00	18%
9	Tentative tract map - preliminary	$2,531.00			$3,130.97	0%	$3,130.00	19%
10	Tent map- (MH, RV)- preliminary	$2,360.00			$3,130.97	0%	$3,130.00	25%
11	Tent Comm/Indus parcel >4 lots- preliminary	$2,429.00			$2,909.54	0%	$2,909.00	17%
12	Site Plan	$289.00			$360.91	0%	$360.00	20%
13	Plot Plan	$289.00			$392.15	0%	$392.00	26%
14	Condominium - preliminary	$1,023.00			$1,210.24	0%	$1,210.00	15%
15	Consultant service - preliminary	184.00 + consultant's fee			NA		10% over consultants fee	NA

Final Map Review								
#	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	Final map - 0 - 50 lots	$4,885.00			$7,411.56	0%	$7,420.00	34%

Engineering								
2	Final map -51 or more lots	$8,159.00 +$70.00 per lot	per add't lot over 50		$12,561.76		$5,991.00+$90.00 per lot	-$2,168
3	Third check up-final	$914.00			$949.34	0%	$950.00	4%
4	Certificate of Correction - final	$836.00			$999.09	0%	$1,000.00	16%
5	Amend Map-final	$932.00			$1,092.04	0%	$1,095.00	15%
6	Consultant service -final	$183.00 + consultant's fee		Deposit	NA	NA	10% over consultant	NA

Grading								
#	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	Rough grading 1-5 sheets	$1,734.00			$2,485.35	0%	$2,490.00	30%
2	Rough grading 6-9 sheets	$2,843.00			$3,816.60	0%	$3,820.00	26%
3	Rough grading 10-20 sheets	$4,691.00			$7,042.81	0%	$7,050.00	33%
4	Rough grading per sheet above 20 sheets	New			$9,047.18		$7,050 + $250 per sheet	N/A
	Precise Grading 0-49 lots	$1,249.00			$2,554.62	0%	$2,554.00	**51%**
6	Precise Grading Per lot over 49 lots	New			$2,477.29		$2,554.00+$40.00 per lot	N/A
7	Grading/Stockpile Permit 51-100 CY	$45.00			$52.68	1%	$52.00	13%
8	Grading/Stockpile Permit 101-1,000 CY	$45.00		Plus $21 for every 100 cy or fraction thereof	$52.68	1%	$52.00	13%
9	Grading/Stockpile Permit 1,001-10,000 CY	$230.00		Plus $25 for every 1,000 cy or fraction thereof	$293.22	0%	$293.00	22%
10	Grading/Stockpile Permit 10,001-100,000 CY	$380.00		Plus $75 for every 10,000 cy or fraction thereof	$492.51	0%	$492.00	23%
11	Grading/Stockpile Permit 100,001 or more CY	$1,075.00		Plus $85 for every 10,000 cy or fraction thereof	$1,383.60	0%	$1,383.00	22%

Engineering

Inspections

#	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	Inspections - Subdivision Developments	4% of est. constr. costs			NA	NA	4% of est. constr. costs	NA
2	Industrial Waste Inspection	$175.00			NA	NA	Consultant costs + 10%	NA
3	NPDES Inspection	$110.00	per lot		$158.04	0%	$158.00	30%

Final Parcel Map

#	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	P.C. Final Map - 1st Sheet	Variable	1st Sheet Only		$2,264.92	0%	$2,275.00	NA
2	P.C. Final Map - Additional sheet	Variable	Each Add'tSheet		$807.24	0%	$810.00	NA

scellaneous Fees

	Description	Current Fee/Charge	Unit		Full Cost	Subsidy %	Suggested Fee	% +/-
1	Flood Zone Development	$705.00			$1,093.53	0%	$1,095.00	36%
2	Encroachment permit	$352.00			$218.39	0%	$218.00	-61%
3	Over sized/weight permit (Caltrans Rate)	$16.00	Per Trip		$15.62	-2%	$16.00	0%
4	Reimbursement agreement	$1,056.00	Each		$1,084.04	0%	$1,084.00	3%
5	Dedication Document	$224.00	Each		$407.33	-1%	$410.00	45%
6	Street Abandonment	$435.00	Each		$1,168.32	0%	$1,170.00	63%
7	Service Letter	$63.00	Each		$95.17	0%	$95.00	34%
8	Lot Line Adjustment	$619.00	Each		$814.67	0%	$814.00	24%
9	Lot Merger	$619.00	Each		$814.67	0%	$814.00	24%
10	Certificate of Compliance	$653.00	Each		$814.67	0%	$814.00	20%
11	Plan Storage & GIS Maintenance Fee	$12.00	per sheet		$22.75	-1%	$23.00	48%
12a	24" x 36" or Smaller Printout	$12.00	per sheet		$19.37	-3%	$20.00	40%
12b	24" x 36" or Smaller Printout	$12.00	per sheet		$10.12	1%	$10.00	-20%
13	Appeals to City Council or Planning Commission	$543.00			$639.19	0%	$639.00	15%

Engineering								
14	Landscape Maintenance District - Annexation	$3,986.00			NA	NA	$3,986.00	NA
15	Assessment/Mello Roos District Deposit	$10,000 min			NA	NA	$10,000 min	NA
16	Technology Surcharge	New					2.5%	
Improvement Plan Review								
1	Improvement Plan Review: 1-5 Sheets	New			$1,185.23	NA	$1,235.00	NA
2	Improvement Plan Review: 5-10 Sheets	New			$3,499.22	NA	$3,650.00	NA
3	Improvement Plan Review: 10-20 Sheets	New			$5,405.66	NA	$5,705.00	NA
4	Improvement Plan Review: 20+ Sheets	New			$8,132.69	NA	$8,535.00	NA

EXHIBIT B
NOTICE OF EXEMPTION

Notice of Exemption

Appendix E

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 212
Sacramento, CA 95812-3044

☒ County Clerk
County of Riverside
P.O. Box 751
Riverside, CA 92502-0751

From:

City of Banning
99E. Ramsey Street
P.O. Box 998
Banning, CA 92220

Project Title:

Ordinance No. 1553, amending Chapter 3.36 and adopting Resolution No. 2019-113

Project Applicant: **City of Banning; 99 East Ramsey Street, Banning, CA, 92220**

Project Location – Specific:

All parcels; all properties; in the City of Banning

Project Location – City: **City of Banning** Project Location – County: **Riverside County**

Description of Nature, Purpose and Beneficiaries of Project:

City of Banning, CA

Name of Public Agency Approving Project: **City of Banning**

Name of Person or Agency Carrying Out Project: **City of Banning**

Exempt Status: **(check one)**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number: **Section's 15378(b)(4) and 15273(a)(1) and (2)**
- ☐ Statutory Exemptions. State code number:

Reasons why project is exempt:

The project does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect change in the environment.

Lead Agency **City of Banning**
Contact Person: **Adam Rush** Area Code/Telephone/Extension: **(951) 922-3131**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☒ Yes ☐ No

Signature: _____ Date: 12-10-19 Title: Community Development Director

x Signed by Lead Agency
☐ Signed by Applicant Date received for filing at OPR: _____

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Revised 2011

ORDINANCE 1553

AN ORDINANCE OF THE CITY OF BANNING, CALIFORNIA, AMENDING CHAPTER 3.36 ("FEE AND SERVICE CHARGE REVENUE/COST COMPARISON") OF TITLE 3 ("REVENUE AND FINANCE") OF THE BANNING MUNICIPAL CODE CONCERNING THE CITY'S SCHEDULE FOR FEES AND SERVICE CHARGES, MAKING FINDINGS PURSUANT TO CEQA, AND REPEALING PROVISIONS OF CONFLICTING ORDINANCES ESTABLISHING OR MODIFYING USER FEES

The City Council of the City of Banning does hereby ordain as follows:

Section 1. The City Council makes the following findings in connection with the adoption of this Ordinance:

A. The City Council of the City of Banning initiated an amendment to Chapter 3.36 ("Fee and Service Charge Revenue/Cost Comparison") of Title 3 ("Revenue and Finance") of the Banning Municipal Code ("BMC") concerning the City's schedule of fees and service charges.

B. BMC Chapter 3.36.040 directs the City Manager to annually/seasonally review fees and charges to recover the percentage of costs reasonably borne in providing the regulation products or services enumerated in Chapter 3.36 in the percentage of costs reasonably borne and on the schedule of rate review and revision as established in Section 3.36.080 of Chapter 3.36, and recommend changes to the City Council for adoption.

C. On September 10, 2019, the City Council held a duly noticed public hearing to consider proposed amendments to BMC Chapter 3.36, the approval of a *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the adoption of an updated Master User Fee Schedule for the following City departments and fee groups: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and Engineering. Following the receipt of testimony, the City Council continued the matter off-calendar and forwarded the proposed updated Master User Fee Schedule to the Council's Budget & Finance Committee for further review and recommendations.

D. On October 22, 2019, the City Council held a duly noticed public hearing to consider proposed amendments to BMC Chapter 3.36, the approval of a *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the adoption of an updated Master User Fee Schedule for the following City departments and fee groups: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and

Engineering. Following the receipt of testimony, and upon staff's recommendation, the City Council again forwarded the proposed updated Master User Fee Schedule to the Council's Budget & Finance Committee for further review and recommendations.

E. On December 10, 2019, the City Council held a duly noticed public hearing to consider proposed amendments to BMC Chapter 3.36, the approval of a *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the adoption of an updated Master User Fee Schedule for the following City departments and fee groups: Finance and Administration; Animal Control; Community Services; Airport; Building; Planning; Utility Billing; Electric Utility; Police; Fire; and Engineering. The proposed amendments to BMC Chapter 3.36 are the subject of this Ordinance.

F. In accordance with the requirements of the California Environmental Quality Act (CEQA), staff analyzed the proposed amendments to BMC Chapter 3.36, the approval of a *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the adoption of an updated Master User Fee Schedule (collectively, the "Project"), and determined that pursuant to CEQA Guidelines Sections 15378(b)(4), 15273(a)(1), and 15273(a)(2), the Project is not subject to CEQA because these actions (1) involve the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and (2) establish fees to meet operating expenses, including employee wage rates and fringe benefits, and to purchase and/or lease supplies, equipment, and materials.

G. All other prerequisites to the adoption of this Ordinance, as specified by the Mitigation Fee Act (Cal. Gov. Code, § 66000 *et seq.*) and other applicable laws, have been satisfied.

Section 2. The City Council makes the following California Environmental Quality Act findings in connection with the adoption of this Ordinance:

A. City staff has evaluated the potential environmental impacts of the adoption of this Ordinance, the approval of the *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the proposed updated Master User Fee Schedule pursuant to the California Environmental Quality Act ("CEQA"). City staff has determined that these actions do not constitute a "project" under CEQA pursuant to State CEQA Guidelines Section 15378(b)(4) because these actions involve the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. In addition, City Staff has determined that these actions are statutorily exempt from CEQA under CEQA Guidelines Sections 15273(a)(1) and (a)(2) because these actions are establishing fees to meet operating expenses, including employee wage rates and fringe benefits, and to purchase and/or lease supplies, equipment, and materials.

B. The City Council concurs with City staff's determination that the adoption of this Ordinance, the approval of the *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the proposed updated Master User Fee Schedule do not constitute a project under CEQA pursuant to CEQA Guidelines Section 15378(b)(4). The City Council additionally concurs with City staff's determination that the adoption of this Ordinance, the approval of the *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, and the proposed updated Master User Fee Schedule are statutorily exempt from CEQA pursuant to CEQA Guidelines Sections 15273(a)(1) and (a)(2).

C. The City Council hereby directs City staff to file the Notice of Exemption, attached to this Ordinance as Exhibit A, with the County Clerk pursuant to CEQA Guidelines Section 15062 within five (5) days of the date that this Ordinance is adopted.

Section 3. Section 3.36.030 ("'Costs Reasonably Borne' Defined") of Chapter 3.36 ("Fee and Service Charge Revenue/Cost Comparison") of Title 3 ("Revenue and Finance") of the Banning Municipal Code is hereby amended to read as follows:

"**3.36.030 "Costs reasonably borne" defined.**

'Costs reasonably borne,' as used and ordered to be applied in this chapter are to consist of the following elements:

A. Direct Labor (Personnel Costs): The costs related to staff salaries for time spent directly on free-related services.

B. Department Overhead: A proportional allocation of department overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.

C. Central Services Overhead: These costs detailed in Appendix A to the adopted Comprehensive User Fee Study Report dated January 2, 2019, representing services provided by those central services departments whose primary function is to support other city departments."

Section 4. Section 3.36.040 ("Delegation of Authority and Direction to City Manager") of Chapter 3.36 ("Fee and Service Charge Revenue/Cost Comparison") of Title 3 ("Revenue and Finance") of the Banning Municipal Code is hereby amended to read as follows:

"A. The city manager is directed to annually/seasonally review fees and charges to recover the percentage of costs reasonably borne in providing the regulation products or services enumerated in this chapter.

B. 'Costs reasonably borne' shall be defined in Section 3.36.030."

Section 5. Section 3.36.050 ("Public Meeting") of Chapter 3.36 ("Fee and Service Charge Revenue/Cost Comparison") of Title 3 ("Revenue and Finance") of the Banning Municipal Code is hereby deleted in its entirety.

Section 6. Section 3.36.060 ("Provision of Data") of Chapter 3.36 ("Fee and Service Charge Revenue/Cost Comparison") of Title 3 ("Revenue and Finance") of the Banning Municipal Code is hereby deleted in its entirety.

Section 7. Sections 3.36.070 ("Fees for Qualifying Projects") through 3.36.080 are hereby renumbered as Sections 3.36.050 through 3.36.060, respectively.

Section 8. Section 3.36.060 ("Schedule of Fees and Service Charges") of Chapter 3.36 ("Fee and Service Charge Revenue/Cost Comparison") of Title 3 ("Revenue and Finance") of the Banning Municipal Code is hereby amended to read as follows:

"**3.36.060 Schedule of fees and service charges.**

The fees and charges levied under this chapter to recover all or a percentage of costs reasonably borne necessary to provide a product or service shall be paid in the amounts established by resolution of the city council. The amount of the fees and charges may be adjusted annually for inflation on July 1st of each year by the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U): Riverside-San Bernardino-Ontario (or any successor index), as specified in the resolution that adopts the fee and charge amounts or by the periodic preparation of a new comprehensive fee study prepared and adopted pursuant to the Mitigation Fee Act (Gov. Code, § 66000 *et seq.*)."

Section 9. Repeal of Prior User Fees Adopted by Conflicting Ordinances. Any and all provisions of prior ordinances establishing or modifying user fees in the categories established in the *Comprehensive User Fee Study Report* prepared by Willdan Financial Services and dated January 2, 2019, which duplicate or conflict with the provisions of Exhibit A to Resolution 2019-113, are hereby repealed and replaced with the fees set forth in Exhibit A to Resolution 2019-113 and the terms and conditions established by Resolution 2019-113 upon the effective date of the new user fees as provided for in Resolution 2019-113.

Section 10. Publication, Effective Date. The City Clerk shall certify to the passage and adoption of this Ordinance, and shall make a minute order of the passage and adoption thereof in the records and the proceeding of the City Council at which time the same is passed and adopted. This Ordinance shall be in full force and effect thirty (30) days after its final passage and adoption, and within fifteen (15) calendar days after its final passage, the City Clerk shall publish, or cause a summary of this Ordinance to be published in a newspaper of general circulation and shall post the same at City Hall, 99 E. Ramsey Street, Banning, California. The City Clerk shall cause the Ordinance to be printed, published, and circulated.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Banning, California, this 14th day of January 2020.

Daniela Andrade

Daniela Andrade, Mayor
City of Banning

ATTEST:

Sonja De La Fuente, Deputy City Clerk
City of Banning

APPROVED AS TO FORM AND LEGAL CONTENT:

Kevin G. Ennis, City Attorney
Richards, Watson & Gershon

CERTIFICATION:

I, Sonja De La Fuente, Deputy City Clerk of the City of Banning, California, do hereby certify that the foregoing Ordinance 1553 was duly introduced at a regular meeting of the City Council of the City of Banning, held on the 10th day of December, 2019, and was duly adopted at a regular meeting of said City Council on the 14th day of January, 2020, by the following vote, to wit:

AYES: Andrade, Happe, Wallace & Welch

NOES: None

ABSTAIN: None

ABSENT: None

Sonja De La Fuente, Deputy City Clerk
City of Banning, California

Exhibit A

Notice of Exemption

Notice of Exemption

Appendix E

To: ☐ Office of Planning and Research
P.O. Box 3044, Room 212
Sacramento, CA 95812-3044

☒ County Clerk
County of Riverside
P.O. Box 751
Riverside, CA 92502-0751

From:

City of Banning
99E. Ramsey Street
P.O. Box 998
Banning, CA 92220

Project Title:

Ordinance No. 1553, amending Chapter 3.36 and adopting Resolution No. 2019-113

Project Applicant: **City of Banning; 99 East Ramsey Street, Banning, CA, 92220**

Project Location – Specific:

All parcels; all properties; in the City of Banning

Project Location – City: **City of Banning** Project Location – County: **Riverside County**

Description of Nature, Purpose and Beneficiaries of Project:

City of Banning, CA

Name of Public Agency Approving Project: **City of Banning**

Name of Person or Agency Carrying Out Project: **City of Banning**

Exempt Status: **(check one)**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☒ Categorical Exemption. State type and section number: **Section's 15378(b)(4) and 15273(a)(1) and (2)**
- ☐ Statutory Exemptions. State code number:

Reasons why project is exempt:

The project does not have the potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect change in the environment.

Lead Agency **City of Banning**
Contact Person: **Adam Rush** Area Code/Telephone/Extension: **(951) 922-3131**

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☒ Yes ☐ No

Signature: _____ Date: 12-10-19 Title: Community Development Director

x Signed by Lead Agency
☐ Signed by Applicant Date received for filing at OPR: _____

Authority cited: Sections 21083 and 21110, Public Resources Code.

Revised 2011

COMPREHENSIVE USER FEE STUDY REPORT

OCTOBER 2025

CITY OF BANNING, CA

MATRIX
CONSULTING GROUP

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INTRODUCTION AND EXECUTIVE SUMMARY

The report, which follows, presents the results of the Cost of Services (User Fee) Study conducted by Matrix Consulting Group for the City of Banning, California.

PROJECT BACKGROUND AND OVERVIEW

The City of Banning last conducted a comprehensive fee analysis in 2019. To align with best practices of conducting comprehensive updates every 5-7 years, they contracted with Matrix Consulting Group to reevaluate their fees, determining the full cost (direct and indirect) of providing a various City services. The analysis is based upon the existing organizational structure and processes. The cost-of-service relationships that exist between fees for service activities in the following areas were evaluated through this analysis: Building and Safety, Electric Utility, Engineering, Film Permits, Finance, Fire, Parks and Recreation, Planning, Police, Utility Billing, and Water. The results of this study provide a tool for understanding current service levels and the cost for those services.

GENERAL PROJECT APPROACH AND METHODOLOGY

The methodology employed by the Matrix Consulting Group is a widely accepted "bottom up" approach to cost analysis, where time spent per unit of fee activity is determined for each position within a Department or Division. Once time spent for a fee activity is determined, all applicable City costs are then considered in the calculation of the "full" cost of providing each service. The following table provides an overview of types of costs applied in establishing the "full" cost of services provided by the City:

TABLE 1: OVERVIEW OF COST COMPONENTS

Cost Component	*Description*
Direct	Fiscal Year 2026 Budgeted salaries, benefits, and allowable expenditures.
Indirect	Program, departmental, clerical, and Citywide support.

Together, the cost components in the table above comprise the calculation of the total "full" cost of providing a service, regardless of whether a fee for that service is charged.

The work accomplished by the Matrix Consulting Group in the analysis of the proposed fees for service involved the following steps:

- **Department / Program Staff Interviews:** The project team interviewed department / program staff regarding their needs for clarification to the structure of existing fee items or for addition of new fee items.

- **Data Collection:** Data was collected for each permit / service, including time estimates. In addition, all budgeted costs and staffing levels for Fiscal Year 2025 were entered into Matrix Consulting Group's analytical software model.
- **Cost Analysis:** The full cost of providing each service included in the analysis was established.
- **Review and Approval of Results with City Staff:** Department management has reviewed and approved these documented results.

A more detailed description of user fee methodology and legal and policy considerations are provided in subsequent chapters of this report.

SUMMARY OF RESULTS

When comparing FY26 fee-related budgeted expenditures with fee-related FY24 revenue, the City is under-recovering its costs by approximately $431,000 or recovering 87% of its costs. The following table shows by major revenue source: annual revenue collected, total annual cost, the resulting difference, and cost recovery level.

TABLE 2: ANNUAL COST RECOVERY ANALYSIS

Service Area	Total Revenue	Total Annual Cost	Difference	Cost Recovery %
Building	$2,052,640	$2,213,392	($160,751)	93%
Engineering	$629,221	$759,774	($130,553)	83%
Parks & Recreation	$16,730	$43,116	($26,386)	39%
Planning	$243,013	$356,052	($113,039)	68%
Total	**$2,941,604**	**$3,372,334**	**($430,730)**	**87%**

The most significant deficit, at roughly $161,000, is in relation to Building. The primary reasons for the large deficit are the New Construction and Tenant Improvement fees. At $131,000, Engineering has the next largest deficit, which is due to Public Works Encroachment Fees. Right-sizing those fees will allow the city to achieve greater cost recovery

Overall, the above table highlights the disparity between current fees charged and the actual cost of providing services. As such, the City should closely evaluate and modify fees where appropriate to help bridge the cost-recovery gap.

The detailed documentation of this study will show an over-collection for some fees (on a per unit basis) and an undercharge for most others. The results of this analysis will provide the Department and the City with guidance on how to right-size their fees to ensure that each service unit is set at an amount that does not exceed the full cost of providing that service. The display of the cost recovery figures shown in this report are meant to provide a basis for policy development discussions among Councilmembers and City staff and do not represent a recommendation for where or how the Council should act. The setting of the "rate" or "price" for services, whether at full cost recovery or lower, is a policy decision to be made only by the Council with input from City staff and the community.

CONSIDERATIONS FOR COST RECOVERY POLICY AND UPDATES

The Matrix Consulting Group recommends that the City use the information contained in this report to discuss, adopt, and implement a formal Cost Recovery Policy, including a mechanism for the annual update of fees for service.

ADOPT A FORMAL COST RECOVERY POLICY

The Government Finance Officers Association's (GFOA) best practices for *Establishing Government Charges and Fees* states that governmental entities should adopt formal policies regarding charges and fees which include the jurisdiction's intention to recover the full cost or partial costs of providing services, sets forth circumstances under which the jurisdiction might set a charge for fee at less than or more than 100% of full cost, and outlines the considerations that might influence the jurisdiction's pricing decision.

The Matrix Consulting Group strongly recommends that the Council adopt a formalized, individual cost recovery policy for each service area included in this Study. Whenever a cost recovery policy is established at less than 100% of the full cost of providing services, a known gap in funding is recognized and may then potentially be recovered through other revenue sources. The Matrix Consulting Group considers a formalized cost recovery policy for various fees for service an industry Best Management Practice.

ADOPT AN ANNUAL FEE UPDATE / INCREASE MECHANISM

GFOA best practices for *Establishing Government Charges and Fees* states that governmental entities should review, and update charges and fees periodically based on factors such as the impact of inflation, other cost increases, adequacy of cost recovery, use of services, and the competitiveness of current rates to avoid large infrequent fee increases.

The purpose of a comprehensive update is to completely revisit the analytical structure, service level estimates and assumptions, and to account for any major shifts in cost components or organizational structures that have occurred since the City's previous analysis. It's recommended the City continue the practice of conducting comprehensive analyses every five to seven years as this practice captures any changes to organizational structure, processes, as well as any new service areas.

In between comprehensive updates, the City should continue to utilize published industry economic factors such as Consumer Price Index (CPI) or other regional factors to update the cost calculations established in the Study on an annual basis.

LEGAL FRAMEWORK

This section of the report is intended to provide an overview of the legal rules and regulations that govern what is considered a fee for service, how those fees can be calculated, general principles, philosophies, and general policy considerations for setting fees for service.

LEGAL FRAMEWORK

A "user fee" is a charge for service provided by a governmental agency to a public citizen or group. California has several Government Codes and Propositions that regulate fees for service, with the purpose of ensuring that fees are reasonable and justified. The most prominent and relevant of these includes:

- **Proposition 26:** passed in 2010, specifically outlines the difference between a fee and a tax and dictates that fees must be directly related to a service and cannot exceed the reasonable cost of that service.
- **Government Code § 50076:** clarifies that fees for service costs are not special taxes and do not need voter approval.
- **Government Code § 65104:** gives local governments the authority to charge planning and zoning fees to recover processing costs.

When determining fees for service it is important to ensure there is a **direct benefit** – the service is provided directly to the payer, and that it is **cost based** and does not exceed the reasonable cost of providing the service.

EXCEPTIONS TO THE RULE

While Proposition 26 defines what constitutes a user fee, and how those fees can be determined, it also provides a key exception for fees charged for facility or property rentals. This exception outlines that fees for use of government property (e.g., renting public buildings, parks, or event spaces) are voluntary transactions. Therefore, governments can charge **market-based** rental fees for these services.

GENERAL PRINCIPLES AND PHILOSOPHIES REGARDING USER FEES

Local governments are providers of many types of general services to their communities. While all services provided by local government are beneficial to constituents, some services can be classified as globally beneficial to all citizens, while others provide more of a direct benefit to a specific group or

individual. The following table provides examples of services provided by local government within a continuum of the degree of community benefit received:

TABLE 3: SERVICES IN RELATION TO BENEFIT RECEIVED

"Global" Community Benefit	"Global" Benefit and an Individual or Group Benefit	Individual or Group Benefit
•Police •Park Maintenance •Fire Suppression	•Recreation / Community Services •Fire Prevention	•Building Permits •Planning and Zoning Permits •Site Plan Permits •Engineering Development Review •Facility Rentals

Funding for local government is obtained from a myriad of revenue sources such as taxes, fines, grants, special charges, user fees, etc. In recent years, alternative tax revenues, which typically offset subsidies for services provided to the community, have become increasingly limited. These limitations have caused increased attention on user fee activities as a revenue source that can offset costs otherwise subsidized by the general fund. In Table 3, services in the "global benefit" section tend to be funded primarily through voter-approved tax revenues. In the middle of the table, one typically finds a mixture of taxes, user fees, and other funding sources. Finally, in the "individual / group benefit" section of the table lie the services provided by local government that are typically funded almost entirely by user fee revenue.

The following are two central concepts regarding the establishment of user fees:

- **Fees should be assessed according to the degree of individual or private benefit gained from services.** For example, the processing and approval of a land use or building permit will generally result in monetary gain to the applicant, whereas Police services and Fire Suppression are examples of services that are essential to the safety of the community at large.
- **A profit-making objective should not be included in the assessment of user fees.** In fact, California laws require that the charges for service be in direct proportion to the costs associated with providing those services. Once a charge for service is assessed at a level higher than the actual cost of providing a service, the term "user fee" no longer applies. The charge then becomes a tax subject to voter approval.

Therefore, it is commonly accepted that user fees are established at a level that will recover up to, and not more than, the cost of providing a particular service.

GENERAL POLICY CONSIDERATIONS REGARDING USER FEES

Undoubtedly, there are programs, circumstances, and services that justify a subsidy from a tax-based or alternative revenue source. However, it is essential that jurisdictions prioritize the use of revenue sources for the provision of services based on the continuum of benefit received.

Within the services that are typically funded by user fees, the Matrix Consulting Group recognizes several reasons why City staff or the Council may not advocate the full cost recovery of services. The following factors are key policy considerations in setting fees at less than 100 percent of cost recovery:

- **Limitations posed by an external agency.** The State or an outside agency will occasionally set a maximum, minimum, or limit on the jurisdiction's ability to charge a fee. Examples includes time spent copying and retrieving public documents and / or transportation permits.
- **Encouragement of desired behaviors.** Keeping fees for certain services below full cost recovery may provide better compliance from the community. For example, if the cost of a permit for changing a water heater in residential home is higher than the cost of the water heater itself, many citizens will avoid pulling the permit.
- **Benefit received by user of the service and the community at large is mutual.** Many services that directly benefit a group or individual also equally benefit the community. Examples include Planning Design Review, historical dedications, and certain types of special events.

The Matrix Consulting Group recognizes the need for policies that intentionally subsidize certain activities. The primary goals of a User Fee Study are to provide a fair and equitable basis for determining the costs of providing services and ensure that the City complies with State law.

SUMMARY OF LEGAL RESTRICTIONS AND POLICY CONSIDERATIONS

Once the full cost of providing services is known, the next step is to determine the "rate" or "price" for services at a level which is up to, and not more than, the full cost amount. The Council is responsible for this decision, which often becomes a question of balancing service levels and funding sources. The placement of a service or activity within the continuum of benefit received may require extensive discussion and at times fall into a "grey area." However, with the resulting cost of services information from a User Fee Study, the Council can be assured that the adopted fee for service is reasonable, fair, and legal. The City will need to review all fees for service in this analysis. Where subsidies are identified, the City should increase the fees to reduce the deficit; where over-recoveries are identified, the fee must be reduced to comply with the law.

USER FEE STUDY METHODOLOGY

The Matrix Consulting Group utilizes a cost allocation methodology commonly known and accepted as the "bottom-up" approach to establishing User Fees. The term means that several cost components are calculated for each fee or service. These components then build upon each other to comprise the total cost for providing the service. The following chart describes the components of a full cost calculation:



The following subsections discuss the two components of the basis of the full cost.

TIME ESTIMATION

Utilization of time estimates is a reasonable and defensible approach, especially since experienced staff members who understand service levels and processes unique to the City developed these estimates. The project team worked closely with City staff in developing time estimates with the following criteria:

- Estimates are representative of **average times** for providing services. Extremely difficult or abnormally simple projects are not factored in the analysis.
- Estimates reflect the time associated with the **position or positions** that typically perform a service.
- Estimates are reviewed by the project team for "**reasonableness**" against their experience with other agencies.
- Estimates were not based on time in motion studies, as they are not practical for the scope of services and time frame for this project.
- Estimates match the current or proposed staffing levels to ensure there is no over-allocation of staff resources to fee and non-fee related activities.

The Matrix Consulting Group agrees that while the use of time estimates is not perfect, it is the best alternative available for setting a standard level of service on which to base a jurisdiction's fees for service and meets the requirements of California law.

The alternative to time estimating is actual time tracking, often referred to billing on a "time and materials" basis. Except in the case of anomalous or very large and complex projects, Matrix Consulting Group believes this approach to not be cost effective or reasonable for the following reasons:

- Accuracy in time tracking is compromised by the additional administrative burden required to track, bill, and collect for services in this manner.
- Additional costs are associated with administrative staff's billing, refunding, and monitoring deposit accounts.
- Customers often prefer to know the fees for services in advance of applying for permits or participating in programs.
- Departments can better predict revenue streams and staff needs using standardized time estimates and anticipated permit volumes. Situations arise where the size and complexity of a given project warrants time tracking and billing on a "time and materials" basis. The Matrix Consulting Group has recommended taking a deposit and charging Actual Costs for such fees as appropriate and itemized within the current fee schedule.

FULLY BURDENED HOURLY RATES

The fully burdened hourly rates calculated through this study include the following components:

- **Salaries**: FY25-26 Budgeted salaries were utilized and consolidated at the positional level.
- **Benefits:** FY25-26 Budgeted benefits were utilized and consolidated at the positional level.
- **Productive Hours:** Based on Banning's current personnel system rules, working or productive hours were calculated. This means taking the starting total working hours and reducing the hours by vacation, sick, holidays, trainings, and administrative leave based on each bargaining unit
- **Departmental / Divisional Overhead:** This captures any internal service charges or operating supply costs such as vehicles, supplies, etc. Additionally, this component includes the cost associated with support from the Director, Administrative and Analytical staff who do not directly work on fees.
- **Citywide Overhead:** This captures support provided by City Council, City Manager, City Clerk, City Attorney, Finance, and Human Resources. The costs are based on the City's indirect cost allocation plan (provided by Finance staff).

Together these components result in the generation of fully burdened hourly rates by position / classification and / or department / division. These rates were multiplied against the time assumptions to calculate the full cost of services noted in this report.

RESULTS OVERVIEW

The motivation behind a cost of services (User Fee) analysis is for the City Council and Departmental staff to maintain services at a level that is both accepted and effective for the community and also to maintain control over the policy and management of these services.

It should be noted that the results presented in this report are not a precise measurement. In general, a cost-of-service analysis takes a "snapshot in time," where a fiscal year of financial and operational information is utilized. Changes to the structure of fee names, along with the use of time estimates, allow only for a reasonable projection of subsidies and revenue. Consequently, the Council and Department staff should rely conservatively upon these estimates to gauge the impact of implementation going forward.

Discussion of results in the following chapters is intended as a summary of extensive and voluminous cost allocation documentation produced during the Study. Each chapter will include detailed cost calculation results for each major fee category including the following:

- **Modifications:** discussions regarding any proposed revisions to the current fee schedule, including elimination or addition of fees.
- **"Per Unit" Results:** comparison of the full cost of providing each unit of service to the current fee for each unit of service (where applicable).
- **Annualized Results:** utilizing volume of activity estimates, annual subsidies, and revenue impacts were projected where workload was available.

The full analytical results were provided to City staff under separate cover from this summary report.

BUILDING & SAFETY

The Building & Safety Division is responsible for reviewing and issuing permits associated with new and existing structures according to established construction standards. The fees examined within this study relate to the plan check and inspection for a variety of commercial and residential projects. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by Building & Safety.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed removing the following fees as they are rarely requested, covered under other fees, or represent services no longer offered by the City:
    - 'Awning / Canopy (Supported by Building)'
    - 'Certificate of Occupancy (Enhanced)'
    - 'Patio Cover – Wood, ICC, IAPMO, or Handout'
    - 'Temporary electrical service'
    - 'Wall – Combo'
    - 'Wall – Freestanding'
    - 'Wall – Pilaster'
- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule or new services the City would like to provide:
    - 'Administrative Services for Applications Not Listed'
    - 'Administrative Charge for Consultant Services'
- **Condensed Fees:** For simplicity, staff proposed condensing All sub-tiers of the 'Pool/Spa – Residential' fee ('Custom,' 'Fiberglass/Vinyl-Lined,' and 'Gunnite') were condensed into one singular Residential fee.

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Building & Safety staff.

DETAILED RESULTS

The Building and Safety Services Division collects flat fees for balconies and decks, carports, fireplace, patios, pools and spas, and other straightforward review, as well as for Mechanical, Plumbing, and Electrical Permits. It also collects fees for new construction based on the square footage and project type. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 4: TOTAL COST PER UNIT RESULTS – BUILDING

Fee Name	Current Fee	Total Cost	Difference
Flat Fees			
Administrative Services for Applications Not Listed	New	$174	N/A
Administrative Charge for Consultant Services	10%	15%	(5%)
Air handling / heating or cooling unit replacement	$193	$254	($62)
Balcony / deck:			
Balcony / deck	$491	$567	($76)
Railing repair	$297	$567	($270)
Carport:			
Custom	$944	$1,117	($173)
ICC, IAPMO, handout	$491	$659	($168)
Cell Tower:			
Modifications	$401	$1,117	($716)
New	$1,418	$1,876	($458)
Change of occupancy	$417	$2,680	($2,263)
Demolition of building	$408	$904	($496)
Electric panel replacement	$193	$283	($91)
Exterior wall covering replacement (up to 400 s.f.)	$422	$458	($36)
Fireplace:			
Custom	$583	$744	($161)
Pre-fabricated with engineering	$548	$744	($196)
Flagpole (over 20' in height)	$645	$473	$172
Grease trap/ interceptor	$330	$602	($272)
Hood:			
Other than Type 1 (including ducts)	$492	$602	($110)
Type 1 (includes exhaust system)	$629	$995	($366)
Inspections:			
Inspection Fee	$183	$196	($13)
Re-Inspection	$183	$196	($13)
Job card - replace / duplicate	$55	$87	($32)
Lighting pole:			
Up to 6 poles	$783	$853	($70)
6+ Poles Additional	$173	$144	$29
Manufactured home - installation on private property	$538	$1,109	($571)
Modular unit - installation on private property	$659	$1,109	($450)
Patio:			
Patio cover			

Fee Name	Current Fee	Total Cost	Difference
Patio cover - custom	$515	$930	($415)
Patio cover - handout	$256	$659	($403)
Patio enclosure	$561	$930	($369)
Plan check:			
Plan check	$162	$183	($21)
Plan check - Structural Engineer	$292	$274	$18
Additional plan review	$162	$183	($21)
Additional plan review - Engineering	$292	$183	$109
Pool/Spa			
Commercial	$1,192	$2,453	($1,261)
Residential	Modified	$853	N/A
Research	$110	$174	($64)
Remodels			
Residential bathroom remodel - no structural/wall changes	$411	$617	($206)
Residential kitchen remodel - no structural/wall changes	$434	$617	($183)
Re-roof			
Commercial	$330	$400	($70)
Multifamily	$330	$382	($52)
SFD	$330	$333	($3)
Retrofit foundation for a modular or mobile unit	$216	$1,109	($893)
Sales office - conversion to residential or garage use	$216	$1,064	($848)
Septic tank	$353	$1,070	($717)
Sign:			
Monument	$677	$982	($305)
Pole/ billboard	$869	$1,656	($787)
Wall	$279	$467	($188)
Site investigation	$445	$451	($6)
Solar:			
Commercial			
Up to 4 kw	$383	$1,307	($924)
Each additional kw	$198	$74	$124
Ground mount	$791	$1,124	($333)
Residential			
Rooftop (up to 10 kw)	$423	$554	($131)
Rooftop (more than 10 kw)	$596	$698	($102)
Residential water heater	$403	$322	$81
Special Inspector application	$55	$174	($119)
Stairs	$354	$187	$167
Storage racks	$260	$277	($17)
Temporary construction or sales trailer	$248	$1,109	($862)
Utility release	$193	$205	($13)
Walk-in tub	$330	$185	$145
Wall:			
Screen / Freestanding:			
Custom	$537	$1,261	($724)
Handout	$537	$668	($131)
Retaining			

Fee Name	Current Fee	Total Cost	Difference
Custom	$894	$1,032	($138)
Handout	$445	$668	($223)
Water heater replacement	$216	$234	($18)
Water/gas piping - installation, alteration or repair	$476	$475	$1
Window/door replacement - residential, no changes to framing	$411	$425	($14)
Trade Fees			
Electrical	$267	$299	($32)
Plumbing	$267	$299	($32)
Mechanical	$267	$299	($32)
Fees Based on ICC Class, Occupancy, Square Footage, Valuation: Plan Check / Inspection / Permit combined			
Commercial - New			
1,001 - 5,000 SF	$2,925	$2,957	($32)
Each Addl 100 SF	$26.92	$33.87	($6.95)
5,001 - 10,000 SF	$4,002	$4,312	($310)
Each Addl 100 SF	$30.89	$56.50	($25.61)
10,001 - 20,000 SF	$5,546	$7,137	($1,591)
Each Addl 100 SF	$20.99	$45.03	($24.04)
20,001 - 50,000 SF	$7,645	$11,640	($3,995)
Each Addl 100 SF	$9.10	$24.88	($15.78)
50,001 - 100,000 SF	$10,375	$19,105	($8,731)
Each Addl 100 SF	$6.26	$19.10	($12.84)
100,001+ SF	$13,507	$28,656	($15,149)
Each Addl 100 SF	$8.37	$9.55	($1.18)
Tenant Improvements			
1 - 800 SF	$1,892	$1,912	($20)
Each Addl 100 SF	$47.58	$59.49	($11.91)
801 - 1,250 SF	$2,273	$2,388	($115)
Each Addl 100 SF	$89.42	$427.28	($337.86)
1,251 - 2,500 SF	$2,675	$4,311	($1,636)
Each Addl 100 SF	$54.81	$226.04	($171.23)
2,501 - 5,000 SF	$3,360	$7,137	($3,776)
Each Addl 100 SF	$26.97	$80.78	($53.81)
5,001 - 12,500 SF	$4,035	$9,156	($5,121)
Each Addl 100 SF	$9.43	$31.03	($21.60)
12,501+ SF	$4,742	$11,483	($6,742)
Each Addl 100 SF	$12.72	$15.52	($2.80)
Industrial - New			
1,001 - 5,000 SF	$2,632	$2,890	($258)
Each Addl 100 SF	$17.67	$34.69	($17.02)
5,001 - 10,000 SF	$3,339	$4,277	($939)
Each Addl 100 SF	$20.01	$42.87	($22.86)
10,001 -20,000 SF	$4,339	$6,421	($2,082)
Each Addl 100 SF	$13.05	$59.29	($46.24)
20,001 50,000 SF	$5,644	$12,350	($6,706)
Each Addl 100 SF	$4.28	$23.56	($19.28)
50,001 100,000 SF	$6,927	$19,417	($12,489)

Fee Name	Current Fee	Total Cost	Difference
Each Addl 100 SF	$4.26	$11.85	($7.59)
100,001+ SF	$9,059	$25,339	($16,281)
Each Addl 100 SF	$5.52	$5.92	($0.40)
Residential- New (single or multifamily- per dwelling unit)			
1 - 800 SF	$2,512	$2,520	($8)
Each Addl 100 SF	$24.47	$34.76	($10.29)
801 - 1,200 SF	$2,708	$2,798	($90)
Each Addl 100 SF	$67.97	$210.88	($142.91)
1,201 - 2,000 SF	$2,980	$3,642	($662)
Each Addl 100 SF	$43.50	$117.35	($73.85)
2,001 - 3,000SF	$3,328	$4,580	($1,253)
Each Addl 100 SF	$44.59	$207.76	($163.17)
3,001 - 4,000 SF	$3,774	$6,658	($2,884)
Each Addl 100 SF	$63.08	$147.38	($84.30)
4,001 6,000 SF	$4,404	$8,132	($3,727)
Each Addl 100 SF	$41.33	$116.38	($75.05)
6,001 - 10,000 SF	$5,231	$10,459	($5,229)
Each Addl 100 SF	$23.11	$58.80	($35.69)
10,001+ SF	$6,155	$12,812	($6,656)
Each Addl 100 SF	$31.19	$29.40	$1.79
Residential- Production Phase			
1 - 800 SF	$2,212	$2,223	($11)
Each Addl 100 SF	$28.00	$30.86	($2.86)
801 -1,200 SF	$2,436	$2,470	($34)
Each Addl 100 SF	$7.61	$32.10	($24.49)
1,201 - 2,000 SF	$2,466	$2,598	($132)
Each Addl 100 SF	$60.36	$48.88	$11.48
2,001 - 3,000 SF	$2,949	$2,989	($40)
Each Addl 100 SF	$27.19	$49.38	($22.19)
3,001 - 4,000 SF	$3,221	$3,483	($262)
Each Addl 100 SF	$53.72	$52.98	$0.74
4,001 - 6,000 SF	$3,758	$4,013	($255)
Each Addl 100 SF	$39.26	$25.66	$13.60
6,001 - 10,000 SF	$4,544	$4,526	$17
Each Addl 100 SF	$19.25	$16.42	$2.83
10,001+ SF	$5,314	$5,183	$131
Each Addl 100 SF	$1.27	$5.24	($3.97)
Residential- Addition (single or multifamily)			
1 - 300 SF	$1,740	$1,745	($5)
Each Addl 100 SF	$43.50	$92.44	($48.94)
301 - 500 SF	$1,871	$2,022	($151)
Each Addl 100 SF	$184.88	$329.77	($144.89)
501 - 800 SF	$2,240	$2,681	($441)
Each Addl 100 SF	$101.50	$250.38	($148.88)
801 -1,500 SF	$2,545	$3,433	($888)
Each Addl 100 SF	$63.70	$110.39	($46.69)

Fee Name	Current Fee	Total Cost	Difference
1,501 - 2,000 SF	$2,991	$4,205	($1,215)
Each Addl 100 SF	$91.35	$189.53	($98.18)
2,001+ SF	$3,447	$5,153	($1,706)
Each Addl 100 SF	$122.82	$94.77	$28.05
Residential- Remodel (single or multifamily)			
1 - 300 SF	$1,327	$1,351	($25)
Each Addl 100 SF	$18.13	$46.22	($28.09)
301 -500 SF	$1,381	$1,490	($109)
Each Addl 100 SF	$119.63	$160.93	($41.30)
501 - 800 SF	$1,620	$1,812	($192)
Each Addl 100 SF	$39.88	$188.48	($148.60)
801 1- 1,500 SF	$1,740	$2,377	($637)
Each Addl 100 SF	$38.84	$80.18	($41.34)
1,501 - 2,000 SF	$2,012	$2,939	($927)
Each Addl 100 SF	$21.67	$169.38	($147.71)
2,001+ SF	$2,153	$3,786	($1,632)
Each Addl 100 SF	$31.08	$33.88	($2.80)
Shell Buildings			
1 - 1,000 SF	$2,708	$2,750	($42)
Each Addl 100 SF	$30.45	$65.58	($35.13)
1,001 - 5,000 SF	$3,012	$3,405	($393)
Each Addl 100 SF	$11.15	$43.64	($32.49)
5,001 - 10,000 SF	$3,458	$5,151	($1,693)
Each Addl 100 SF	$15.23	$44.70	($29.47)
10,001 - 20,000 SF	$4,220	$7,386	($3,167)
Each Addl 100 SF	$7.29	$28.73	($21.44)
20,001 - 50,000 SF	$4,948	$10,259	($5,311)
Each Addl 100 SF	$3.19	$10.19	($7.00)
50,001+ SF	$5,905	$13,315	($7,410)
Each Addl 100 SF	$4.23	$5.09	($0.86)
Garage/ Storage/ Workshop U Occ Res/Comm			
1 - 400 SF	$1,055	$1,105	($50)
Each Addl 100 SF	$24.47	$58.40	($33.93)
401 - 600 SF	$1,153	$1,338	($185)
Each Addl 100 SF	$59.81	$165.92	($106.11)
601 - 1,000 SF	$1,272	$1,670	($398)
Each Addl 100 SF	$32.63	$130.43	($97.80)
1,001 - 1,500 SF	$1,403	$2,192	($789)
Each Addl 100 SF	$28.28	$96.93	($68.65)
1,501 - 2,000 SF	$1,544	$2,676	($1,132)
Each Addl 100 SF	$63.77	$75.94	($12.17)
2,001+ SF	$1,620	$3,056	($1,436)
Each Addl 100 SF	$84.57	$37.97	$46.60

The fees administered by the Building Division show a mix of under- and over-recoveries; most fees under-recover. The fee with the largest under-recovery is the 'Fees Based on ICC Class, Occupancy,

Square Footage, Valuation: Plan Check / Inspection / Permit combined - Industrial – New - 100,001+ SF' at around $16,300. The smallest undercharge is in relation to the 'Fees Based on ICC Class, Occupancy, Square Footage, Valuation: Plan Check / Inspection / Permit combined - Industrial – New - 100,001+ SF - Each Addl 100 SF' at $0.40. The largest overcharges are in relation to the 'Flagpole (over 20' in height)' at about $173. The smallest over-recovery is for a 'Fees Based on ICC Class, Occupancy, Square Footage, Valuation: Plan Check / Inspection / Permit combined - Residential- Production Phase - 3,001 - 4,000 SF - Each Addl 100 SF' ($0.74).

ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Building has a deficit of roughly $161,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 5: ANNUAL RESULTS – BUILDING

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Flat Fees	$185,280	$269,061	($83,781)
Trade Fees	$114,397	$128,271	($13,874)
Commercial - New	$69,274	$72,693	($3,420)
Tenant Improvements	$27,275	$28,659	($1,384)
Industrial - New	$13,159	$14,449	($1,290)
Residential- New	$10,440	$10,636	($196)
Residential- Production Phase	$1,560,280	$1,610,847	($50,568)
Residential- Addition (single or multifamily)	$29,254	$32,239	($2,985)
Residential- Remodel (single or multifamily)	$43,283	$46,536	($3,254)
Total	**$2,052,640**	**$2,213,392**	**($160,752)**

Building has an annual cost recovery of roughly 93%. At roughly $85,000, the largest deficit is in relation to the Flat Fees. Roughly $23,000 of the subsidy is associated with 'Patio cover - custom' and roughly $24,000 of the subsidy is associated with 'Patio enclosure'. For the 'Patio cover – custom' a per-unit deficit of about $415 processed 56 times, and the 'Patio enclosure' has a per-unit deficit of about $369 processed 65 times leading to this very large deficit. There is also a large deficit due to the Residential-Production Phase Fees specifically the '1,201 - 2,000 SF' of roughly $51,000. A per-unit deficit of about $132 processed 300 times also leads to this very large deficit. The Division should review these fees and make adjustments where appropriate to allow for increased cost recovery.

ELECTRIC UTILITY

The Electric Utility Division, within the Public Works Department, is responsible for the operation and maintenance of the City's electrical infrastructure to ensure the provision of safe and reliable electrical service to community members. The fees examined within this study relate to panel upgrades, new electric service connections for single and three-phase power, distribution and service line extensions, and engineering review and plan checks. The following subsections discuss fee schedule modifications and detailed per unit results for the fee-related services provided by the Electric Utility Division.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule or new services the City would like to provide:
  - 'Plan Check'
  - 'Distribution Line Disconnection'
  - 'Distribution Line Reconnection'
  - 'Site / Panel Investigation'
- **Expanded Fees**: The following fees were expanded to better capture the staff time required for the associated activities:
  - 'Panel Upgrade'
  - 'New Electric Service'
  - 'Service Line Extensions'
  - 'Additional Plan Check (After 2nd Review)'
  - 'Solar Application Review and Plan Check'
  - 'Additional Solar Plan Check (After 2nd Review)'
  - 'Service Line Disconnection'
  - 'Service Line Reconnection'
  - 'Meter Test – 2nd Request within One Year'
  - 'Service Turn On'

- **Modified Fees:** The following points highlight various miscellaneous modifications proposed by staff:
    - The fee for 'Distribution Line Extension/Relocation' was modified to include categories for '1 to 10 Units' and '10+ Units' for both Planning and Engineering Reviews, as well as categories for 'OH to UG Conversion'.

These modifications ensure that the proposed fee schedule more accurately reflects the services that the Electric Utility provides.

DETAILED RESULTS

The Electric Utility collects fees for panel upgrades, new electric service, temporary electric service, line extensions, plan check and inspection, disconnection and reconnections, and meter services. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 6: TOTAL COST PER UNIT RESULTS – ELECTRIC UTILITY

Fee Name	Current Fee	Total Cost	Difference
Panel Upgrade			
Single Phase Panel Upgrade up to 225A (120V/240V) - OH	Variable	$2,336	N/A
Single Phase Panel Upgrade up to 225A (120V/240V) - UG	Variable	$2,336	N/A
Single Phase Panel Upgrade up to 225A (120V/208V) - OH	Variable	$2,336	N/A
Single Phase Panel Upgrade up to 225A (120V/208V) - UG	Variable	$2,336	N/A
Single Phase Panel Upgrade 225A to 400A (120V/240V) - OH	Variable	$2,449	N/A
Single Phase Panel Upgrade 225A to 400A (120V/240V) - UG	Variable	$2,449	N/A
Single Phase Panel Upgrade 225A to 400A (120V/208V) - OH	Variable	$2,449	N/A
Single Phase Panel Upgrade 225A to 400A (120V/208V) - UG	Variable	$2,449	N/A
New Electric Service			
Single Phase:			
Single Phase Electric Service up to 225A (120V/240V) - OH	T&M	$2,336	N/A
Single Phase Electric Service up to 225A (120V/240V) - UG	T&M	$2,336	N/A
Single Phase Electric Service up to 225A (120V/208V) - OH	T&M	$2,573	N/A
Single Phase Electric Service up to 225A (120V/208V) - UG	T&M	$2,573	N/A
Single Phase Electric Service 225A to 400A (120V/240V) - OH	T&M	$2,449	N/A
Single Phase Electric Service 225A to 400A (120V/240V) - UG	T&M	$2,449	N/A
Single Phase Electric Service 225A to 400A (120V/208V) - OH	T&M	$2,573	N/A
Single Phase Electric Service 225A to 400A (120V/208V) - UG	T&M	$2,573	N/A
Three Phase:			
Three Phase Electric Service 0A to 400A (120V/208V) - OH	T&M	$3,796	N/A
Three Phase Electric Service 0A to 400A (120V/208V) - UG	T&M	$3,796	N/A
Three Phase Electric Service 0A to 400A (277V/480V) - OH	T&M	$3,796	N/A
Three Phase Electric Service 0A to 400A (277V/480V) - UG	T&M	$3,796	N/A
Three Phase Electric Service 400A to 800A (277V/480V) - OH	T&M	$3,796	N/A
Three Phase Electric Service 400A to 800A (277V/480V) - UG	T&M	$3,796	N/A
Three Phase Electric Service 800A to 4000A (277V/480V) - OH	T&M	$4,272	N/A

Fee Name	Current Fee	Total Cost	Difference
Three Phase Electric Service 800A to 4000A (277V/480V) - UG	T&M	$4,272	N/A
Temporary Electrical Service (Construction Purposes ONLY)			
Single Phase Temporary Electric Service up to 225A (120V/240V) - OH	T&M	$1,484	N/A
Single Phase Temporary Electric Service up to 225A (120V/240V) - UG	T&M	$1,484	N/A
Distribution Line Extensions			
Distribution Line Extension/Relocation (1 to 10 Units) - OH	Modified	$2,987	N/A
Distribution Line Extension/Relocation (1 to 10 Units) - UG (Rule 15)	Modified	$2,987	N/A
Distribution Line Extension/Relocation (10+ Units) - OH	Modified	$5,975	N/A
Distribution Line Extension/Relocation (10+ Units) - UG (Rule 15)	Modified	$5,975	N/A
Distribution Line Extension/Relocation OH to UG Conversion (Rule 20)	Modified	$6,473	N/A
Service Line Extensions			
Service Line Extension/Relocation (1 to 10 Units) - OH	$1,700	$1,445	$255
Service Line Extension/Relocation (1 to 10 Units) - UG (Rule 16)	$1,700	$1,445	$255
Service Line Extension/Relocation (10+ Units) - OH	T&M	$2,987	N/A
Service Line Extension/Relocation (10+ Units) - UG (Rule 16)	T&M	$2,987	N/A
Service Line Extension/Relocation OH to UG Conversion (Rule 20)	T&M	$3,686	N/A
Engineering Review / Plan Check			
Preliminary Electric Service Assessment	$238	$1,395	($1,157)
Plan Check:			
Basic/Minor	New	$1,271	N/A
Advanced/Major	New	$3,714	N/A
Master Subdivision/Subdivision	New	$2,318	N/A
Additional Plan Check (After 2nd Review):			
Basic/Minor	$119	$461	($342)
Advanced/Major	$119	$1,383	($1,264)
Master Subdivision/Subdivision	$119	$922	($803)
Solar Application Review and Plan Check:			
Basic/Minor	$136	$1,897	($1,761)
Advanced/Major	$136	$2,647	($2,511)
Master Subdivision/Subdivision	$136	$3,236	($3,100)
Additional Solar Plan Check (After 2nd Review):			
Basic/Minor	$61	$666	($605)
Advanced/Major	$61	$881	($820)
Master Subdivision/Subdivision	$61	$1,030	($969)
Distribution Line Extension/Relocation:			
1 to 10 Units - Planning	T&M	$1,398	N/A
1 to 10 Units - Engineering	T&M	$698	N/A
10+ Units - Planning	T&M	$2,796	N/A
10+ Units - Engineering	T&M	$1,397	N/A
OH to UG Conversion - Planning	T&M	$2,796	N/A
OH to UG Conversion - Engineering	T&M	$1,895	N/A
Misc Electric Utility / Penalty Fees			
Customer Requested Electric Operations Service Call "Trip Charge"	$125	$170	($45)
Service Line Disconnection:			
Overhead	$559	$675	($116)

Fee Name	Current Fee	Total Cost	Difference
Underground	$559	$675	($116)
Service Line Reconnection:			
Overhead	$262	$675	($413)
Underground	$262	$675	($413)
Distribution Line Disconnection:			
Overhead	New	$1,033	N/A
Underground	New	$1,033	N/A
Distribution Line Reconnection:			
Overhead	New	$1,271	N/A
Underground	New	$1,271	N/A
Service Turn On:			
Single Phase/Commercial Self Cont Remote	Modified	$39	N/A
Single Phase/Commercial Self Cont in the Field	Modified	$197	N/A
3 Phase Self Cont	Modified	$295	N/A
Single Phase & 3 Phase CT Rated	Modified	$295	N/A
Site / Panel Investigation	New	$676	N/A
Meter Test - 2nd Request within One Year:			
Single Phase	$182	$367	($185)
3 Phase	$182	$709	($527)
Meter Changeout - Customer Required:			
Single Phase	$307	$341	($34)
3 Phase	$596	$625	($29)
Trespass / Diversion:			
1st Offense	$250	$1,399	($1,149)
2nd Offense	$350	$1,399	($1,049)
Inspections			
General	$153	$676	($523)
Trench / Conduit	$153	$795	($642)
Mandrel	$153	$795	($642)
Substructure	$153	$795	($642)
Structure / Equipment	$153	$795	($642)
Solar:			
Single Phase	$153	$849	($696)
3 Phase	$153	$1,077	($924)

The fees administered by the Electric Utility Division generally under-recover their associated costs. The largest under-recovery is for 'Solar Application Review and Plan Check - Master Subdivision/Subdivision' at $3,100. The smallest undercharge is for the 'Meter Changeout – Customer Requested – 3 Phase' at about $30. The Electric Utility Division does overcharge for two fees 'Service Line Extension/Relocation (1 to 10 Units) – OH' and 'Service Line Extension/Relocation (1 to 10 Units) - UG (Rule 16)' with an over recovery of $255.

ANNUAL REVENUE IMPACT

Due to the current fees being on time and material, it is difficult to estimate the annual workload associated with these activities; as such, no annual revenue impact was calculated.

ENGINEERING

The Engineering Division, within the Public Works Department, is responsible for planning, designing, and administering all contracts related to land development, City streets and traffic, facilities, stormwater and landscape maintenance, and capital projects. The fees examined within this study relate to encroachment, stormwater, and excavation permits; preliminary and final plan and map reviews; grading; inspections; and other miscellaneous fees. The following subsections discuss fee schedule modifications, detailed per unit results, and annual results for the fee-related services provided by the Engineering Division of the Public Works Department.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed removing the following fees, as they are no longer being charged or are duplicative of other services on the fee schedule:
    - 'Tentative map - (MH, RV) - preliminary'
    - 'Tentative Comm/Indus parcel >4 lots- preliminary'
    - 'Plot Plan'
    - 'Third checkup - Final'
    - 'P.C. Final Map'
    - 'Individual Project'
    - '24" x 36" or Smaller Printout'
    - 'Special Landscape Maintenance District - Annexation'
    - 'Assessment/Mello Roos District Deposit'
    - 'Water Utility Items'
    - 'Sewer Utility Items'
- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule or new services the City would like to provide:
    - 'Traffic Study Screening Memo'
    - 'Traffic Study Scoping Agreement'
    - 'Preliminary Grading Plan'

- 'Utility Site Plan'
- 'Water Supply Verification / Assessment (WSA)'
- 'Sewer Availability Verification / Assessment'
- 'Reclaimed Water Verification / Assessment'
- 'Sewer Waste Survey'
- 'Conceptual Landscape Plan Review'
- 'Fourth or Subsequent Review'
- 'Erosion Control (If Separate from Grading Plan)'
- 'Plan Revisions'
- 'Other Improvement Plans: As Directed by City Engineer'
- 'Excavation Permit'
- 'Demolition'
- 'NPDES Inspection / Reinspection (Stormwater Compliance)'
- 'Special District Annexation'
- 'Fee for Services Not Specified Above'

- **Condensed Fees:** Staff proposed condensing the following fees for simplicity and clarity:
  - 'Final Map' was condensed to a base fee and a per lot fee.
  - 'Precise Grading' was condensed to a base fee and a per sheet fee.
  - 'Improvement Plan Review (Street, Signing and Striping, Traffic Signal, Traffic Control, Storm Drain, Channel, Sewer, Water, Non-Potable Water, Landscape)' was reworded and condensed to a base fee and a per sheet fee.
- **Expanded Fees**: The following fees were expanded to better capture the staff time required for the associated activities:
  - 'Drainage Study (Preliminary and Final)' and 'Wate Quality Management Plan (Preliminary and Final' were both reworded and expanded into the following categories: 'Under 10 Acres', '10 Acres or Greater', 'Revisions', and '4th Review (Or Additional)'.
  - 'Tentative Parcel Map' and 'Tentative Tract Map' were expanded into the following categories: 'Base', 'Per Sheet', and '4th Review (Or Additional)'.

- 'Site Plan' was expanded to include 'Residential', 'Multi-Family and Other Non-Residential', and '4th Review (Or Additional)'.
- Under 'Public Right of Way Items', 'Oversized/weight permit (Caltrans Rate)' was expanded to include an annual fee and fees for 'Dumpster / POD in Public ROW' and 'Street Closure' were added.

- **Modified Fees:** The following points highlight various miscellaneous modifications proposed by staff:
  - The fee for 'Specific Plan - Preliminary / Final' was modified to read 'Specific Plan' for clarity.
  - The fee for 'Specific Plan Amendment - Preliminary / Final' was modified to read 'Specific Plan Amendment' for clarity.
  - The fee for 'E.I.R - Preliminary / Final' was modified to read 'E.I.R' for clarity.
  - The fee for 'Traffic Study Impact Assessment' was modified to read 'Traffic Impact Analysis' for clarity, and it was changed to a deposit rather than a flat fee.
  - The fee for 'Floodplain Evaluation Zone Development' was modified to read 'Flood Zone Development Review' for clarity. It was also changed from a deposit to a flat fee.
  - The fee for 'Consultant Service - Preliminary / Final' was modified to read 'Consultant Service' for clarity.
  - The fee for 'Amend Map – Final' was modified to read 'Amended Final Map' for clarity. The unit was also changed to 'Per Sheet'.
  - The fee for 'Condominium - Preliminary' was modified to read 'Condominium Plan' for clarity.
  - 'Dedication Document (ROW or Easement)' was reworded for clarity.
  - The fee for 'Street / Easement Abandonment' was modified to read 'Street Vacation' for clarity.
  - The fee for 'Consultant Service - Final' was modified to read 'Consultant Service' for clarity.
  - 'Rough Grading' was modified to a 'Grading' fee with a base fee and a per sheet fee.
  - 'Grading / Stockpile Permit:' was reworded to a 'Grading Permit' for clarity. The 'For Every 100 CY or Fraction Thereof' fee was also increased to larger units (1,000 CY, 10,000 CY, and 100,000 CY) to allow costs to be captured more accurately.
  - 'NPDES Inspection / Reinspection – City Staff' was renamed 'NPDES Inspection / Reinspection (Grading)' and the unit was changed from 'Per Lot' to 'Per Acre'.
  - 'Reimbursement Agreement' was modified from a deposit fee to a per unit fee.

- 'Plan Storage, Asset Management, & GIS Maintenance Fee' was changed from a percent of permit fee to a per sheet fee.

These modifications ensure that the proposed fee schedule more accurately reflects the services that Public Works / Engineering provides.

DETAILED RESULTS

The Engineering Division collects fees for grading permits, tentative parcel maps, site plans, encroachment permits, and inspections. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 7: TOTAL COST PER UNIT RESULTS – ENGINEERING

Fee Name	Current Fee	Total Cost	Difference
Land Development Fees			
Specific Plan	$3,871	Refer to Planning Deposit	N/A
Specific Plan Amendment	$2,540	Refer to Planning Deposit	N/A
E.I.R	$2,862	Refer to Planning Deposit	N/A
Drainage Study (Preliminary and Final)			
Under 10 Acres	Modified	$5,761	N/A
10 Acres or Greater	Modified	$10,711	N/A
Revisions	Modified	$2,923	N/A
4th Review (Or Additional)	Modified	$1,862	N/A
Water Quality Management Plan (Preliminary and Final)			
Under 10 Acres	Modified	$3,609	N/A
10 Acres or Greater	Modified	$5,859	N/A
Revisions	Modified	$1,711	N/A
4th Review (Or Additional)	Modified	$1,187	N/A
Traffic Study Screening Memo	New	$1,179	N/A
Traffic Study Scoping Agreement	New	$2,164	N/A
Traffic Impact Analysis	$2,504	$4,630	($2,126)
Soils Report	$2,742	$3,373	($631)
Tentative Parcel Map			
Base	$1,843	$8,715	($6,872)
Per Sheet	New	$2,250	N/A
4th Review (Or Additional)	New	$750	N/A
Tentative Tract Map			
Base	$2,531	$8,715	($6,184)
Per Sheet	New	$3,375	N/A
4th Review (Or Additional)	New	$1,125	N/A

Fee Name	Current Fee	Total Cost	Difference
Site Plan			
Residential	$289	$1,902	($1,613)
Multi-Family and Other Non-Residential	$289	$4,501	($4,212)
4th Review (Or Additional)	New	$1,500	N/A
Preliminary Grading Plan			
Under 10 Acres	New	$6,814	N/A
10 Acres or Greater	New	$12,650	N/A
Revisions	New	$3,493	N/A
4th Review (Or Additional)	New	$4,053	N/A
Utility Site Plan			
Under 10 Acres	New	$3,555	N/A
10 Acres or Greater	New	$5,968	N/A
Revisions	New	$1,918	N/A
4th Review (Or Additional)	New	$2,543	N/A
Water Supply Verification / Assessment (WSA)	New	Actual Cost + 10%	N/A
Sewer Availability Verification / Assessment	New	Actual Cost + 10%	N/A
Reclaimed Water	New	Actual Cost + 10%	N/A
Sewer Waste Survey	New	$939	N/A
Conceptual Landscape Plan Review	New	$663	N/A
Flood Zone Development Review	$705	$2,165	($1,460)
Consultant Service	$184 + Consultant's Fee	Actual Cost + 10%	N/A
Final Map/Easement Review			
Final Map:			
Base	New	$5,186	N/A
Per Lot	New	$300	N/A
Fourth or Subsequent Review	New	$689	N/A
Amended Final Map	$932	$4,273	($3,341)
Condominium Plan	$1,023	Actual Cost + 10%	N/A
Certificate of Correction	$836	$1,049	($213)
Certificate of Compliance	$653	$4,596	($3,943)
Dedication Document (ROW or Easement)	$224	$5,250	($5,026)
Street Vacation	$435	$5,250	($4,815)
Lot Line Adjustment	$619	$5,250	($4,631)
Lot Merger	$619	$5,250	($4,631)
Consultant Service	$183 + Consultant's Fee	Actual Cost + 10%	N/A
Plan Review			
Grading:			
Base	Modified	$3,209	N/A
Per Sheet	Modified	$1,045	N/A

Fee Name	Current Fee	Total Cost	Difference
Precise Grading:			
Base	Modified	$4,254	N/A
Per Sheet	Modified	$1,913	N/A
Erosion Control (If Separate from Grading Plan):			
Base	New	$2,347	N/A
Per Sheet	New	$300	N/A
Improvement Plan Review (Street, Signing and Striping, Traffic Signal, Traffic Control, Storm Drain, Channel, Sewer, Water, Non-Potable Water):			
Base	Modified	$4,949	N/A
Per Sheet	Modified	$573	N/A
Plan Revisions:			
Base	New	$1,154	N/A
Per Sheet	New	$1,393	N/A
4th or Subsequent Review	New	$464	N/A
Other Improvement Plans: As Directed by City Engineer	New	Actual Cost + 10%	N/A
Grading Permit Fees (Mass, Rough, Stockpile, Borrow)			
Grading Permit:			
51-100 CY	$45	$975	($930)
101-1,000 CY			
Base	$45	$1,412	($1,367)
For Every 100 CY or Fraction Thereof	$21	$57	($36)
1,001-10,000 CY			
Base	$230	$1,923	($1,693)
For Every 1,000 CY or Fraction Thereof	$25	$74	($49)
10,001-100,000 CY			
Base	$380	$2,585	($2,205)
For Every 10,000 CY or Fraction Thereof	$75	$175	($100)
100,001 or more CY			
Base	$1,075	$4,163	($3,088)
For Every 100,000 CY or Fraction Thereof	$85	$132	($47)
Encroachment Permit Fees			
Encroachment Permit	$352	$1,643	($1,291)
Excavation Permit	New	$1,643	N/A
Demolition	New	$1,643	N/A
Curb & Gutter:			
<100 ft.	$60	$496	($436)
>100 ft.	$43	$188	($145)
Sidewalk:			
<400 sq. ft	$60	$456	($396)
>400 sq. ft	$19	$148	($129)
Pavement:			
<1,000 ft.	$120	$556	($436)
Each Additional 1,000 ft.	$95	$248	($153)
Driveway Approach:			
Residential	$60	$620	($560)
Commercial	$81	$660	($579)

Fee Name	Current Fee	Total Cost	Difference
Wheelchair Ramp	$60	$536	($476)
Cross Gutter / Spandrel	$103	$496	($393)
Sewer main, storm drain, water main:			
<50 ft.	$82	$716	($634)
>50 ft.	$43	$377	($334)
Sewer Lateral	$60	$815	($755)
Water Service	$60	$617	($557)
Sewer Manhole	$81	$737	($656)
Sewer Clean Out	$82	$557	($475)
Water Line Hot Tap	$174	$815	($641)
Storm Drain Inlet:			
Storm Drain Inlet	$189	$868	($679)
Storm Drain Connector Pipe	$145	$748	($603)
Parkway Drain	$81	$748	($667)
Fire Hydrant	$270	$776	($506)
Air Vac Blow Off	$103	$656	($553)
Street Tree	$60	$368	($308)
Street Name & Traffic Sign	$60	$368	($308)
Inspections			
Industrial Waste Inspection	$175	$175	$0
NPDES Inspection / Reinspection - City Staff	Modified	$594	N/A
NPDES Inspection / Reinspection - Consultant			
Commercial Food Facilities and Non-IG Permit Inspections	New	$331	N/A
IG Permit Facilities, Businesses, and SB205 Compliance	New	$394	N/A
Reinspection Charge	New	$257	N/A
Overtime Inspection	1.5 x time spent	$266	N/A
Re-Inspection Fee	$154	$239	($85)
Inspections - Subdivision Developments	4%	4%	0%
Miscellaneous Fees			
Reimbursement Agreement	$1,056	$2,658	($1,602)
Appeals to City Council or Planning Commission	$543	$1,422	($879)
Public Right of Way Items			
Oversized/weight permit (Caltrans Rate):[1]			
Single Trip	$16	$16	$0
Annual	$90	$90	$0
Penalty for Work w/o Permit	$244	2x Permit Fees	N/A
Dumpster / POD in Public ROW	New	$331	N/A
Street Closure	New	$557	N/A
Special District Annexation	New	Actual Cost + 10%	N/A
Fee for Services Not Specified Above	New	$294	N/A

[1] 21 CCR § 1411.3

The fees administered by the Engineering Division generally under-recover the associated costs. The fee with the largest under-recovery is the base fee for the 'Tentative Parcel Map' at around $6,900. The smallest undercharge is in relation to the Grading Permit '101-1,000 CY - For Every 100 CY or Fraction Thereof' of roughly $36.

ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Engineering has a deficit of roughly $130,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 8: ANNUAL RESULTS – ENGINEERING

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Land Development Fees	$14,744	$35,704	($20,960)
Grading Plan Review	$61,079	$51,122	$9,957
Grading Permit Fees	$45	$975	($930)
Encroachment Permit Fees	$32,603	$151,224	($118,621)
Inspections	$519,197	$519,197	$0
Miscellaneous Fees	$1,552	$1,552	$0
Total	**$629,221**	**$759,774**	**($130,553)**

Engineering has an annual cost recovery of roughly 83%. At $119,000, the largest deficit is in relation to Public Works Encroachment Fees. This is primarily caused by the Encroachment permit which has a deficit of roughly $57,000. A per-unit deficit of about $1,300 processed 44 times leads to this very large deficit. The Division should review this fee and consider right-sizing it to allow for greater cost recovery.

FILM PERMITS

Economic Development currently administers film permits to oversee and regulate filming activities within the City limits. The fees associated with these permits were examined as part of the study. The following subsections discuss fee schedule modifications and detail per-unit results for the Film Permit fees.

FEE SCHEDULE MODIFICATIONS

City staff proposed expanding the singular 'Film Permit Fee' into three subcategories: 'Minor Impact', 'Moderate Impact', and 'High Impact'. This proposed modification will allow the City to better recover costs for more complex permits.

DETAILED RESULTS

Economic Development collects fees for film permits. These fees are in addition to any costs associated with needed street closures, traffic control, use of public right-of-way, or City staffing (such as Police or Fire presence). The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 9: TOTAL COST PER UNIT RESULTS – FILM

Fee Name	Current Fee	Total Cost	Difference
Film Permit Fee			
Minor Impact	$300	$1,024	($724)
Moderate Impact	$300	$2,277	($1,977)
High Impact	$300	$4,742	($4,442)

The Film Permit fees under-recover the associated costs. The largest under-recovery is for a 'High Impact' film permit at around $4,500; the lowest is for a 'Minor Impact' permit at about $750.

ANNUAL REVENUE IMPACT

Because these fees are not currently tracked at the necessary level of detail, no annual revenue impacts are presented here.

FINANCE

The Finance and Administration fee category encompasses document printing and photocopying, other document-related services, returned check processing, and the provision of copies of digital media. The City Clerk and Finance departments are responsible for overseeing, processing, and administering these fees. The following subsections discuss fee schedule modifications and detail per-unit results for the Finance and Administration fees.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** The following fees were eliminated, as they represent obsolete services:
  - 'Providing Agendas, Minutes, Packet, etc.'
  - 'Copy of Budget – Other Than'
  - 'Copy of Audit Report – Other'
  - 'Cassette Tape of Meeting, etc.'
- **Condensed Fees:** To streamline the fee schedule, the 'Photocopying of Documents' fee was combined with the 'Document Printing' fees.
- **Modified Fees:** The fee for a 'DVD of any live broadcast' was modified to read 'Digital Copy of any City Broadcast' for clarity.

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Finance staff.

DETAILED RESULTS

The Finance and Administration collects fees for document printing, photocopying fees, bond document fees, document certification, postage, and return check processing. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 10: TOTAL COST PER UNIT RESULTS – FINANCE

Fee Name	Current Fee	Total Cost	Difference
Document Printing / Photocopying Fees:[2]			
Black & White	$0.25	$0.25	$0.00
Color	$0.35	$0.35	$0.00

[2] GOV § 6253(b)

Fee Name	Current Fee	Total Cost	Difference
Oversized (maps)	Actual Cost	Actual Cost	N/A
Bound Document Fees:[3]			
Binding Materials	$1.00	$1.00	$0.00
Per Page Charge			
Black & White	$0.25	$0.25	$0.00
Color	$0.35	$0.35	$0.00
Document Certification[4]	Modified	$15.00	N/A
Postage	Actual Cost	Actual Cost	N/A
Return Check Processing: [5]			
1st Check	$25	$25	$0
2nd Check	$25	$35	($10)
Digital Copy of any City live broadcast[6]	$7	$7	$0

The fees administered by Finance and Administration generally fully recover costs. The only undercharge is for the 'Return Check Processing – 2nd Check' at $10.

ANNUAL REVENUE IMPACT

Due to the complexity of the City's financial reporting system, per unit information was unable to be gathered and therefore no annual revene impacts are presented here.

[3] GOV § 6253(b)
[4] GOV § 8223 (b)
[5] CIV § 1719(a)
[6] GOV § 6253.9(a)

FIRE

The City of Banning contracts with CalFire for Fire services. The fees examined within this study relate to plan review and inspection and fire code compliance. The following subsections discuss fee schedule modifications, detailed per unit results, and annual results for the fee-related services provided by Fire.

FEE SCHEDULE MODIFICATIONS

The only modifications proposed to the Fire fee schedule were in relation to false alarms. Staff proposed breaking out False Alarms between commercial / industrial and residential, as well as codifying the false alarm response fee in the fee schedule.

DETAILED RESULTS

The Fire Department collects fees for sprinkler permits, alarm permits, water system permits, protection systems permits, hazmat permits, and inspections. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 11: TOTAL COST PER UNIT RESULTS – FIRE

Fee Name	Current Fee	Total Cost	Difference
FIRE FEES FOR SPRINKLER PERMITS (FSS, FSD, FMS)			
New 13, 13R Fire Sprinkler System plan check (base fee)	$662	$719	($57)
New 13, 13R Fire Sprinkler System inspection (per sprinkler head)	$7	$10	($3)
New 13D Fire Sprinkler System plan check (base fee)	$284	$308	($24)
New 13D Fire Sprinkler System inspection (per sprinkler head) (each separate plan type)	$7	$10	($3)
TI 13, 13R Fire Sprinkler System plan check (base fee)	$473	$513	($40)
TI 13, 13R Fire Sprinkler System inspection (per sprinkler head)	$7	$10	($3)
TI 13D Fire Sprinkler System plan check (base fee)	$237	$256	($19)
TI 13D Fire Sprinkler System inspection (per sprinkler head)	$7	$10	($3)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review	$189	$205	($16)
Consultant Fire Plan Review		Actual Cost + 15%	
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR ALARM PERMITS (FAL)			
New Fire Alarm System plan check (base fee)	$662	$719	($57)
New Fire Alarm System inspection (per initiating or notification device)	$7	$10	($3)

Fee Name	Current Fee	Total Cost	Difference
TI Fire Alarm System Plan Check (base fee)	$473	$513	($40)
TI Fire Alarm System Inspection (per initiating or notification device)	$7	$10	($3)
Monitoring Only Plan Check (or Communicator upgrade per unit)	$189	$205	($16)
Monitoring Only Inspection (or Communicator upgrade per unit)	$189	$205	($16)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review (per hour)	$189	$205	($16)
Consultant Fire Plan Review	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR WATER SYSTEM PERMITS (FWT)			
Underground plan check (per connection i.e. hydrant and/or riser)	$284	$308	($24)
Underground inspection (per connection i.e. hydrant and/or riser)	$378	$411	($33)
Fire Pump plan check	$567	$616	($49)
Fire Pump inspection	$473	$513	($40)
Aboveground Temporary Tank plan check	$284	$308	($24)
Aboveground Temporary Tank inspection	$284	$308	($24)
Emergency Underground Repair plan check	$284	$308	($24)
Emergency Underground Repair inspection	$567	$616	($49)
Standpipes/Hose valves plan check	$284	$308	($24)
Standpipes/Hose valves inspection	$378	$411	($33)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review	$189	$205	($16)
Consultant Fire Plan Review	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR PROTECTION SYSTEMS PERMITS (FPS)			
Special Extinguishing System plan check	$520	$565	($45)
Special Extinguishing System inspection	$284	$308	($24)
Hood and Duct Extinguishing System plan check (per system)	$284	$308	($24)
Hood and Duct Extinguishing System inspection (per system)	$284	$308	($24)
Smoke Control - Rationale Analysis and Plan Review	$1,323	$1,439	($116)
Smoke Control System inspection	$1,134	$1,233	($99)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review	$189	$205	($16)
Consultant Fire Plan Review	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)

Fee Name	Current Fee	Total Cost	Difference
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR OTHER SYSTEMS PERMITS (FOS)			
Industrial Oven plan check (per oven)	$378	$411	($33)
Industrial Oven inspection (per oven)	$378	$411	($33)
Dust Collection System plan check	$378	$411	($33)
Dust Collection System inspection	$378	$411	($33)
Battery System plan check (Commercial)	$378	$411	($33)
Battery System inspection (Commercial)	$378	$411	($33)
Refrigeration System < 500 lbs. plan check	$567	$616	($49)
Refrigeration System < 500 lbs. inspection	$284	$308	($24)
Refrigeration System ≥ 500 lbs. plan check	$945	$1,027	($82)
Refrigeration System ≥ 500 lbs. inspection	$567	$616	($49)
Spray Booths (per booth) plan check	$284	$308	($24)
Spray Booths (per booth) inspection	$189	$205	($16)
Gas Systems (Med Gas, Industrial Gas, LPG) plan check	$567	$616	($49)
Gas Systems (Med Gas, Industrial Gas, LPG) inspection	$378	$411	($33)
Emergency Responder Radio Coverage plan check	$756	$822	($66)
Emergency Responder Radio Coverage inspection	$756	$822	($66)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review (per hour)	$189	$205	($16)
Consultant Fire Plan Review	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR ACCESS & WATER REVIEWS (FAW, FPP)			
Access and Water Supply plan check	$189	$205	($16)
Access and Water Supply inspection	$378	$411	($33)
Fuel Modification Plan check	$378	$411	($33)
Fuel Modification inspection	$189	$205	($16)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review (per hour)	$189	$205	($16)
Consultant Fire Plan Review (actual consultant fee +20%)	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR HAZ MAT PERMITS (FHM)			

Fee Name	Current Fee	Total Cost	Difference
Haz-Mat Chem Class <10 Chemicals plan check	$284	$308	($24)
Haz-Mat Chem Class<10 Chemicals inspection	$189	$205	($16)
Haz-Mat Chem Class 10 - 25 Chemicals plan check	$473	$513	($40)
Haz-Mat Chem Class 10 - 25 Chemicals inspection	$284	$308	($24)
Haz-Mat Chem Class 26 - 100 Chemicals plan check	$756	$822	($66)
Haz-Mat Chem Class 26 - 100 Chemicals inspection	$473	$513	($40)
Haz-Mat Chem Class >100 Chemicals plan check	$1,040	$1,130	($90)
Haz-Mat Chem Class >100 Chemicals inspection	$662	$719	($57)
Underground Storage Tanks plan check (per tank) Installation or Removal	$426	$462	($36)
Underground Storage Tanks inspection (per tank) Installation or Removal	$189	$205	($16)
Aboveground Storage Tanks plan check (per tank) Installation or Removal	$426	$462	($36)
Aboveground Storage Tanks inspection (per tank) Installation or Removal	$189	$205	($16)
Alterations to gas stations plan check (no tank alterations)	$284	$308	($24)
Alterations to gas stations inspection (no tank alterations)	$189	$205	($16)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review (per hour)	$189	$205	($16)
Consultant Fire Plan Review (actual consultant fee +20%)	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR HIGH PILE STORAGE PERMITS (FHP)			
High Pile Storage <12,000 sq. ft. Plan Check	$378	$411	($33)
High Pile Storage <12,000 sq. ft. Inspection	$378	$411	($33)
High Pile Storage 12,001 - 50,000 sq. ft. Plan Check	$756	$822	($66)
High Pile Storage 12,001 - 50,000 sq. ft. Inspection	$756	$822	($66)
High Pile Storage 50,001 - 100,000 sq. ft. Plan Check	$1,134	$1,233	($99)
High Pile Storage 50,001 - 100,000 sq. ft. Inspection	$1,134	$1,233	($99)
High Pile Storage > 100,000 sq. ft. Plan Check	$1,512	$1,644	($132)
High Pile Storage > 100,000 sq. ft. Inspection	$1,512	$1,644	($132)
Construction Reinspection Fee (per hour)	$189	$205	($16)
Alternate methods and materials (initial - 4 hrs. min.)	$756	$822	($66)
Additional Alternate methods and materials Plan Review (per hour)	$189	$205	($16)
Consultant Fire Plan Review (actual consultant fee +20%)	Actual Cost + 15%		
Misc./Over the Counter/ Revisions (per hour)	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
Work without Permit (PENALTY)	$378	$411	($33)
FIRE FEES FOR INSPECTIONS (FIN)			

Fee Name	Current Fee	Total Cost	Difference
Residential Care Facility Pre-inspection (6 or less)	$189	$205	($16)
Residential Day Care Facility 8-14 Fire Clearance	$189	$205	($16)
Special Event WITH tents and/or canopies >400 sq. ft.	$378	$411	($33)
Special Event with NO tents and/or canopies	$189	$205	($16)
Carnivals and Fairs	$378	$411	($33)
Explosives or Blasting Agents, use, dispose	$378	$411	($33)
Firework Displays	$1,134	$1,233	($99)
Complaints (not on fee schedule but is documented under this record type)	$0	$102	($102)
Fire Clearances (not on fee schedule but is documented under this record type for hospital, res. care facility 850 fire clearance, etc.)	$189	$205	($16)
Hydrant/Control Valve Flow Test	$284	$308	($24)
Fire Standby (per hour - During work hours)	$189	$205	($16)
Fire Standby (per hour - During off work hours)	$284	$308	($24)
Miscellaneous Inspection (uses 1 hour of the hourly rate fee)	$189	$205	($16)
MISCELLANEOUS FIRE FEES			
Plan Review (per hour) for items not identified on fee schedule	$189	$205	($16)
Inspection (per hour) for items not identified on fee schedule	$189	$205	($16)
False Alarm - Commercial / Industrial	$378	$411	($33)
False Alarm - Residential	$378	$411	($33)
False Alarm Response (Only applicable after 3rd False Alarm)	New	$411	N/A
ANNUAL PERMITS			
Business			
A-1 occupancies: Assembly uses, usually with fixed seating, intended for the production and viewing of performing arts or motion pictures <20,000 sq. ft.	$284	$308	($24)
A-1 occupancies: Assembly uses, usually with fixed seating, intended for the production and viewing of performing arts or motion pictures ≥20,000 sq. ft.	$567	$616	($49)
A-2 occupancies: Assembly uses intended for food and/or drink consumption <10,000 sq. ft.	$189	$205	($16)
A-2 occupancies: Assembly uses intended for food and/or drink consumption > 10,000 sq. ft.	$284	$308	($24)
A-3 occupancies: Assembly uses intended for worship, recreation or amusement and other assembly occupancies not classified as A-1, A-2, A-4, and A-5 occupancies <20,000 sq. ft.	$284	$308	($24)
A-3 occupancies: Assembly uses intended for worship, recreation or amusement and other assembly occupancies not classified as A-1, A-2, A-4, and A-5 occupancies ≥20,000 sq. ft.	$567	$616	($49)
A-4 occupancies: Assembly uses intended for viewing of indoor sporting events and activities with spectator seating <20,000 sq. ft.	$284	$308	($24)
A-4 occupancies: Assembly uses intended for viewing of indoor sporting events and activities with spectator seating ≥20,000 sq. ft.	$567	$616	($49)
A-5 occupancies: Assembly uses intended for participation in or viewing outdoor activities.	$284	$308	($24)
B, F, M or S Occupancies < 3,600 Square Feet	$189	$205	($16)

Fee Name	Current Fee	Total Cost	Difference
B, F, M or S Occupancies 3,601 - 50,000 Square Feet	$378	$411	($33)
B, F, M or S Occupancies 50,001 - 350,000 sq. ft.	$567	$616	($49)
B, F, M or S Occupancies > 350,000 sq. ft.	$1,134	$1,233	($99)
H or L Occupancy	$567	$616	($49)
2nd Re-Inspection Penalty	$378	$411	($33)
3rd + Re-inspection Penalty	$500	$543	($43)
Work without Permit	$378	$411	($33)
Multi-Family			
R-1 Occupancy (i.e. hotels, motels) <25 units	$567	$616	($49)
R-1 Occupancy (i.e. hotels, motels) 26-50 units	$709	$770	($61)
R-1 Occupancy (i.e. hotels, motels) 51-75 units	$851	$925	($74)
R-1 Occupancy (i.e. hotels, motels) 76-100 units	$993	$1,079	($86)
R-1 Occupancy (i.e. hotels, motels) >100 units	$1,134	$1,233	($99)
R-2 Occupancy (i.e. Res Permanent 3+) per unit	$48	$51	($3)
Care Facility Residential State Licensed - 6 or less Pre-inspection Fee	$189	$205	($16)
Care Facility Commercial 0-50 State Licensed	$378	$411	($33)
Care Facility Commercial 51-99 State Licensed	$473	$513	($40)
Care Facility Commercial 100-150 State Licensed	$567	$616	($49)
Care Facility Commercial ≥ 151 State Licensed	$756	$822	($66)
2nd Re-Inspection Penalty	$378	$411	($33)
3rd + Re-inspection Penalty	$500	$543	($43)
Work without Permit (PENALTY)	$378	$411	($33)
State-Mandated			
E Occupancy (Schools) <10,000 sq. ft.	$284	$308	($24)
E Occupancy (Schools) > 10,000 sq. ft.	$756	$822	($66)
Hospitals <10,000 S.F.	$284	$308	($24)
Hospitals > 10,000 S.F.	$756	$822	($66)
Skilled Nursing < 10,000 S.F.	$284	$308	($24)
Skilled Nursing > 10,000 S.F.	$756	$822	($66)
Jail <10,000 S.F.	$284	$308	($24)
Jail > 10,000 S.F.	$756	$822	($66)
High-Rise 75' or more	$1,134	$1,233	($99)
Day Care Facilities Residential 8-14 Fire Clearance	$189	$205	($16)
Day Care Facilities Commercial 0-50	$189	$205	($16)
Day Care Facilities Commercial 51-100	$378	$411	($33)
Day Care Facilities Commercial 101-150	$430	$462	($32)
Day Care Facilities Commercial >150	$473	$513	($40)
2nd Re-Inspection Penalty	$378	$411	($33)
3rd + Re-inspection Penalty	$500	$543	($43)
Work without Permit (PENALTY)	$378	$411	($33)
Fire Code Permits (CFC Operational Permits)			
Additive Manufacturing (3D Printing)	$189	$205	($16)
Aerosol Products Level 2 & 3	$95	$102	($7)
Amusement Buildings (Special Amusement Buildings)	$284	$308	($24)
Carnivals and Fairs	$95	$102	($7)
Cellulose Nitrate	$95	$102	($7)

Fee Name	Current Fee	Total Cost	Difference
Combustible Dust Producing & Operations	$189	$205	($16)
Combustible Fibers	$189	$205	($16)
Compressed Gases	$189	$205	($16)
Covered and Uncovered Mall Buildings	$284	$308	($24)
Cryogenic Fluids	$189	$205	($16)
Cutting and Welding	$95	$102	($7)
Dry Cleaning Plants 1-2 units	$95	$102	($7)
Dry Cleaning Plants > 2 units	$284	$308	($24)
Energy Storage System	$378	$411	($33)
Exhibits and trade Shows	$189	$205	($16)
Explosives	$189	$205	($16)
Hydrant/Control Valve Flow Test	$189	$205	($16)
Flammable/Combustible Liquids Inside ≥60 Gal.	$189	$205	($16)
Flammable/Combustible Liquids Inside <60 Gal.	$95	$102	($7)
Flammable/Combustible Liquid Outside/Aboveground tank (per tank)	$142	$154	($12)
Flammable/Combustible Liquid Underground Tanks (per tank)	$142	$154	($12)
Fruit and Crop Ripening	$142	$154	($12)
Hazardous Materials	$189	$205	($16)
Hazardous Production Materials	$189	$205	($16)
High-Piled Combustible Stock <12,000 sq. ft.	$189	$205	($16)
High-Piled Combustible Stock 12,000 - 100,000 sq. ft.	$473	$513	($40)
High-Piled Combustible Stock >100,000 sq. ft.	$756	$822	($66)
Hot Work Operations	$95	$102	($7)
Industrial Ovens/Drying	$189	$205	($16)
Lumber yards and woodworking plants	$378	$411	($33)
Liquid or Gas Filled Vehicles in Assemblies	$189	$205	($16)
Liquefied Petroleum Gases	$95	$102	($7)
Magnesium	$95	$102	($7)
Miscellaneous Combustible Storage	$189	$205	($16)
Mobile Fueling of Hydrogen Fueled Vehicles	$189	$205	($16)
Motor vehicle Fuel Dispensing Facilities	$189	$205	($16)
Open Flame and/ or Candles in Assembly Occupancies	$95	$102	($7)
Organic Coatings	$189	$205	($16)
Places of Assembly	$189	$205	($16)
Plant Extraction Systems	$189	$205	($16)
Pyrotechnical Special Effects	$756	$822	($66)
Pyroxylin plastics	$189	$205	($16)
Refrigeration Equipment <500 lbs.	$189	$205	($16)
Refrigeration Equipment ≥500 lbs.	$378	$411	($33)
Repair Garages and Motor Fuel Dispensing Facilities	$189	$205	($16)
Spray Booths/ Dipping Operations	$189	$205	($16)
Storage of Tires	$189	$205	($16)
Tire Rebuilding Plants	$189	$205	($16)
Waste Handling	$95	$102	($7)
Wood products	$95	$102	($7)

Fee Name	Current Fee	Total Cost	Difference
Lithium Batteries	$189	$205	($16)
FIRE BUILDING PERMIT FEES - PLAN CHECK			
Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is completed and occupiable (same fees as shell buildings)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Residential and Multifamily Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R, or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Hazardous Use - (All newly constructed or added space for hazardous use occupancies classified as CBC Group H.			
0-1,999 sq. ft.	$237	$256	($19)
2,000-4,999 sq. ft.	$378	$411	($33)
5,000-9,999 sq. ft.	$520	$565	($45)
10,000-24,999 sq. ft.	$662	$719	($57)
25,000-49,999 sq. ft.	$804	$873	($69)
50,000+ - base	$804	$873	($69)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is not completed or occupiable)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Tenant Improvement - (Remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, R, S, or other commercial occupancies not specifically addressed elsewhere.)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)

Fee Name	Current Fee	Total Cost	Difference
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Tenant Improvement - Hazardous Use (Remodeled space for non-residential occupancies classified as CBC Group H)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$284	$308	($24)
5,000-9,999 sq. ft.	$426	$462	($36)
10,000-24,999 sq. ft.	$567	$616	($49)
25,000-49,999 sq. ft.	$709	$770	($61)
50,000+ - base	$709	$770	($61)
50,000+ - per 100,000 sq. ft.	$14	$14	$0
Solar / Photovoltaic (BON / BFR / BRC)			
Residential (over 20 kw)	$189	$205	($16)
Commercial	$378	$411	($33)
Generator / Cell Sites			
Generator / Cell Sites	$189	$205	($16)
FIRE BUILDING PERMIT FEES - INSPECTION			
Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is completed and occupiable (same fees as shell buildings)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Residential and Multifamily Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R, or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Hazardous Use - (All newly constructed or added space for hazardous use occupancies classified as CBC Group H.			
0-1,999 sq. ft.	$237	$256	($19)
2,000-4,999 sq. ft.	$378	$411	($33)
5,000-9,999 sq. ft.	$520	$565	($45)
10,000-24,999 sq. ft.	$662	$719	($57)
25,000-49,999 sq. ft.	$804	$873	($69)
50,000+ - base	$804	$873	($69)
50,000+ - per 100,000 sq. ft.	$9	$9	$0

Fee Name	Current Fee	Total Cost	Difference
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is not completed or occupiable)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Tenant Improvement - (Remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, R, S, or other commercial occupancies not specifically addressed elsewhere.)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$237	$256	($19)
5,000-9,999 sq. ft.	$284	$308	($24)
10,000-24,999 sq. ft.	$378	$411	($33)
25,000-49,999 sq. ft.	$473	$513	($40)
50,000+ - base	$473	$513	($40)
50,000+ - per 100,000 sq. ft.	$9	$9	$0
Tenant Improvement - Hazardous Use (Remodeled space for non-residential occupancies classified as CBC Group H)			
0-1,999 sq. ft.	$189	$205	($16)
2,000-4,999 sq. ft.	$284	$308	($24)
5,000-9,999 sq. ft.	$426	$462	($36)
10,000-24,999 sq. ft.	$567	$616	($49)
25,000-49,999 sq. ft.	$709	$770	($61)
50,000+ - base	$709	$770	($61)
50,000+ - per 100,000 sq. ft.	$14	$14	$0
Solar / Photovoltaic (BON / BFR / BRC)			
Residential (over 20 kw)	$189	$205	($16)
Commercial	$378	$411	($33)
Generator / Cell Sites			
Generator / Cell Sites	$284	$308	($24)
ADDITIONAL FIRE FEES FOR BFC / BFR / BON			
Consultant Fire Plan Review	Actual Cost + 15%		
Misc. / Over the Counter / Revisions	$189	$205	($16)
3rd review and subsequent submittals (per hour)	$189	$205	($16)
Expedited / Overtime Plan Review (per hour)	$284	$308	($24)
Expedited / Overtime Inspection (per hour)	$284	$308	($24)
FIRE PLANNING FEES			
Entitlement Applications			
Annexation Fee	$189	$205	($16)
Conditional Use Permit	$567	$616	($49)
Conditional Use Permit Amendment	$567	$616	($49)
Conditional Use Permit - Sexually Oriented Business	$567	$616	($49)
Design Review	$567	$616	($49)
Design Review Amendment	$567	$616	($49)
Development Agreements	$378	$411	($33)

Fee Name	Current Fee	Total Cost	Difference
EIR- Administrative Charge	$378	$411	($33)
Environmental Assessment	$378	$411	($33)
Extension of Time, CUP, Design Review	$189	$205	($16)
Final Parcel Map	$189	$205	($16)
Final Tract Map (First 50 Lots)	$189	$205	($16)
Final tract Map (51 + lots)	$378	$411	($33)
General Plan Amendment (Land Use)	$189	$205	($16)
General Plan Amendment (Policy)	$189	$205	($16)
Landscape Review	$189	$205	($16)
Lot Line Adjustment (with existing building)	$189	$205	($16)
Minor Modification of an Application	$189	$205	($16)
Pre-Application Review (PAC)	$567	$616	($49)
Site Plan Review	$567	$616	($49)
Specific Plan	$378	$411	($33)
Specific Plan Amendment	$378	$411	($33)
Temporary Use Permits - Minor	$189	$205	($16)
Temporary Use Permits - Major	$378	$411	($33)
Tentative Map Time Extension	$189	$205	($16)
Tentative Parcel Map	$567	$616	($49)
Tentative Tract Map (Less than 50 lots)	$378	$411	($33)
Tentative Tract Map (50 lots or more)	$567	$616	($49)
Tentative Tract Map Condition Monitoring	$189	$205	($16)
Variance	$189	$205	($16)
Zone Change	$189	$205	($16)
Cannabis Retailer Conditional Use Permit (CUP)	$567	$616	($49)
Cannabis Cultivation, Manufacturing and Testing Laboratory Facilities Conditional Use Permit (CUP)	$567	$616	($49)
Cannabis Microbusiness Conditional Use Permit (CUP)	$567	$616	($49)
Custom Home Review	$378	$411	($33)
Development Agreement Amendment, Deposit	$378	$411	($33)
Home Occupation Permit	$189	$205	($16)
Phasing Map	$189	$205	($16)
Plot Plan			
With hearing	$567	$616	($49)
Without hearing (notice)	$567	$616	($49)
Without hearing (no notice)	$567	$616	($49)
Amended plot plan/substantial conformance	$189	$205	($16)
Administrative (Includes second units)	$189	$205	($16)
Subdivision Sales Office (Trailer) and Model Home Complexes-Temporary	$189	$205	($16)
Tentative Parcel Map			
Residential	$567	$616	($49)
Commercial	$567	$616	($49)
Tentative Tract or Condo Map	$567	$616	($49)
Tentative Tract or Parcel Map Revised	$567	$616	($49)
Precise Grading plan review, per sheet	$284	$308	($24)
Water/Sewer plan review, per sheet	$284	$308	($24)

Fee Name	Current Fee	Total Cost	Difference
3rd review and subsequential submittals (per hour)	$189	$205	($16)

All of the fees administered in relation to Fire Prevention under-recover. The largest under-recovery is under 'Fire Fees For High Pile Storage Permits (FHP)' for 'High Pile Storage > 100,000 sq. ft. Plan Check' and 'High Pile Storage > 100,000 sq. ft. Inspection' at $132. The smallest undercharges are for the 'Per Sprinkler Head' and 'Per Device' fees at $3 each.

ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Fire has a deficit of roughly $17,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 12: ANNUAL RESULTS – FIRE

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Sprinkler Permits	$61,328	$76,083	($14,755)
Alarm Permits	$6,715	$7,382	($667)
Water System Permits	$6,242	$6,779	($537)
Protection Systems Permits	$3,782	$4,103	($321)
Access & Water Reviews	$1,701	$1,848	($147)
Haz Mat Permits	$473	$513	($40)
Inspections	$1,134	$1,230	($96)
Miscellaneous Fees	$1,890	$2,051	($161)
Total	**$83,265**	**$99,989**	**($16,724)**

Fire has an annual cost recovery of roughly 83%. At roughly $15,000, the largest deficit is in relation to Fire Fees for Sprinkler Permits. This is primarily caused by the 'New 13D Fire Sprinkler System plan check (base fee)- New 13D Fire Sprinkler System inspection (per sprinkler head) (each separate plan type)' which has a deficit of roughly $11,000. A per-unit deficit of about $3 processed 3,759 times leads to this large deficit.

PARKS AND RECREATION

The Parks and Recreation Department oversees all City-sponsored community, recreational, and sports activities; maintenance of parks; senior services and activities; and special events. They are also responsible for rentals of various City-owned spaces and facilities. The fees examined in this study relate to facility rentals, event staffing, vendors, and special events. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by Parks and Recreation.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating 'Roosevelt Soccer Field' rental as that is no longer offered.
- **New Fees:** Staff proposed the addition of the following fees to better represent the rentals and services offered by the department:
    - 'Community Center Rental –Kitchen Only'
    - 'Art Welch Community Center' – Full Facility & Kitchen rentals
    - 'Refund Admin Fee'
    - 'Insurance Processing'
    - 'Custodial'
    - 'Vendor Fees'
    - 'Special Events' – Application fees for new and recurring
    - 'Staffing Fees – Special Events'
- **Expanded Fees:** The rental fees for the 'Playhouse Bowl Building' and the 'Roosevelt Park Building' were expanded to include separate Private and Non-Profit rates.
- **Modified Fees:** To clarify and streamline the fee schedule, the following modifications were proposed:
    - All rental fees were changed from a unit of 'Per Rental' to 'Per Day'.
    - The 'Ballfield Rental' fee was clarified to read 'Ballfield & Soccer Field Rental,' and the subcategories changed to 'Field Rental' and 'Field Lights'.
    - The 'Laura May Steward Building' rental fee was renamed 'Playhouse Bowl Building' to reflect the new name of the facility.

- The 'Staffing Fees' categories were changed from 'Monday – Thursday' to 'Monday – Friday'.

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Parks and Recreation staff.

DETAILED RESULTS

The Parks and Recreation Division collects fees for the municipal pool, activities, rentals, parks facilities, staffing, vendors and special events. Not all of these fees were evaluated through this study; the primary scope of this analysis was rental fees. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 13: TOTAL COST PER UNIT RESULTS – PARKS AND RECREATION

Fee Name	Current Fee	Total Cost	Difference
Municipal Pool			
Private Rentals	$161	$791	($630)
Cabana Rentals (during open swim)	$69	$134	($65)
Community Center Rental			
Private Rates:			
Gymnasium	$140	$248	($108)
Large Meeting Room	$70	$248	($178)
Small Meeting Room	$60	$132	($72)
Kitchen & Gym	$325	$265	$60
Kitchen Only	New	$138	N/A
Non-Profit Rates:			
Gymnasium	$70	$248	($178)
Large Meeting Room	$35	$248	($213)
Small Meeting Room	$35	$132	($97)
Kitchen & Gym	$200	$265	($65)
Kitchen Only	New	$138	N/A
Senior Center Rental			
Private Rates:			
Nutrition Site	$100	$171	($71)
Multi-Purpose Room	$90	$152	($62)
Non-Profit Rates:			
Nutrition Site	$55	$171	($116)
Multi-Purpose Room	$55	$152	($97)
Art Welch Community Center			
Private Rates:			
Full Facility Rental	New	$376	N/A
Kitchen Only	New	$127	N/A
Non-Profit Rates:			
Full Facility Rental	New	$376	N/A
Kitchen Only	New	$127	N/A
Parks Facilities			
Private Rates:			

Fee Name	Current Fee	Total Cost	Difference
Park Picnic Shelter	$30	$35	($5)
Ballfield & Soccer Field Rental			
Field Rental	$30	$36	($6)
Field Lights	$17	$37	($20)
Dysart Park	$145	$429	($284)
Amphitheater & Stage	$45	$140	($95)
Private Rates:			
Playhouse Bowl Building	$90	$88	$2
Roosevelt Park Building	$90	$97	($7)
Non-Profit Rates			
Playhouse Bowl Building	$90	$88	$2
Roosevelt Park Building	$90	$97	($7)
Staffing Fees			
Monday - Friday 8:00am - 5:00pm	$20	$99	($79)
Monday - Friday After 5pm, Sat, Sun and City Holidays	$27	$111	($84)
Misc. Fees			
Refund Admin Fee	New	$15	N/A
Insurance Processing	New	$15	N/A
Custodial	New	$170	N/A
Vendor Fees (City Events)			
Outdoor Crafts Fairs and Marketplaces:			
Daily	$5	$43	($38)
Yearly	$26	$217	($191)
Food Vendors			
Permitted through Riverside County	New	$130	N/A
Non-Permitted through Riverside County	New	$215	N/A
Petting Zoo	New	$195	N/A
Carnival	New	$195	N/A
Special Events			
Application Permit:			
New	New	$130	N/A
Recurring	New	$65	N/A
Staffing Fees - Special Events			
Police Officer	New	$180	N/A
Engineering (Street Closure)	New	$212	N/A
Fire Standby	New	Fire Fee	N/A
Fire Marshall Review	New	Fire Fee	N/A
Parks Staff	New	$156	N/A
Recreation Staff	New	$134	N/A
Water	New	$202	N/A
Electric	New	$225	N/A

The fees administered by Parks and Recreation are generally under-recovering. The fee with the largest under-recovery is the 'Private Rental' for pools at around $630 per hour, as that is exclusive private use of the facility. The smallest undercharge is in relation to rentals of the 'Park Picnic Shelter' at $5.

ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Parks and Recreation has a deficit of roughly $26,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 14: ANNUAL RESULTS – PARKS AND RECREATION

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Community Center Rental	$4,820	$7,710	($2,890)
Senior Center Rental	$235	$476	($241)
Parks Facilities	$5,666	$7,648	($1,982)
Staffing Fees	$6,009	$27,282	($21,274)
Total	**$16,730**	**$43,116**	**($26,386)**

Parks and Recreation has an annual cost recovery of roughly 39%. At approximately $21,000, the largest source of this deficit is in relation to Staffing Fees. The City should review these line items and were appropriate make updates to allow for greater cost recovery.

PLANNING

The Planning Division is responsible for monitoring compliance with zoning policies and implementing the City's general plan to ensure a high quality of life for residents. The fees examined within this study relate to appeals, conditional use permits, design review, environmental review, maps, amendments, signs, zoning, and cannabis business regulation, among others. The following subsections discuss fee schedule modifications detailed per unit results, and annual revenue impacts for the fee-related services provided by Planning.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** To better reflect the services currently offered by the City, staff proposed removing the following fees, as they are covered under other permit or no longer relevant as stand-alone fees:
    - 'Adult Ent Zoning Permit'
    - 'Cannabis Cultivation Permit - Personal'
    - 'Clarification of Ambiguity/Omission'
    - 'Environmental – EIR City Admin Charge'
    - 'Environmental – Environmental Assessment – ND or MND'
    - 'General Plan Amendment – Policy'
    - 'Lot Line Adjustment' (duplicate)
    - 'Request for Public Hearing'
    - 'Review for ADU New Construction'
- '**New Fees:** Staff proposed the addition of the following fees, which represent either services already offered but not codified on the fee schedule or new services the City is looking to provide:
    - 'Development Agreement Amendment'
    - 'Development Agreement Annual Review'
    - 'Environmental – Environmental Document Review"
    - 'Environmental – CEQA Determination'
    - 'Minor Exception – See BMC Section 17.80'
    - 'Noticing Fee for Public Hearing'

- 'Planning Hourly Support'
- 'SB9 Urban Lot Split - Two Unit Development'
- 'Technical Staff Review'
- 'Cannabis Regulatory Permit Renewal'

- **Expanded Fees:** Due to large variability in how the fees are administered, staff proposed expanding the following fee categories:
  - The 'Conditional Use Permit', 'Design Review', 'General Plan Amendment – Land Use', and 'Temporary Use Permit' fees were expanded to include two subcategories: 'Major' and 'Minor.'
  - Under 'Sign Permit', 'Sign Program' was added.
- **Modified Fees:** The following points highlight various miscellaneous modifications proposed by staff:
  - The 'Tentative Tract Map' fee was changed from 'Less than 50 lots' and '50 lots or more' to 'Less than 50 lots' plus an additional deposit amount per lot over 50 lots.
  - 'Pre App Review' was renamed to 'Pre-Application Conference Review'
  - The 'Tentative Tract Map – Condition Monitoring' fee was clarified to read 'Tentative Tract Map – Condition/MMRP Monitoring.'

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Planning staff.

DETAILED RESULTS

The Planning Division collects fees for zoning, use permits, design review, and environmental review, among other services. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 15: TOTAL COST PER UNIT RESULTS – PLANNING

Fee Name	Current Fee	Total Cost	Difference
Annexation Fee	$9,438	$10,000	($562)
Appeal of PC Decision	$1,895	$5,673	($3,778)
Appeal of Planning Dept. Decision	$3,624	$5,673	($2,049)
Certificate of Completion/Lot Line Adj	$2,036	$1,028	$1,008
Conditional Use Permit:			
Conditional Use Permit			
Minor	$4,888	$3,143	$1,745
Major	$4,888	$5,108	($220)
Conditional Use Permit Amendment	$4,531	$3,143	$1,388
CUP - Sexually Oriented Business	$2,396	$7,598	($5,202)
Design Review:			

Fee Name	Current Fee	Total Cost	Difference
Design Review			
Minor	$6,093	$6,581	($488)
Major	$6,093	$11,528	($5,435)
Design Review Amendment	$4,635	$3,350	$1,285
Development Agreements:			
Development Agreement	$27,753	$27,753	$0
Development Agreement Amendment	New	$13,899	N/A
Development Agreement Annual Review	New	$4,231	N/A
Environmental:			
Environmental Document Review	Actual Cost + 15%		
Environmental - Mitigation Monitoring	$5,335	Actual Cost + 15%	N/A
Environmental Filing Fee/ Environmental Fish and Game Fee	Actual Cost + 15%		
CEQA Determination	New	$509	N/A
Extension of Time: CUP or Design Review	$743	$1,635	($892)
General Plan Amendment:			
Land Use			
Minor	$8,296	$4,908	$3,388
Major	$8,296	$9,623	($1,327)
Lot Merger	$697	$696	$1
Minor Exception - See BMC Section 17.80	New	$1,668	N/A
Minor modification of an Application	$1,047	$1,045	$2
Mural permit	$673	$619	$54
Noticing Fee for Public Hearing	New	$1,006	N/A
Planning Hourly Support	New	$196	N/A
Planning letters	$174	$782	($608)
Pre-Application Conference Review	No Charge	$1,218	N/A
SB9 Urban Lot Split - Two Unit Development	New	$2,367	N/A
Sign Permit:			
Freestanding Sign	$517	$2,463	($1,946)
Panel Change Only	$112	$500	($388)
Sign Program	New	$2,004	N/A
Sign Review	$288	$816	($528)
Temp Signs	$288	$389	($101)
Site Plan Review	$890	$2,511	($1,621)
Specific Plan:			
Specific Plan	$17,215	$16,133	$1,082
Specific Plan Amend	$12,490	$11,656	$834
Temporary Use Permit:			
Major	$1,103	$2,454	($1,351)
Minor	$1,103	$1,275	($172)
Technical Staff Review[7]	New	$3,143	N/A
Unit Phasing Map	$437	$488	($51)
Variance	$4,423	$6,111	($1,688)

[7] BMC Section 17.104

Fee Name	Current Fee	Total Cost	Difference
Zone Change	$7,166	$11,331	($4,165)
Zone Text Amend.	$7,200	$12,600	($5,400)
Final Parcel Map	$992	$1,921	($929)
Final Tract Map:			
First 50 lots	$1,569	$1,701	($132)
51+ lots	$1,953	$1,701	$252
Landscape Review			
Minor	$969	$982	($13)
Major	$1,065	$2,947	($1,882)
Tentative Map Time Extension	$3,634	$5,108	($1,474)
Tentative Parcel Map	$8,550	$11,530	($2,980)
Tentative Tract Map:			
Less than 50 lots	$9,588	$15,824	($6,236)
50 lots or more	$10,652	$15,824	($5,172)
Condition/MMRP Monitoring	$5,335	$3,297	$2,038
CANNABIS BUSINESS FEES			
Cannabis Retailer Regulatory Permit	$5,180	$8,173	($2,993)
Cannabis Cultivation, Manufacturing, and Testing Laboratory Facilities Regulatory Permit	$4,870	$9,156	($4,286)
Cannabis Microbusiness Regulatory Permit	$5,180	$11,121	($5,941)
Cannabis Retailer Conditional Use Permit	$10,000	$10,000	$0
Cannabis Cultivation, Manufacturing, and Testing Laboratory Facilities Conditional Use Permit	$10,000	$10,000	$0
Cannabis Microbusiness Conditional Use Permit	$10,000	$10,502	($502)
Cannabis Regulatory Permit Renewal	New	$3,429	N/A

The fees administered by the Planning Division show a mix of under- and over-recoveries; most fees under-recover. The fee with the largest under-recovery is the 'Tentative Tract Map – Less than 50 lots' at around $6,236. The smallest undercharge is in relation to the 'Landscape Review – Minor' at $13. The largest overcharges are in relation to the 'General Plan Amendment – Land Use – Minor' at $3,388. This over-recovery highlights the importance of expanding the current fee categories to more accurately recover costs. The smallest over-recovery is for a 'Lot Merger' ($1).

ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Planning has a deficit of roughly $113,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 16: ANNUAL RESULTS – PLANNING

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Conditional Use Permit	$34,216	$27,896	$6,320
Design Review	$42,651	$65,855	($23,204)
Environmental	$90,385	$90,385	$0
Extension of Time: CUP or Design Review	$5,944	$13,080	($7,136)
Planning letters	$870	$3,910	($3,040)

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Sign Permit	$3,104	$8,733	($5,629)
Site Plan Review	$24,920	$70,308	($45,388)
Specific Plan	$12,490	$11,656	$834
Temporary Use Permit	$8,824	$14,916	($6,092)
Landscape Review	$15,975	$44,205	($28,230)
Tentative Map	$3,634	$5,108	($1,474)
Total	**$243,013**	**$356,052**	**($113,039)**

Planning has an annual cost recovery of roughly 68%. At about $45,000, the largest deficit is in relation to the 'Site Plan Review Fee'. A per-unit deficit of about $1,600 processed 28 times leads to this significant deficit. Another notable deficit comes from the Landscape Review Fees. There is a $28,000 deficit from the 'Landscape Review – Major' fee. A per-unit deficit of about $1,900 processed 15 times also leads to a large deficit. The City should review these line items and make adjustments where appropriate to allow for greater cost recovery.

POLICE

The Police Department is responsible enforcing the City's laws and protecting the safety of its residents and visitors. The fees examined within this study relate to providing reports, staffing special events, releasing vehicles, responding to false alarms, and other miscellaneous services offered by the Department. The following subsections discuss fee schedule modifications and detailed per unit results for the fee-related services provided by the Police Department.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fees, as these services are no longer offered by the City or are infrequently requested or enforced:
    - 'DUI – Investigation and Fine'
    - 'Enforcement Charge – Recovery'
    - 'K-9 Unit Service Charge'
    - 'Public Dance Fee'
    - 'Traffic Control Fee'
    - 'Bicycle Licenses '
    - 'Vacant & Distressed Building Fee'
- **Modified Fees:** The following points highlight various miscellaneous modifications proposed by staff:
    - The unit for 'Photo Sales Charges' was changed from 'Per Print' to 'Per CD / DVD / Flash Drive.'
    - The 'Tape Duplication Fee' was renamed 'Electronic Media Duplication Fee', and the unit was changed to 'Per CD / DVD / Flash Drive'.

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Police staff.

DETAILED RESULTS

The Police Department collects fees for reports, vehicle storage releases, livescan fingerprint fees and civil court case charges. The total cost calculated for each service includes direct staff costs and

Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 17: TOTAL COST PER UNIT RESULTS – POLICE

Fee Name	Current Fee	Total Cost	Difference
All Reports:[8]			
Black & White	$0.25	$0.25	$0
Color	$0.35	$0.35	$0
Photo Sales Charges	$10	$36	($26)
Electronic Media Duplication Fee	$15	$44	($29)
Report Request Form:[9]			
Black & White	$0.25	$0.25	$0.00
Color	$0.35	$0.35	$0.00
Photo Sales Charges	$10	$36	($26)
Electronic Media Duplication Fee	$15	$44	($29)
Special Events Charge (4 hr. minimum):			
Per Officer	$98	$180	($83)
Per Corporal	$105	$208	($103)
Per Sergeant	$120	$230	($110)
Per Lieutenant	$105	$268	($163)
Per Captain	$125	$269	($144)
Vehicle Storage Release:			
Vehicle Storage Release	$115	$126	($11)
30 Day	$115	$126	($11)
Clearance Letter Fee	$25	$48	($23)
Livescan Fingerprint Fee	$15	$48	($33)
Civil Court Case Charge		Actual Cost	
Repo Receipt Fee	$15	$24	($9)

The fees administered by the Police Department generally under-recover the associated costs. The fee with the largest under-recovery is the 'Special Events Charge (4 hr. minimum) – Per Captain' at around $144. The smallest undercharge is in relation to the 'Repo Receipt Fee' at $9.

ANNUAL REVENUE IMPACT

The Police Department does not keep records of Fingerprints, Vehicle Storage Releases, Repossessions, and False Alarm Responses in sufficient detail to allow for the calculation of revenue by type; therefore, annual revenue impacts were not calculated.

[8] GOV § 6253(b)
[9] GOV § 6253(b)

UTILITY BILLING

The City has various miscellaneous fees charged by its water and electric utilities, within the Public Works Department, that were examined in this study. These fees include account setup, disconnections and reconnections of service, and various related tests. The following subsections discuss fee schedule modifications and detailed per unit results for the Utility Billing fee-related services.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fees as these services are covered under Electric and Water Fees:
  - 'Trespass/Diversion/Theft of Service'
  - 'Meter Test/2nd request within one year'
- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule, or new services the City is looking to provide:
  - 'Radio Wire Repair Fee'
  - 'Broken Meter Box Replacement'
- **Condensed Fees:** To streamline the fee schedule, staff proposed condensing the following fees:
  - Under 'Electric / Water Deposit',' 'All Other Classes of Service' and 'Reconnection After Processing for Non-Payment' were removed to consolidate this section.

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Utility Billing staff.

DETAILED RESULTS

The Utility Billing Division collects fees electric and water deposits, broken lock fees, and electric and water account setups. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 18: TOTAL COST PER UNIT RESULTS – UTILITY BILLING

Fee Name	Current Fee	Total Cost	Difference
Electric / Water Deposit:			
Electric / Water Deposit - Residential - Initial - Credit Check			
Green Rating	$0	$26	($26)
Yellow Rating	$100	$105	($5)
Red Rating	$150	$158	($8)

Fee Name	Current Fee	Total Cost	Difference
No Credit Check	$0	$26	($26)
Letter of Credit	$150	$158	($8)
Cut/Broken Lock Fee	$15	$72	($57)
Radio Wire Repair Fee	New	$414	N/A
Broken Meter Box Replacement	New	$1,148	N/A
Electric / Water Account Set:			
Next business day	$30	$415	($385)
Same Day (8:00 a.m. to 12:00 p.m.; 1:00-3:00pm)	$45	$415	($370)
After Hours (3:00 - 8:00 a.m. next business day & holidays and weekends)	$219	$384	($165)
Miscellaneous Fees			
Delinquent Notice Fee	$18.00	$200	($182)
Door Hanger Fee	$13.50	$296	($283)

The fees administered by the Utility Billing Division generally under-recover the associated costs. The largest under-recovery is for 'Electric / Water Account Set – Next Business Day' at $385. The smallest undercharge is for the 'Electric / Water Deposit: Electric / Water Deposit - Residential - Initial - Credit Check - Yellow Rating' at $5.

ANNUAL REVENUE IMPACT

No line-item-level information is currently tracked for these services; therefore, annual revenue impacts were not calculated.

WATER & WASTEWATER

The Water Division, within the Public Works Department, is responsible for managing the City's water infrastructure to ensure the provision of a safe and reliable water supply to community members. The fees examined within this study relate to new water service connections, meter installation and inspection, fire flow testing, as well as wastewater services. The following subsections discuss fee schedule modifications and detailed per unit results for the fee-related services provided by the Water and Wastewater Divisions.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** Staff proposed the addition of the 'Installation of Angle Valve Fee' to better capture a service not currently provided; as well as a Wastewater fee section to capture the services that are provided by Wastewater but currently not codified on the master fee schedule.
- **Expanded Fees**: Due to variability in how the fees are administered, staff proposed expanding 'Construction water meter deposit (hydrant meter)' into the size of the meters.

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Water staff.

DETAILED RESULTS

The Water Division collects fees for water meter reinstallations, water meter tests, water backflow/cross connection, and construction water meter deposits. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 19: TOTAL COST PER UNIT RESULTS – WATER & WASTEWATER

Fee Name	Current Fee	Total Cost	Difference
Water Meter Reinstallation Fee:			
3/4" Meter	$142	$405	($263)
1" Meter	$142	$405	($263)
1 1/2 " Meter	$142	$835	($693)
2" Meter	$142	$835	($693)
Anything larger than 2"	$142	$1,389	($1,247)
Water Meter Installation Fee of (Brand New Service):			
3/4" Meter	$285	$563	($278)
1" Meter	$414	$588	($174)
1 1/2 " Meter	$608	$1,176	($568)
2" Meter	$875	$1,227	($352)
Anything larger than 2"	T & M	Actual Cost	N/A

Fee Name	Current Fee	Total Cost	Difference
Water Meter Test Fee:			
First Test			
3/4" Meter	$0	$833	($833)
1" Meter	$0	$853	($853)
1 1/2 " Meter	$0	$1,291	($1,291)
2" Meter	$0	$1,292	($1,292)
Anything larger than 2"	$0	Actual Cost	N/A
Each Additional Test			
3/4" Meter	$100	$833	($733)
1" Meter	$100	$853	($753)
1 1/2 " Meter	$100	$1,291	($1,191)
2" Meter	$100	$1,292	($1,192)
Anything larger than 2"	$100	Actual Cost	N/A
Water Backflow/Cross Connection Testing:			
1" Meter	$82	$296	($214)
1 1/2 " Meter	$82	$296	($214)
2" Meter	$82	$296	($214)
Anything larger than 2"	$82	$398	($316)
Fire Protection Meter	$82	$500	($418)
Backflow Device Installation - Time & Materials	T & M	Actual Cost	N/A
Fire Flow Test:			
4" - 8"	$95	$1,190	($1,095)
10" and above	$95	$1,608	($1,513)
Installation of Gate Valve Fee:			
Installation of Gate Valve Fee	$87	$214	($127)
Installation of Gate Valve Fee - Materials	Actual Cost	Actual Cost	N/A
Installation of Angle Valve Fee:			
Installation of Angle Valve Fee - 3/4"	New	$861	N/A
Installation of Angle Valve Fee - 1"	New	$918	N/A
Water Service Lateral Installation:			
3/4" Meter	$4,025	$12,238	($8,213)
1" Meter	$4,140	$12,238	($8,098)
1 1/2" Meter	$4,685	$22,519	($17,834)
2" Meter	$4,855	$22,520	($17,665)
>2" Meter	T & M	Actual Cost	N/A
Construction water meter deposit (hydrant meter):			
3" Water Meter Deposit (Per Meter)	$800	$2,700	($1,900)
4" Water Meter Deposit (Per Meter)	$800	$4,048	($3,248)
6" Water Meter Deposit (Per Meter)	$800	$5,400	($4,600)
Sewer Connection Investigation - Dye Check	$95	$478	($383)
Trespass/Diversion/Theft of Service:			
1st offense	$300	$876	($576)
2nd offense	$600	$876	($276)
Water Plan Review			
Building Plan Review			
Single-Family Residential	New	$198	N/A
Commercial	New	$596	N/A

Fee Name	Current Fee	Total Cost	Difference
Planning Entitlement Reviews	New	$298	N/A
Engineering Application Support	New	$198	N/A
Wastewater Fees			
FOG (Fats, Oils, and Grease)			
Inspection	New	$121	N/A
Re-Inspection	New	$121	N/A
Industrial Waste Inspection (incl. Permit)	New	$500	N/A
Industrial Waste Re-Inspection	New	$297	N/A
Installation of Long-Side Sewer Lateral	New	T&M	N/A
Installation of Short-Side Sewer Lateral	New	T&M	N/A
CCTV Investigation (non-dye testing purposes)	New	T&M	N/A
Sewer Main Line Cleaning (non-routine cleaning)	New	T&M	N/A

The fees administered by the Water Division generally under-recover the associated costs. The largest under-recovery is for 'Water Service Lateral Installation - 1 1/2" Meter' at $17,834. The smallest undercharge is for the 'Installation of Gate Valve Fee' at $127.

ANNUAL REVENUE IMPACT

No detailed line-item information is currently tracked for these services; therefore, annual revenue impacts were not calculated.

DEVELOPMENT SERVICES SURCHARGES

There are two typical surcharges assessed as part of the development review process – General Plan Maintenance Fee and Technology fee. Currently, the City of Banning assesses both through a Plan Storage, Asset Management, & GIS Maintenance Fee and a Technology Surcharge. The following subsections discuss the calculation of these fees.

GENERAL PLAN MAINTENANCE FEE

A General Plan Maintenance fee is meant to account for updates to the general plan, zoning ordinance, housing elements, and other long-range planning activities that are part of the larger General Plan.

The General Plan Maintenance fee is governed by Government Code Section 66014(b) which states that fees "may include the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and recommendations." This code states that fees can be charged against zoning changes, zoning variances, use permits, building inspections, and filing applications.

More typically, the fee is charged during the building permit phase to ensure any development project, which gets to that phase, makes enough of an impact to require the need for an update to the Zoning Code or the General Plan. This fee should only be applied to major building permits (i.e., new or remodel / tenant improvements) rather than standalone permits, such as, water heaters or electrical outlets.

The project team estimated the cost associated with conducing a general plan update and annualized it over the life of the general plan. The annual cost to estimate to the City for updating their general plan is roughly $125,000.

The City currently assesses their fee as a flat rate. The project team recommends that the fee be assessed as a percentage of the building permit revenue to allow for the strongest nexus. Due to this, the project team took the annual cost and divided it by the building permit revenue for new construction and tenant improvements. The following table shows this calculation:

TABLE 20: GENERAL PLAN MAINTENANCE FEE CALCULATION

Category	Valuation
Total Annual Cost	$125,000
New Construction Building Permit Revenue	$1,816,060
General Plan Maintenance Fee	**6.88%**

The calculated General Plan Maintenance Fee is 6.88% of the Building Permit fee. Below is a comparison of the calculated fee to the City's current fee.

TABLE 21: GENERAL PLAN MAINTENANCE FEE – CURRENT FEE AND TOTAL COST

Fee	Current Fee	Total Cost
General Plan Update	$75.00 per permit	6.88%

Due to the change in how the fee is administered it is difficult to compare the current fee to the full cost calculated.

As part of this analysis, the project team conducted a comparative survey of other local jurisdictions and their assessment of a General Plan Maintenance Fee. Like other comparative efforts, the survey below simply shows the fees charged by the jurisdiction and does not include the basis upon which the other jurisdictions calculated or developed their fee. The following table shows the results of this comparative analysis:

TABLE 22: GENERAL PLAN MAINTENANCE FEE – COMPARATIVE SURVEY

Jurisdiction	Fee Amount
Beaumont	N/A
Colton	1.25% of Permit Fee
Desert Hot Springs	5% of Permit Fee
Palm Desert	N/A
Palm Springs	0.07% of Valuation
Redlands	$0.10/s.f.
Riverside	10% of Permit Fee
Yucaipa	N/A

The proposed methodology of 6.88% of permit fees would put the fee in alignment with Desert Hot Springs and below Riverside.

TECHNOLOGY SURCHARGE FEE

A Technology Fee allows a jurisdiction to support the costs associated with its permitting system, staff time for managing the systems, acquiring the system, mobile devices used for permitting, etc. The project team used the estimated replacement costs for the software system divided by the lifecycle of the system to calculate the annual permit-related technology costs. The estimated annual costs are approximately $200,000. The City currently assesses technology fees based on a percentage of the permit fee. To calculate the fee in that manner, the project team took the annual software cost and divided it by the anticipated permit-based revenue for all divisions that would utilize the system. The following table shows this calculation:

TABLE 23: TECHNOLOGY SURCHARGE CALCULATION

Category	Valuation
Total Annual Cost	$200,000
Total Permit Fee Cost	$3,329,218
Technology Fee	**6%**

The calculated technology fee would be 6% of the permit or project fee. Therefore, if a permit was $100, the fee would be $6.00, and if it was a $1,000, the permit fee would be $60. This allows the fee to scale depending on the project and is applicable to more than just Building or Fire Prevention. Below is a comparison of the calculated fee to the City's current fee, and the associated difference.

TABLE 24: TECHNOLOGY SURCHARGE – CURRENT FEE AND TOTAL COST

Fee	Current Fee	Total Cost	Difference
Technology Surcharge	2.50%	6%	(3.50%)

Based on the City's current fee, the City under-recovers by 3.50% for its technology fee.

As part of this analysis, the project team conducted a comparative survey of other local jurisdictions and their assessment of a Technology Fee. Like other comparative efforts, the survey below simply shows the fees charged by the jurisdiction and does not include the basis upon which the other jurisdictions calculated or developed their fee. The following table shows the results of this comparative analysis:

TABLE 25: TECHNOLOGY SURCHARGE – COMPARATIVE SURVEY

Jurisdiction	Fee Amount
Beaumont	3.29% of Permit Fee
Colton	N/A
Desert Hot Springs	5% of Permit Fee
Palm Desert	N/A
Palm Springs	0.109% of Valuation
Redlands	N/A
Riverside	4% of Permit Fee
Yucaipa	N/A

The surveyed jurisdictions charge fees similar to the way Banning currently charges its fee. The full cost fee of 6% of permit fees would put the fee higher than those in Desert Hot Springs and Riverside.

SURCHARGE FUND BEST PRACTICES

It is a best practice to collect and account for General Plan Maintenance and Technology surcharges in separate accounts, as doing so ensures compliance with funding requirements, enables appropriate allocation of funds to general plan or technology-related activities, and mitigates any potential issues with the comingling of funds. The City should consider tracking their General Plan Maintenance and Technology revenue and expenditures in a separate fund from the General Fund or a separate subaccount within the General Fund.

COST RECOVERY CONSIDERATIONS

The following sections provide guidance regarding how and where to increase fees, determine annual update factors, and develop cost recovery policies and procedures.

FEE ADJUSTMENTS

This study has documented and outlined on a fee-by-fee basis where the City is under- and over-collecting for its fee-related services. City and Department management will now need to review the study results and adjust fees per Departmental and City philosophies and policies. The following dot points outline the major options the City has in adjusting its fees:

- **Over-Collection:** Upon review of the fees that were shown to be over-collecting for costs of services provided, the City should reduce the current fee to be in line with the full cost of providing the service.
- **Full Cost Recovery:** For fees that show an under-collection for costs of services provided, the City may decide to increase the fee to full cost recovery immediately.
- **Phased Increase:** For fees with significantly low-cost recovery levels, or which would have a significant impact on the community, the City could choose to increase fees gradually over a set period.

The City will need to review the results of the fee study and associated cost recovery levels and determine how best to adjust fees. While decisions regarding fees that currently show an over-recovery are straightforward, the following subsections provide further detail on why and how the City should consider either implementing Full Cost Recovery or a Phased Increase approach to adjusting its fees.

FULL COST RECOVERY

Based on the permit or review type, the City may wish to increase the fee to cover the full cost of providing services. Certain permits may be close to cost recovery already, and an increase to full cost may not be significant. Other permits may have a more significant increase associated with full cost recovery.

Increasing fees associated with permits and services that are already close to full cost recovery can potentially bring a Department's overall cost recovery level higher. Often, these minimal increases can provide necessary revenue to counterbalance fees that cannot be increased.

The City should consider increasing fees for permits for which services are rarely engaged to full cost recovery. These services often require specific expertise and can involve more complex research and review due to their infrequent nature. As such, setting these fees at full cost recovery will ensure that when the permit or review is requested, the City is recovering the full cost of its services.

PHASED INCREASES

Depending on current cost recovery levels, some current fees may need to be increased significantly to comply with established or proposed cost recovery policies. Due to the type of permit or review or the amount by which a fee needs to be increased, it may be best for the City to use a phased approach to reaching its cost recovery goals.

As an example, you may have a current fee of $200 with a full cost of $1,000, representing 20% cost recovery. If the current policy is 80% cost recovery, the current fee would need to increase by $600, bringing the fee to $800, to comply with proposed recovery levels. Assuming this service is something the City provides quite often and affects various members of the community, an instant increase of $600 may not be feasible. Therefore, the City could take a phased approach, whereby it increases the fee annually over a set period until cost recovery is achieved.

Raising fees over a set period not only allows the City to monitor and control the impact to applicants but also ensure that applicants have time to adjust to significant increases. Continuing with the example above, the City could increase the fee by $150 per year for the next four years, spreading out the increase. Depending on the desired overall increase and the impact to applicants, the City could choose to vary the number of years by which it chooses to increase fees. However, the project team recommends that the City not phase increases for periods greater than five years, as that is the maximum window after which a comprehensive fee assessment should be completed.

ANNUAL ADJUSTMENTS

Conducting a comprehensive analysis of fee-related services and costs annually would be quite cumbersome and costly. The general recommendation is that a comprehensive fee analysis should be conducted every three to five years. This allows jurisdictions to ensure they account for organizational changes, such as staffing levels and merit increases, and process efficiencies, code or rule changes, or technology improvements. Developing annual update mechanisms allow jurisdictions to maintain current levels of cost recovery, while accounting for increases in staffing or expenditures related to permit services. The two most common types of update mechanisms are Consumer Price Index (CPI) and Cost of Living Adjustment (COLA) factors. The following points provide further detail on each of these mechanisms:

- **COLA / Personnel Cost Factor:** Jurisdictions often provide their staff with annual salary adjustments to account for increases in local cost of living. These increases are not tied to merit or seniority but rather meant to offset rising costs associated with housing, gas, and other livability factors. Sometimes these factors vary depending on the bargaining group of a specific employee. Generally, these factors are around two or three percent annually.
- **CPI / ECI Factor:** A common method of increasing fees or cost is to look at regional cost indicators, such as the Consumer Price Index or Employment Cost Index. These factors are calculated by the Bureau of Labor Statistics, are put out at various intervals within a year, and are specific to states and regions.

The City of Banning should review its current options internally (COLA) as well as externally (CPI / ECI) to determine which option better reflects the goals of the Departments and the City. If choosing a CPI / ECI factor, the City should outline which CPI / ECI should be used, including specific region and adoption date. If choosing an internal factor, the City should be sure to specify which factor if multiple exist.

POLICIES AND PROCEDURES

This study has identified areas where the City is under-collecting the costs associated with providing services. This known funding gap is therefore being subsidized by other City revenue sources.

Development of cost recovery policies and procedures will ensure that current and future decision makers understand how and why fees were determined and set, as well as provide a road map for ensuring consistency when moving forward. The following subsections outline typical cost recovery levels and discuss the benefits of developing target cost recovery goals and procedures for achieving and increasing cost recovery.

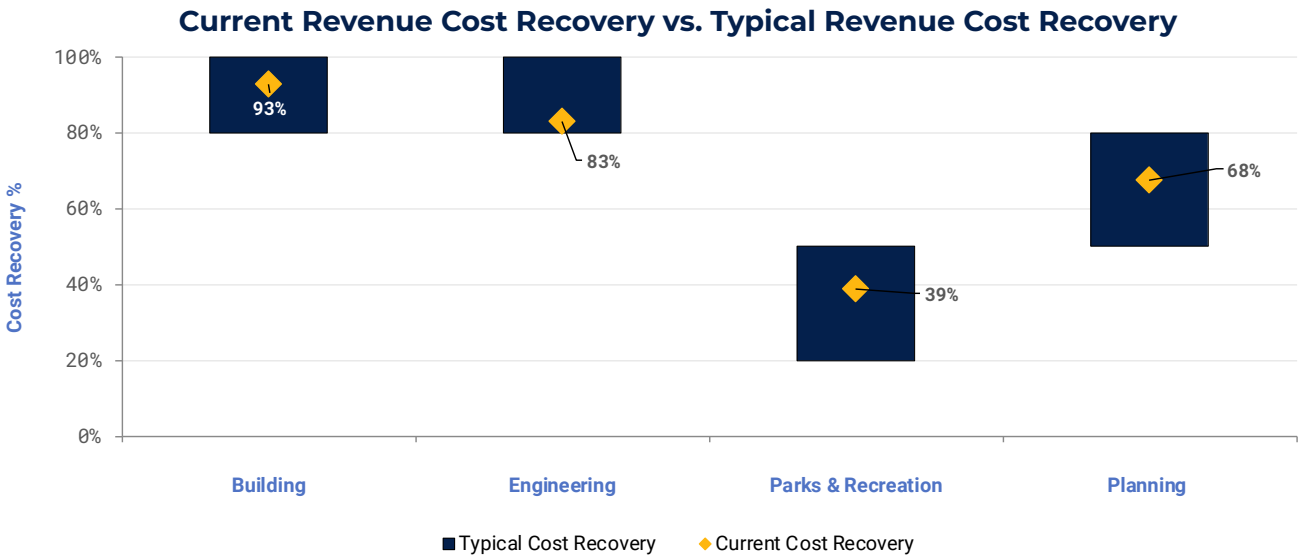
TYPICAL COST RECOVERY

The Matrix Consulting Group has extensive experience in analyzing local government operations across the United States and has calculated typical cost recovery ranges. The following table outlines cost recovery ranges by major service area.

TABLE 26: TYPICAL COST RECOVERY RANGES BY MAJOR SERVICE AREA

Service Areas	Typical Cost Recovery Ranges
Building	80-100%
Engineering	80-100%
Parks and Recreation	20-50%
Planning	50-80%

Information presented in the table above is based on the Matrix Consulting Group's experience in analyzing local governments' operations across the United States and within California and reflects typical cost recovery ranges observed by local adopting authorities. The following graph depicts how Banning compares to industry cost recovery range standards.



All of the divisions are all within the typical cost recovery range.

DEVELOPMENT OF COST RECOVERY POLICIES AND PROCEDURES

The City should review the current cost recovery levels and adopt a formal policy regarding cost recovery. This policy can be general in nature and can apply broadly to the City as a whole or to each department and division specifically. A department-specific cost recovery policy would allow the City to better control the cost recovery associated with different types of services being provided and the community benefit received.

APPENDIX – COMPARATIVE SURVEY

As part of the Cost of Services (User Fee) study for the City of Banning, Matrix Consulting Group conducted a comparative survey of user fees. The City identified eight municipalities to be included in the comparative survey: Beaumont, Colton, Desert Hot Springs, Palm Desert, Palm Springs, Redlands, Riverside, and Yucaipa. The project team then reviewed public documents (i.e., agenda items, staff reports, budgets, fee schedules, and ordinances) and or contacted jurisdictions to get comparative information.

While this full report provides the City with a reasonable estimate and understanding of the true costs of providing services, many jurisdictions also wish to benchmark themselves against other comparable jurisdictions to understand the local "rates" for comparable services. This type of comparative analysis allows for the City to assess what types of changes in fee levels their community can bear. However, benchmarking does not provide adequate information regarding the relationship of other jurisdiction's costs to their fees (i.e., policy decisions to subsidize, cost recovery goals, etc.). To contextualize this portion of the analysis, the project team provided economic and recency factors for the comparable jurisdictions.

The following sections detail various factors to consider when reviewing comparative survey results, as well as graphical comparisons of current fees and total calculated costs for various permits issued or services provided by the City.

ECONOMIC FACTORS

To provide additional context to the comparative survey information, the project team collected economic factors for the jurisdictions included. Three important economic factors to consider when comparing fees across multiple jurisdictions are: population, budget, and workforce size. These factors can impact how and when fees are administered, as a jurisdiction with a smaller population may choose to not charge a fee, or a smaller workforce size may inhibit their ability to administer a fee.

The following tables rank each jurisdiction from smallest to largest for each of these economic factors:

TABLE 27: RANKING OF JURISDICTIONS BY POPULATION

Jurisdiction	Population[10]
Banning	**31,949**
Desert Hot Springs	33,262
Palm Springs	44,476
Palm Desert	51,980
Colton	53,278
Yucaipa	54,838

[10] California Finance estimates as of 1/1/2025 were used to determine each jurisdiction's population.

Jurisdiction	Population[10]
Beaumont	59,708
Redlands	73,488
Riverside	320,337

TABLE 28: RANKING OF JURISDICTIONS BY CITYWIDE TOTAL BUDGET

Jurisdiction	FY25-26 Budget[11]
Yucaipa	$85,321,266
Beaumont	$92,546,332
Desert Hot Springs	$108,379,566
Redlands	$133,374,886
Banning	**$161,805,963**
Palm Springs	$186,533,002
Palm Desert	$224,897,237
Colton	$244,076,225
Riverside	$1,338,673,492

TABLE 29: RANKING OF JURISDICTIONS BY FTE

Jurisdiction	FY25-26 Authorized FTE
Yucaipa	85
Redlands	140
Desert Hot Springs	144
Banning	**248**
Palm Desert	253
Beaumont	279
Colton	360
Palm Springs	668
Riverside	2,737

When compared to the surveyed jurisdictions, the City of Banning ranks near the bottom in terms of population, and in the middle for budget and staffing.

RECENCY FACTOR

While the above comparative information can provide some perspective when paralleling Banning's fees with surveyed jurisdictions, other key factors to consider are when a jurisdiction's fee schedule was last updated and when the last comprehensive analysis was undertaken. It is important to note that even though jurisdictions may have conducted recent fee studies, their fees are not always adopted at full

[11] To ensure appropriate comparisons, full operating budget (all funds) has been used for all jurisdictions.

cost recovery. The comparative results only show the adopted fee for the surveyed jurisdiction, not necessarily the full cost associated with the comparable service.

The following tables detail when each surveyed jurisdiction last conducted a fee analysis and when they last updated their fee schedule:

TABLE 30: LAST FEE SCHEDULE UPDATE

Jurisdiction	Response
Riverside	2025
Colton	2024
Redlands	2023
Beaumont	2023
Yucaipa	2023
Palm Springs	2023
Desert Hot Springs	2021
Palm Desert	2014

TABLE 31: LAST FEE STUDY CONDUCTED

Jurisdiction	Response
Desert Hot Springs	2024
Redlands	2020
Beaumont	2023
Yucaipa	2022
Palm Springs	2022
Colton	2020
Riverside	N/A
Palm Desert	N/A

With the exception of Desert Hot Springs and Riverside, all surveyed jurisdictions have not published an updated fee schedule within the last year. Additionally, all the jurisdictions have conducted a fee study within the last five years. The city of Santa Ana and the city of Riverside does not have available data on their most recent fee study.

ADDITIONAL FACTORS

Along with keeping the statistics outlined in the previous sections in mind, the following issues should also be noted regarding the use of market surveys in the setting of fees for service:

- **Cost Recovery Factors:** Each jurisdiction and its fees are different, and many are not based on the actual cost of providing services as various policy decisions may subsidize services.
- **Fee Variance Factors:** The same "fee" with the same name may include different steps or sub-activities. Jurisdictions also provide varying levels of service and have varying levels of costs associated with providing services such as staffing levels, salary levels, indirect overhead costs, etc.

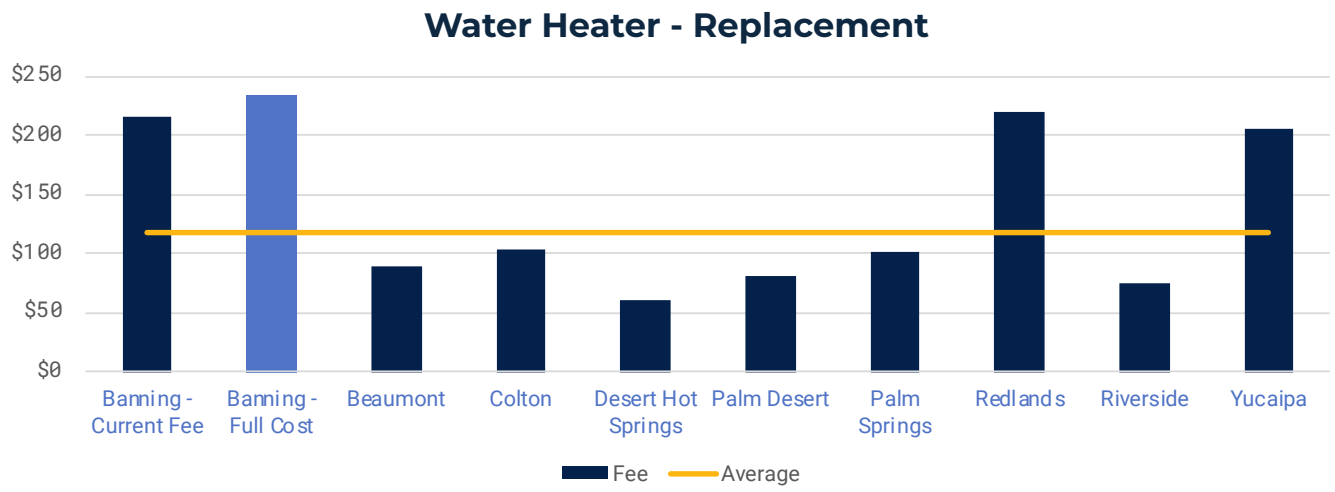
In addition to the issues noted, market surveys can also run the risk of creating a confusing excess of data that will obscure rather than clarify policy issues. Because each jurisdiction is different, the Matrix Consulting Group recommends that the information contained in the market comparison of fees be used as a secondary decision-making tool, rather than the primary method for determining an acceptable price point for services.

COMPARATIVE SURVEY RESULTS

As part of this study, the project team conducted a survey of how the City's current user fees and calculated full cost compare to other identified jurisdictions. The following subsections provide a comparative look at several fee-related services provided by the City versus the surveyed jurisdictions.

HEATER - REPLACEMENT

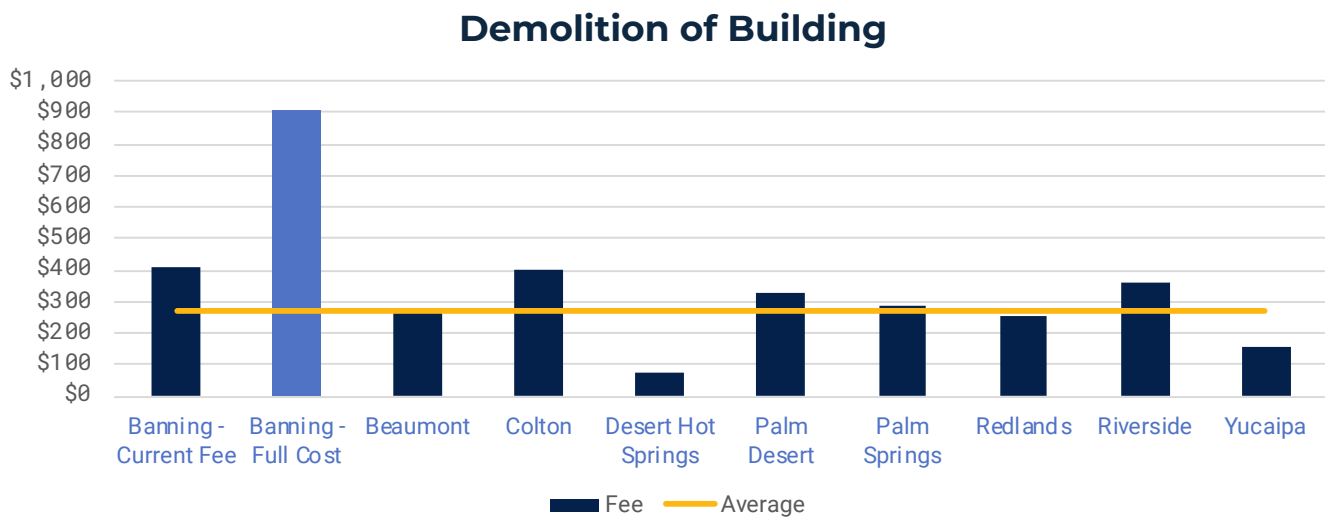
Building currently charges a fee of $216 for a replacement heater. Through this study, the project team calculated the full cost of this service to be $234. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is most comparable to Redlands fee of $220. Banning's full cost calculated is the highest fee and is above the jurisdictional average of $117. Desert Hot Springs charges the lowest for this fee at $61.

DEMOLITION OF BUILDING

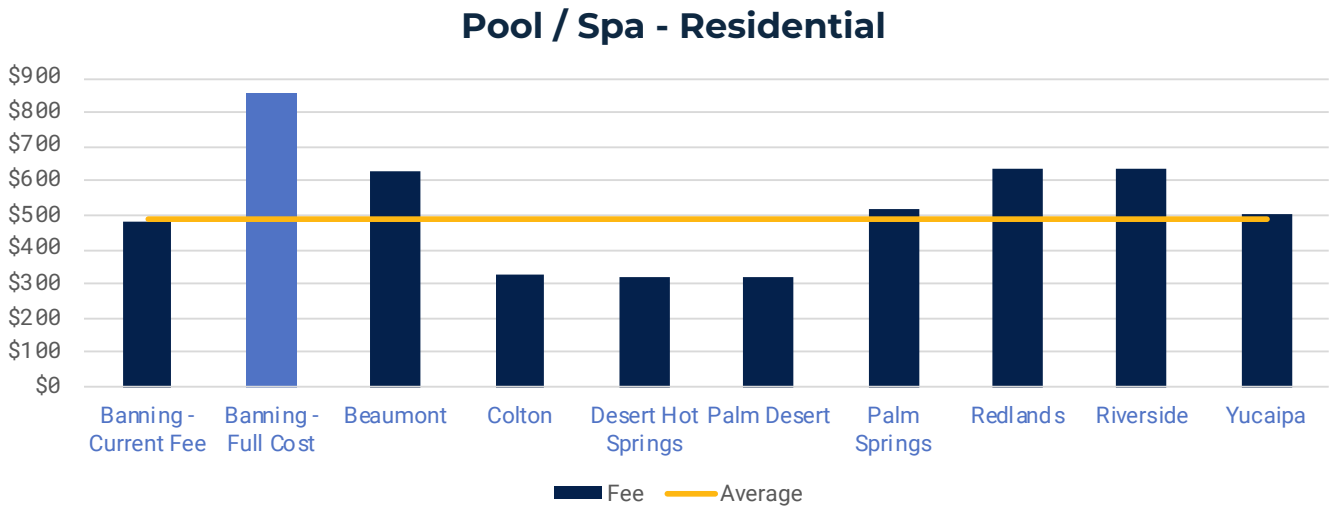
Building currently charges a fee of $408 for the demolition of a building. Through this study, the project team calculated the full cost of this service to be $904. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is the second highest fee, above Colton ($400). Their full cost calculated is the highest and is above the jurisdictional average of $267. Desert Hot Springs charges the lowest for this fee at $75.

POOL / SPA - RESIDENTIAL

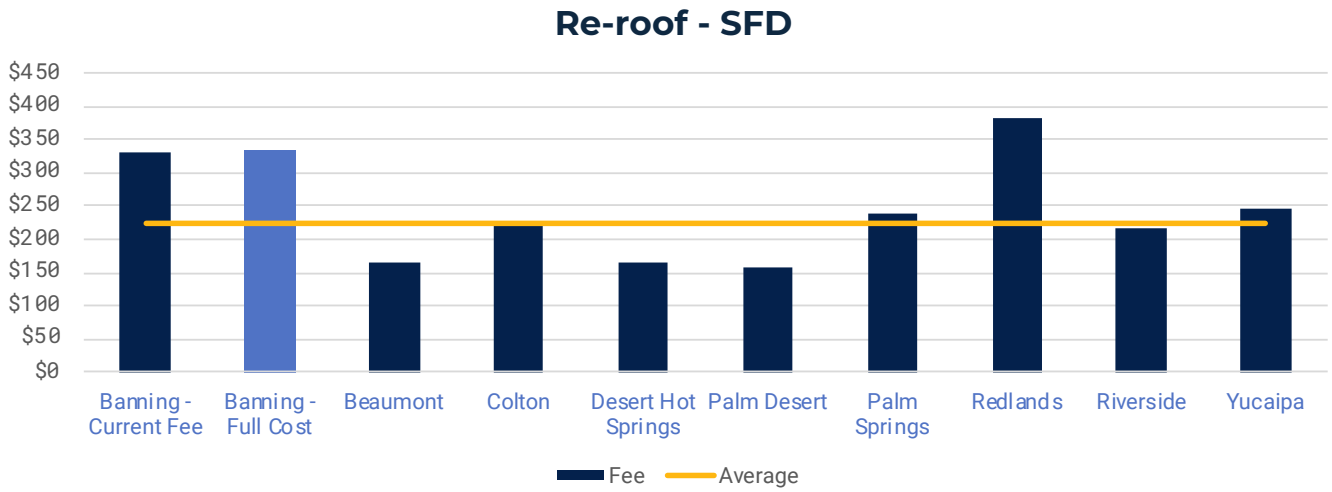
Building currently charges a fee of $484 for plan check and inspection of a residential pool or spa. Through this study, the project team calculated the full cost of this service to be $853. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is right below the jurisdictional average of $486. The full cost calculated is the highest and is most comparable with Redlands ($639). Desert Hot Springs and Palm Desert both charge the lowest for this fee at $318.

RE-ROOF - SFD

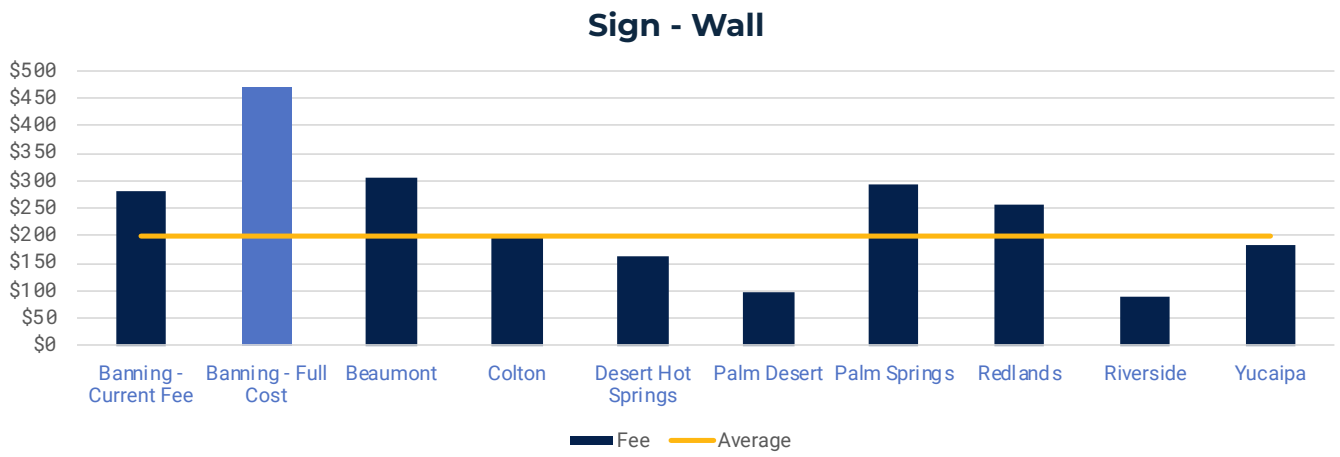
Building currently charges a fee of $330 for plan check and inspection of a single family dwelling re-roof. Through this study, the project team calculated the full cost of this service to be $333. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is the second highest fee and is above the jurisdictional average of $224. The full cost calculated is most comparable with Redlands' fee of $383.

SIGN - WALL

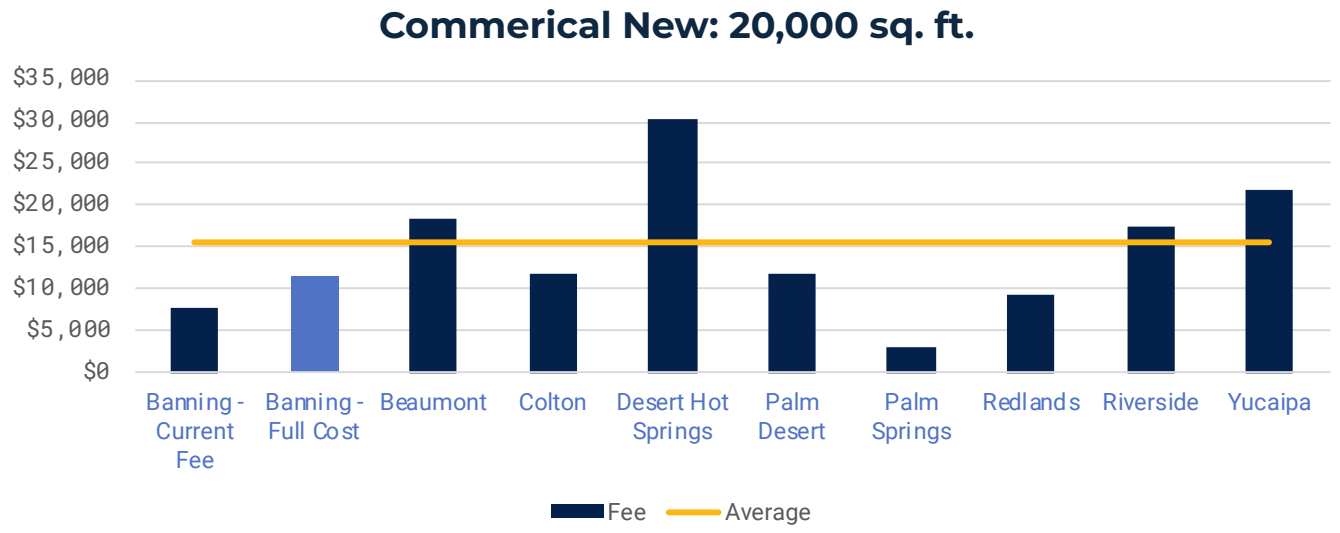
Building currently charges a fee of $279 for plan check and inspection of a Wall Sign. Through this study, the project team calculated the full cost of this service to be $467. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is most comparable with Palm Springs fee of $294. Banning's full cost calculated is the highest and is above the jurisdictional average of $199. Riverside charges the lowest for this fee at $89.

COMMERICAL NEW: 20,000 SQ. FT.

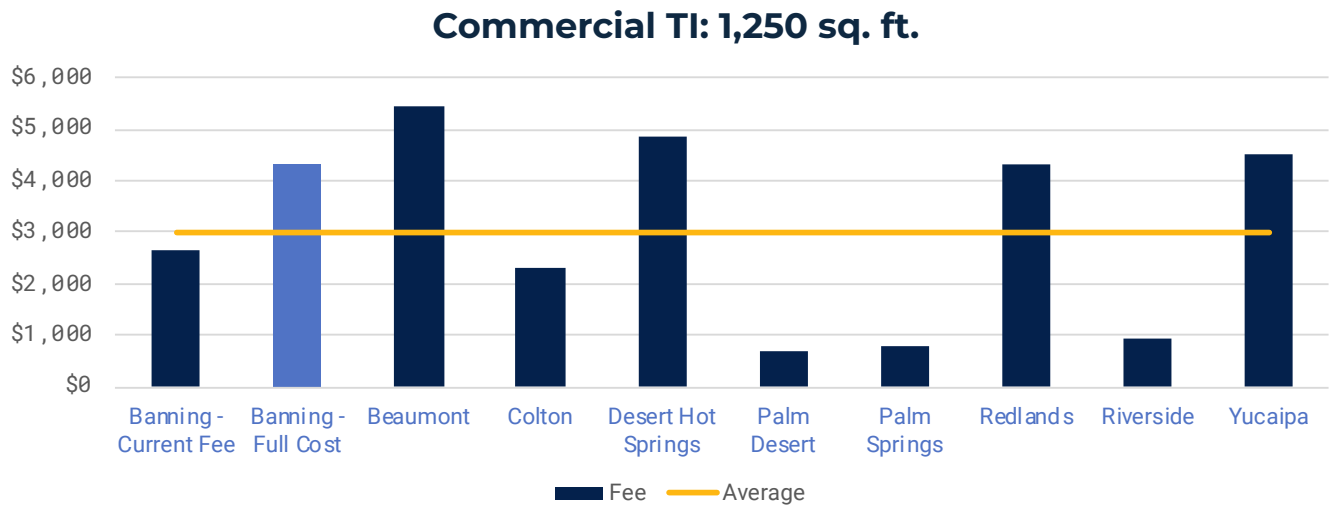
Building currently charges a fee of $7,645 for plan checking and inspecting a new 20,000-square-foot commercial building, valued at $3 million. Through this study, the project team calculated the full cost of this service to be $11,640. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee of $7,645 is significantly lower than most jurisdictions, with Palm Springs' fee of $3,084 being the lowest. Banning's full cost of $11,640 is below the jurisdictional average of $15,504. The highest fee is from Desert Hot Springs at $30,219.

COMMERCIAL TI: 1,250 SQ. FT.

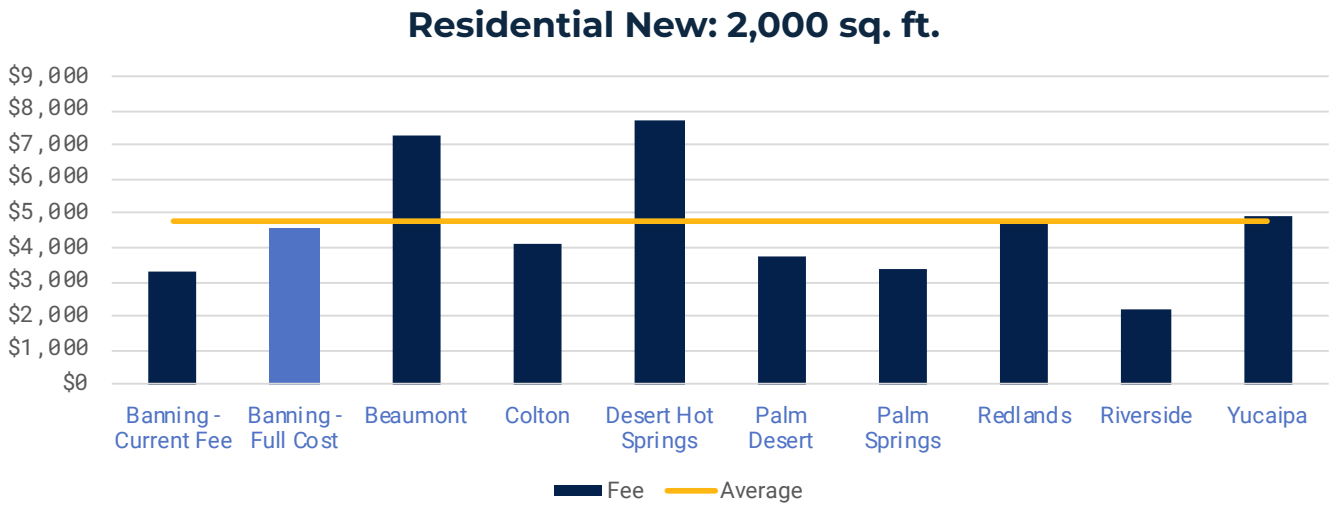
Building currently charges a fee of $2,675 for plan checking and inspecting a 1,250-square-footage commercial tenant improvement and valued at 275,000. Through this study, the project team calculated the full cost of this service to be $4,311. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee of $2,675 is just under the jurisdictional average of $2,981, with Colton's fee of $2,329 being the most comparable. Banning's full cost of is significantly higher than its current fee and above the jurisdictional average. Palm Desert charges the lowest fee at $688, while Desert Hot Springs charges the highest at $4,850.

RESIDENTIAL NEW: 2,000 SQ. FT.

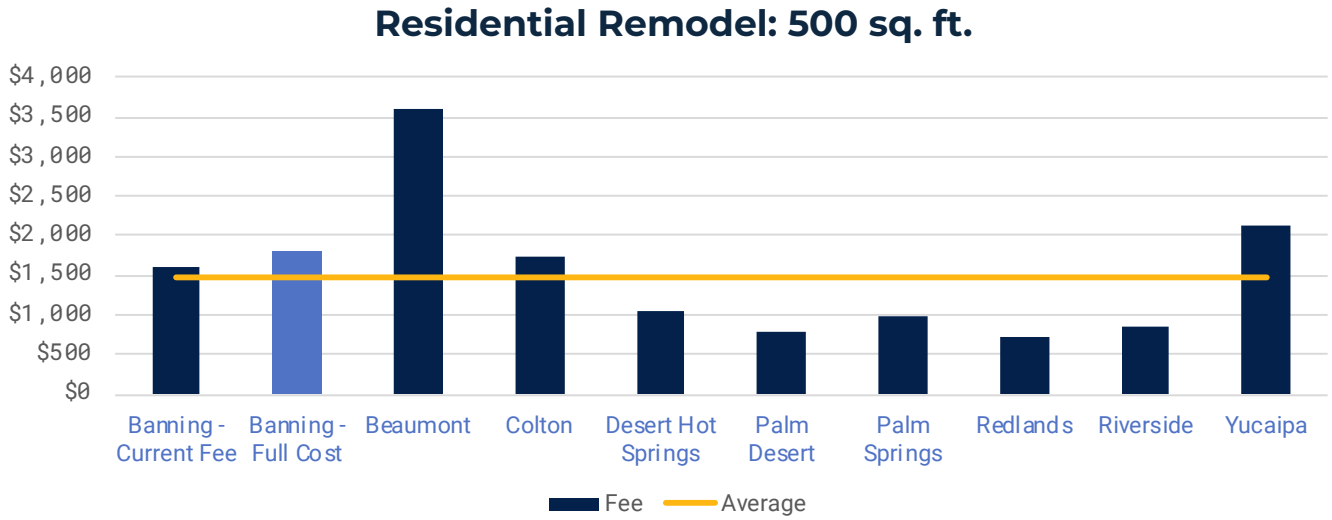
Building currently charges a fee of $3,328 for plan checking and inspecting a 2,000-square-footage new residential building, valued at $500,000. Through this study, the project team calculated the full cost of this service to be $4,580. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is below the jurisdictional average of $4,751, with Palm Springs' fee of $3,372 being the most comparable. Banning's full cost of is also below the jurisdictional average but is still higher than its current fee. The highest fee is from Desert Hot Springs at $7,719, while the lowest is from Riverside at $2,160.

RESIDENTIAL REMODEL: 500 SQ. FT.

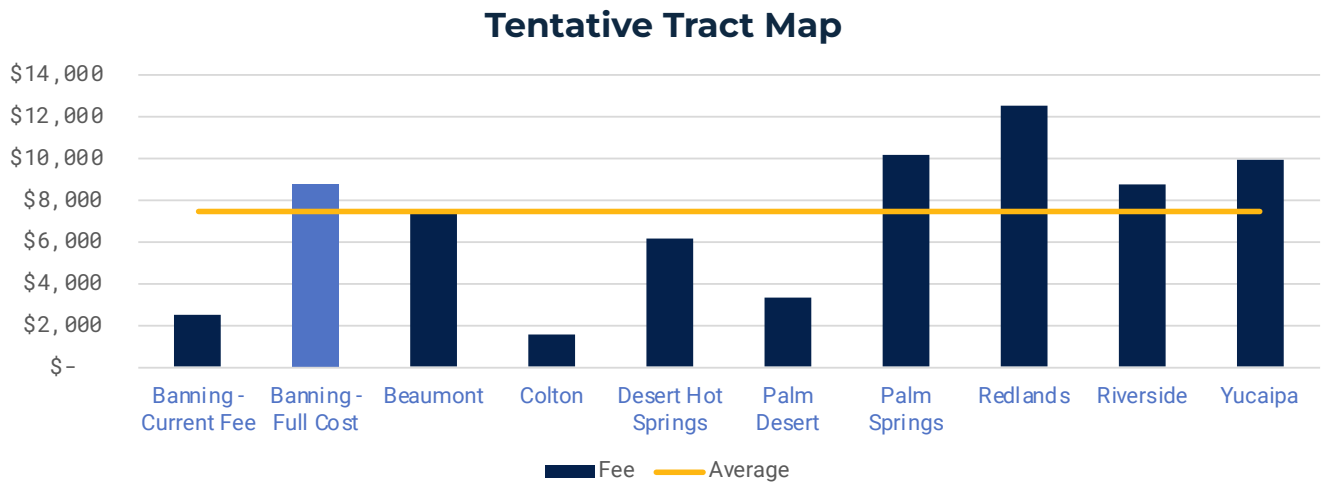
Building currently charges a fee of $1,620 for plan checking and inspecting a 500-square-footage residential remodel, valued at $30,000. Through this study, the project team calculated the full cost of this service to be $1,812. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is slightly above the jurisdictional average of $1,486, with Colton's fee of $1,742 being the most comparable. Banning's full cost of $1,812 is also above the average and is the third highest fee overall. The highest fee is from Beaumont at $3,589, while the lowest is from Redlands at $733.

TENTATIVE TRACT MAP

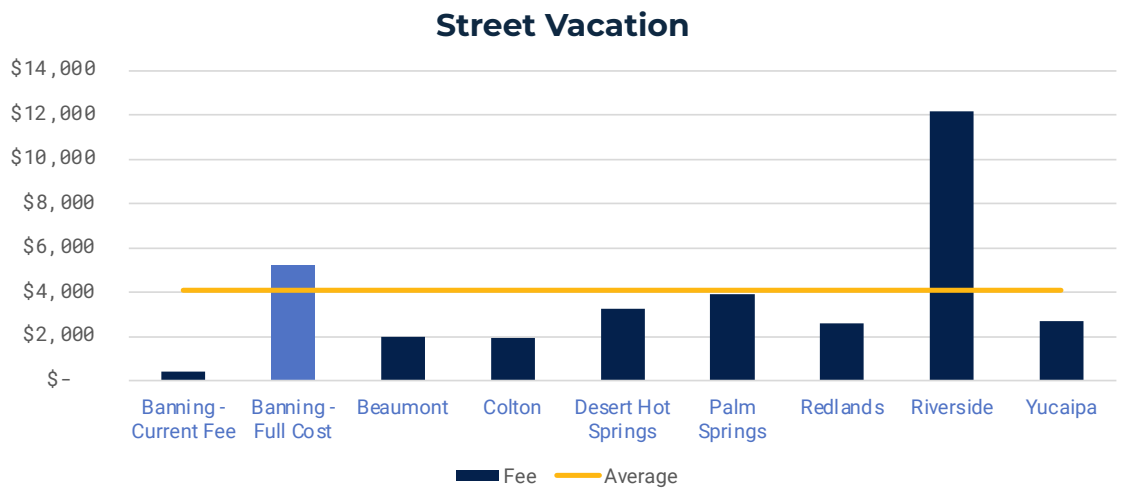
Engineering currently charges a fee of $2,531 for a Tentative Tract Map. Through this study, the project team calculated the full cost of this service to be $8,715. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is well below the jurisdictional average of $7,480, with Palm Desert's fee of $3,308 being the most comparable. Banning's full cost is above the jurisdictional average. The highest fee is from Redlands at $12,493, while the lowest is from Colton at $1,544.

STREET VACATION

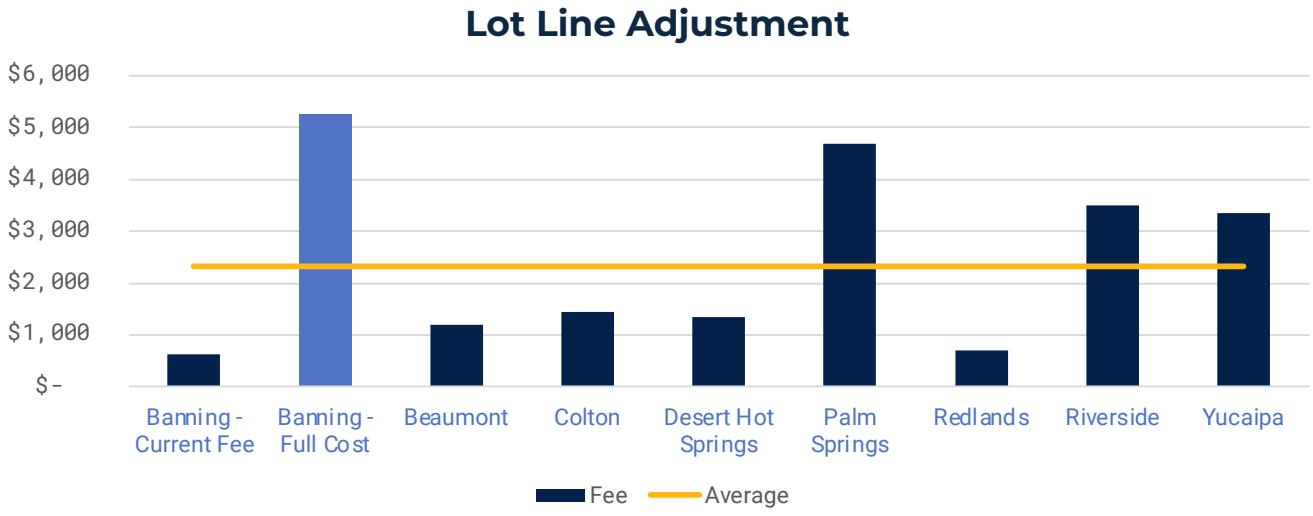
Engineering currently charges a fee of $435 for a Street Vacation. Through this study, the project team calculated the full cost of this service to be $5,250. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is significantly below the jurisdictional average of $4,092, with Colton's fee of $1,951 being the most comparable. Banning's full cost is above the jurisdictional average. The highest fee is from Riverside at $12,189, while the lowest is from Banning's current fee at $435.

LOT LINE ADJUSTMENT

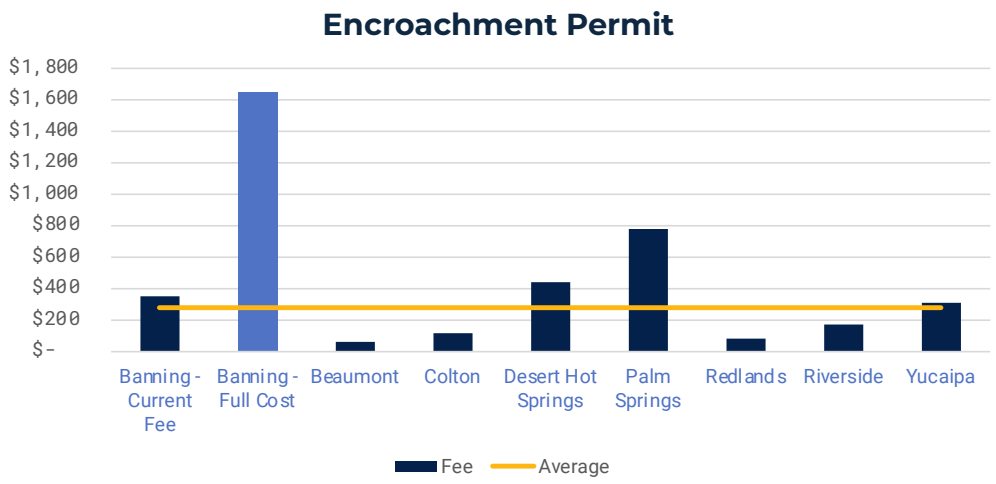
Engineering currently charges a fee of $619 for a Lot Line Adjustment. Through this study, the project team calculated the full cost of this service to be $5,250. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is significantly below the jurisdictional average of $2,319, with Redlands' fee of $706 being the most comparable. Banning's full cost is well above the jurisdictional average and is the highest fee listed. The second lowest fee is from Redlands at $706.

ENCROACHMENT PERMIT

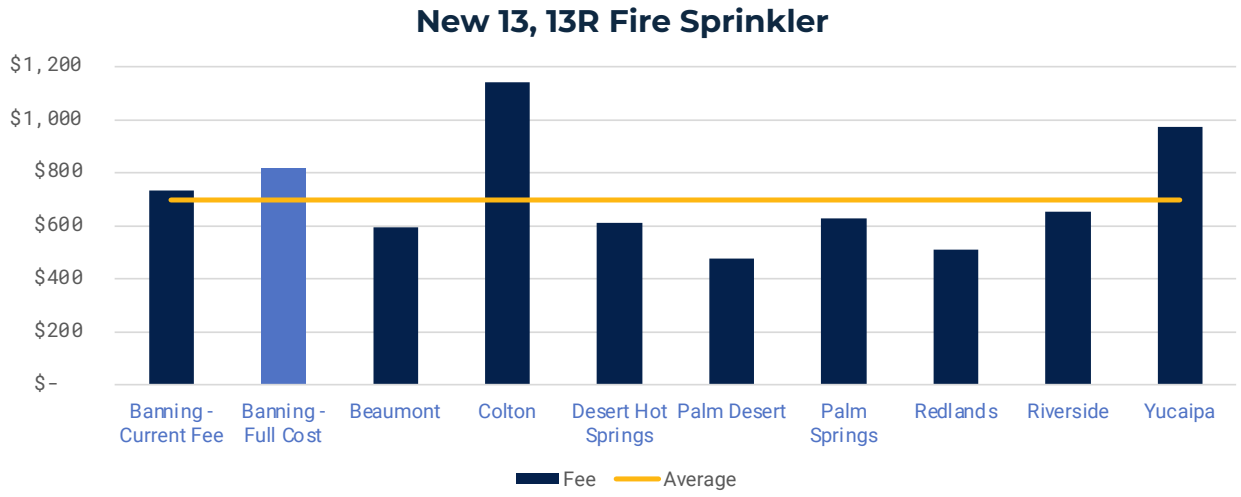
Engineering currently charges a fee of $352 for an Encroachment Permit. Through this study, the project team calculated the full cost of this service to be $1,643. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is above the jurisdictional average of $281, with Yucaipa's fee of $309 being the most comparable. Banning's full cost is the highest fee listed and is significantly above the jurisdictional average. The lowest fee is from Beaumont at $60.

NEW 13, 13R FIRE SPRINKLER SYSTEM

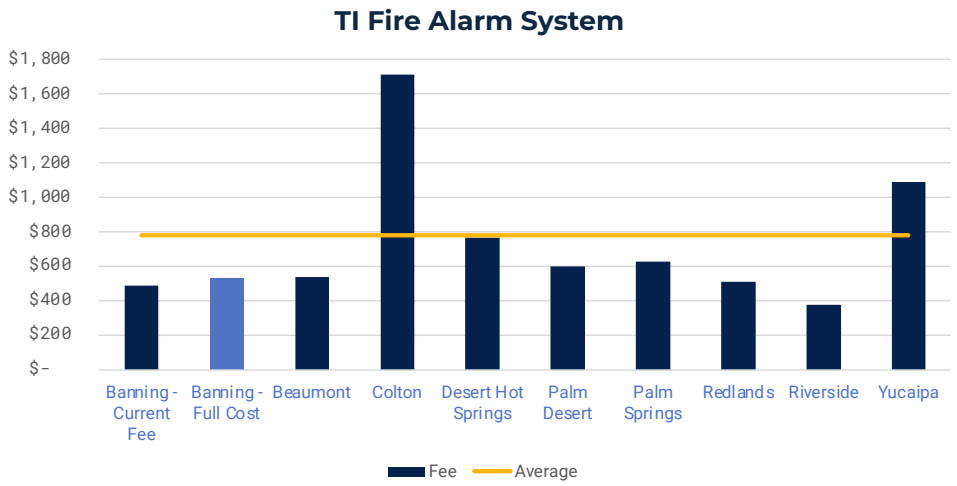
Fire currently charges a fee of $732 for a New 13, 13R Fire Sprinkler System plan check and inspection (per sprinkler head) with 10 heads. Through this study, the project team calculated the full cost of this service to be $819. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is slightly above the jurisdictional average of $699. Banning's full cost is also above the jurisdictional average and is the second-highest fee listed. The highest fee is from Colton at $1,141, while the lowest is from Palm Desert at $476.

TI FIRE ALARM SYSTEM

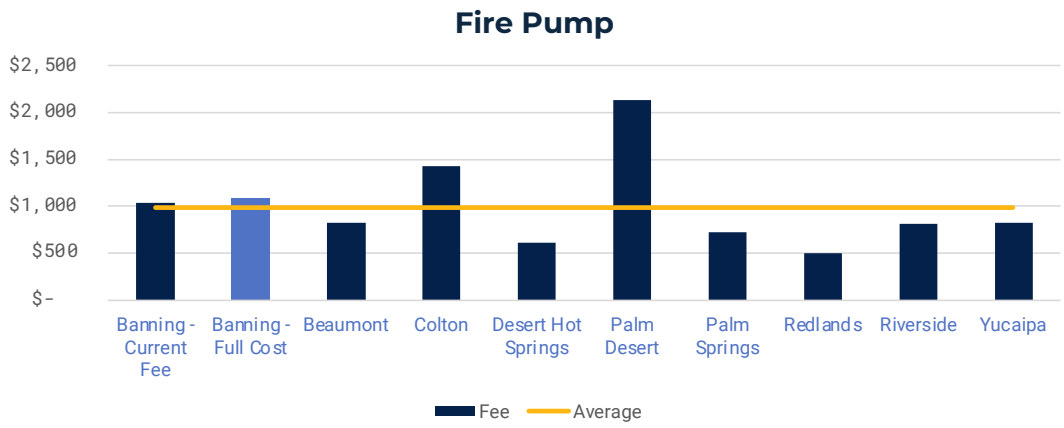
Fire currently charges a fee of $487 for a Tenant Improvement Fire Alarm System Plan Check and Inspection (per initiating or notification device) with 2 devices. Through this study, the project team calculated the full cost of this service to be $527. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is well below the jurisdictional average of $779, with Redlands' fee of $514 being the most comparable. Banning's full cost is also below the jurisdictional average. The highest fee is from Colton at $1,712, while the lowest is from Riverside at $380.

FIRE PUMP

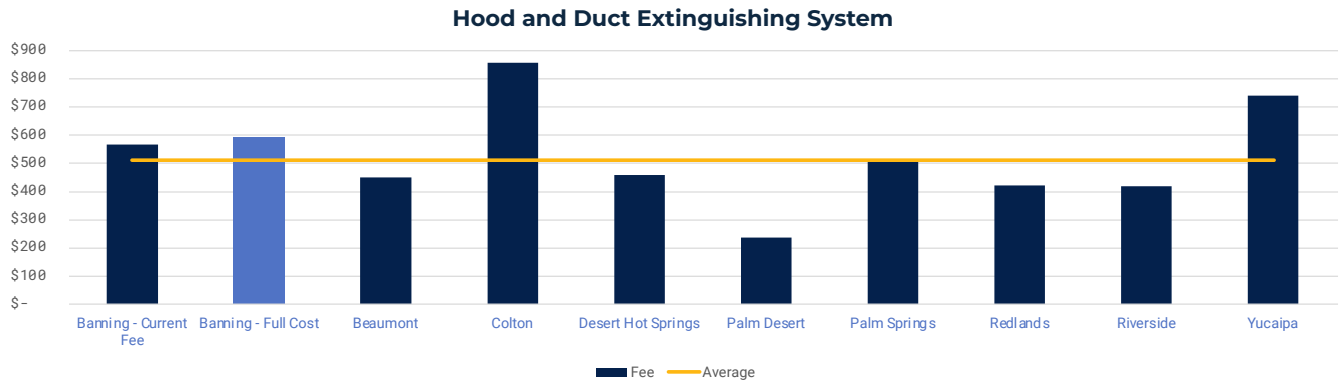
Fire currently charges a fee of $1,040 for a plan check and inspection for a fire pump. Through this study, the project team calculated the full cost of this service to be $1,089. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is above the jurisdictional average of $982. Banning's full cost is also above the average, with Colton's fee of $1,427 being the next highest. The highest fee is from Palm Desert at $2,130, while the lowest is from Redlands at $497.

HOOD AND DUCT EXTINGUISHING SYSTEM

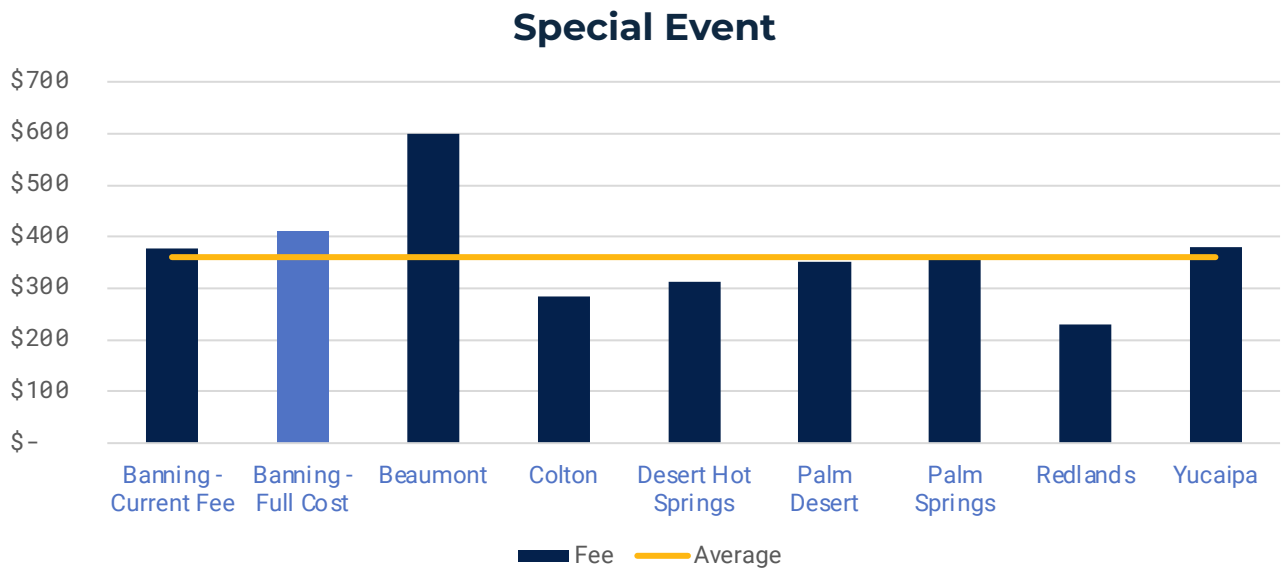
Fire currently charges a fee of $568 for a plan check and inspection of a Hood and Duct Extinguishing System. Through this study, the project team calculated the full cost of this service to be $592. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Both Banning's current fee and full cost calculated are above the jurisdictional average of $511 and are most comparable to Palm Springs fee of $506. The highest fee is from Colton at $856, while the lowest is from Palm Desert at $238.

SPECIAL EVENT

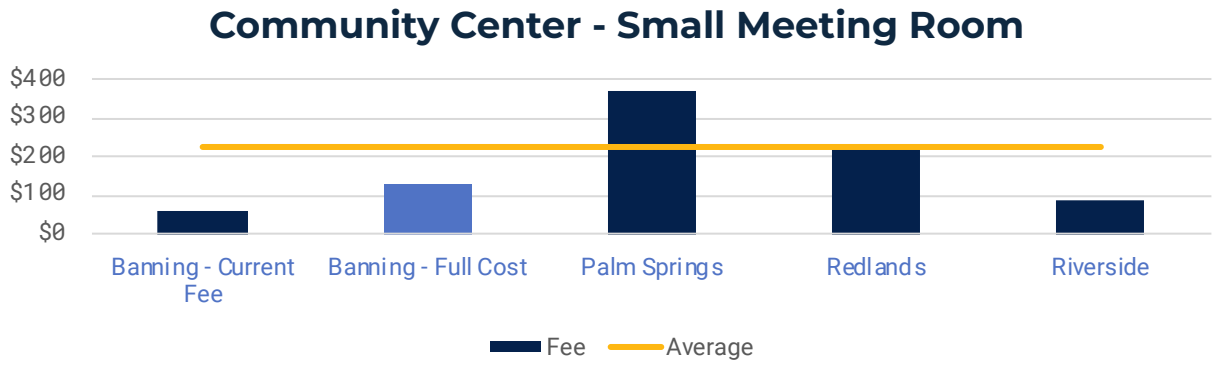
Fire currently charges a fee of $378 for a special event with tents or canopies and is less than 400 square feet. Through this study, the project team calculated the full cost of this service to be $411. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is slightly above the jurisdictional average of $361, with Yucaipa's fee of $381 being the most comparable. Banning's full cost is also above the jurisdictional average. The highest fee is from Beaumont at $600, while the lowest is from Redlands at $231.

COMMUNITY CENTER - SMALL MEETING ROOM

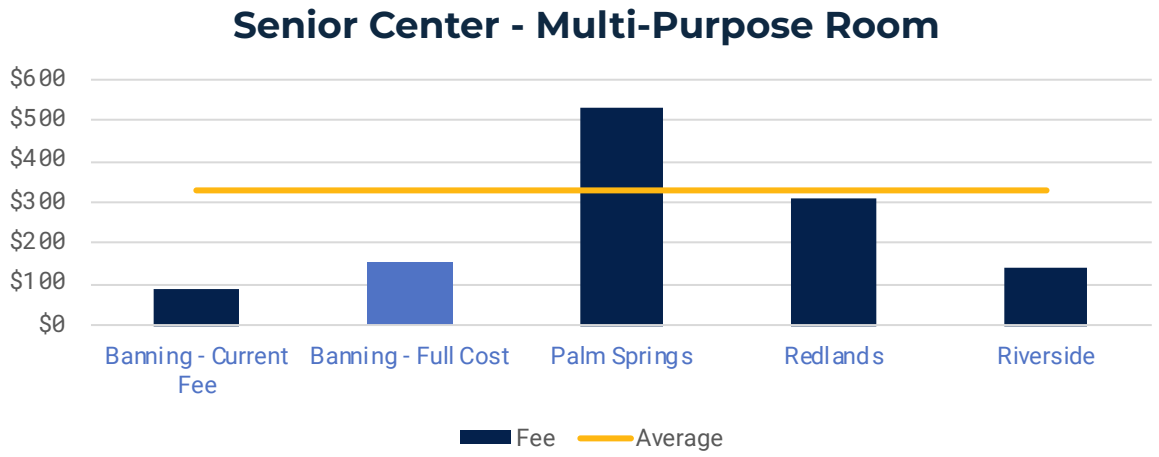
Parks and Recreation currently charges a fee of $60 for a rental of the Community Center - Small Meeting Room for 1 hour. Through this study, the project team calculated the full cost of this service to be $132. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee and full cost is below the jurisdictional average of $225. Palm Springs charges a $367 deposit and Redlands charges a $216 deposit. It's full cost is lower than Redlands and Palm Springs community rental rates.

SENIOR CENTER - MULTI-PURPOSE ROOM

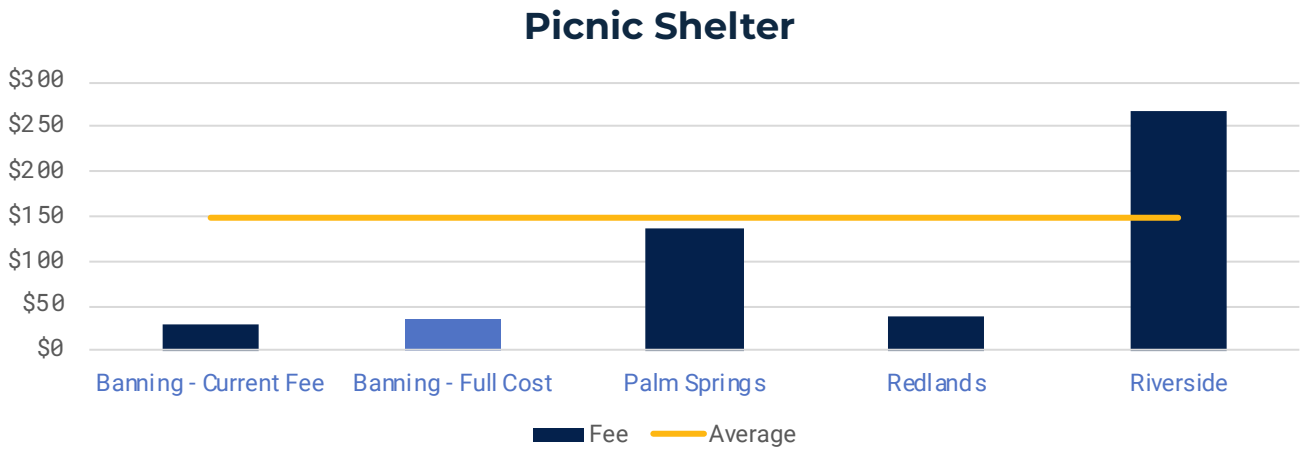
Parks and Recreation currently charges a fee of $90 for a rental of the Senior Center - Multi-Purpose Room for 4 hours. Through this study, the project team calculated the full cost of this service to be $152. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current and full cost fee is below the jurisdictional average of $326. Palm Springs charges a $531 deposit and Redlands charges a $308 deposit.

PICNIC SHELTER

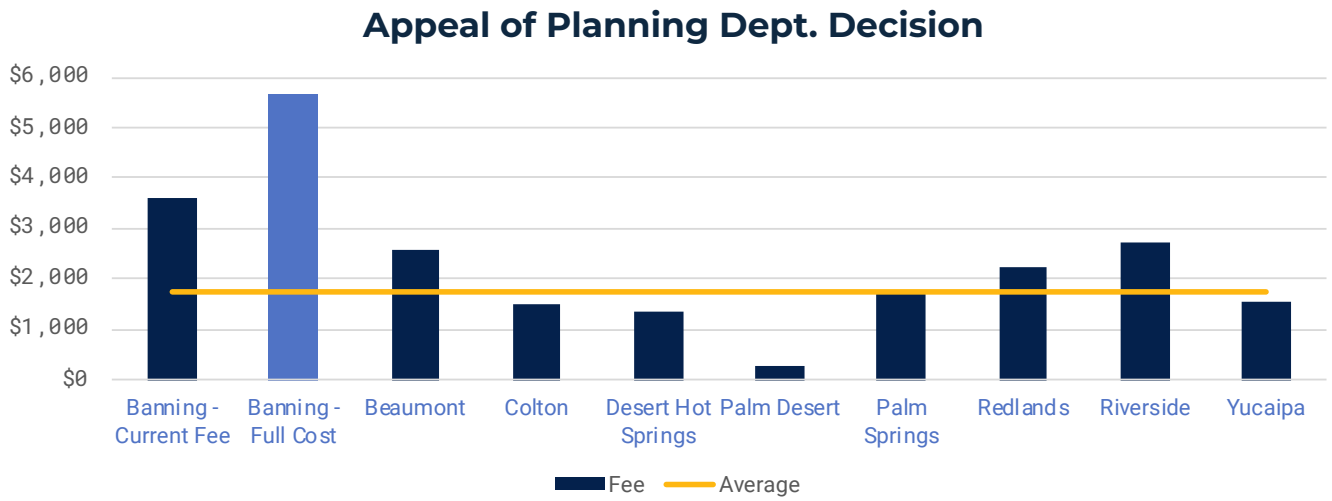
Parks and Recreation currently charges a fee of $30 for a Picnic Shelter rental. Through this study, the project team calculated the full cost of this service to be $35. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current and full cost fees are well below the jurisdictional average of $148. It's current and full cost fees are in alignment with the City of Redlands.

APPEAL OF PLANNING DEPT. DECISION

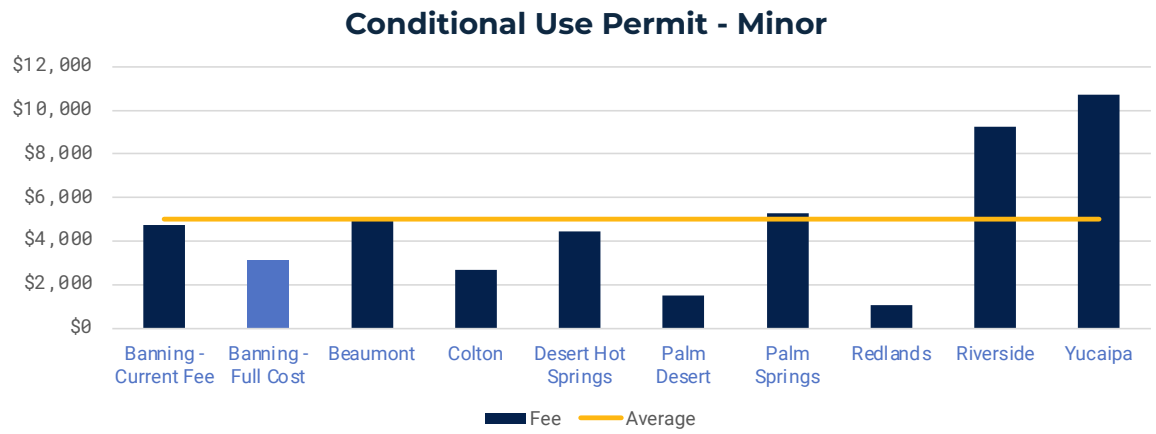
Planning currently charges a fee of $3,624 for an appeal of a planning department decision. Through this study, the project team calculated the full cost of this service to be $5,673. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is well above the jurisdictional average of $1,745 and is the highest current fee listed. Banning's full cost of $5,673 is the highest fee overall and is more than double the jurisdictional average. The lowest fee is from Palm Desert at $276, while the second highest fee is from Riverside at $2,719.

CONDITIONAL USE PERMIT - MINOR

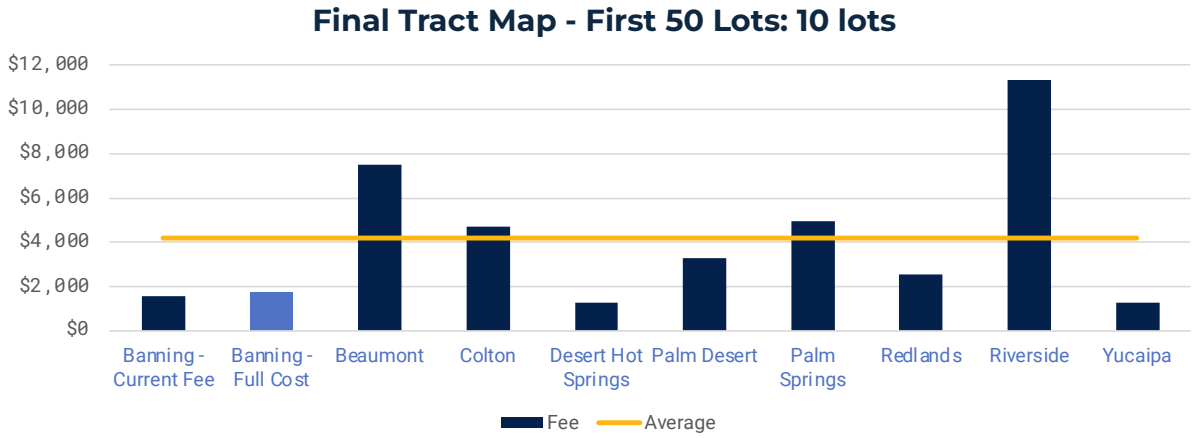
Planning currently charges a fee of $4,888 for minor conditional use permit. Through this study, the project team calculated the full cost of this service to be $3,143. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is close to the jurisdictional average of $4,992. Banning's full cost is well below the jurisdictional average. The highest fee is from Yucaipa at $10,740, while the lowest is from Redlands at $1,066. Beaumont's fee of $5,000 is charged as a deposit.

FINAL TRACT MAP - FIRST 50 LOTS: 10 LOTS

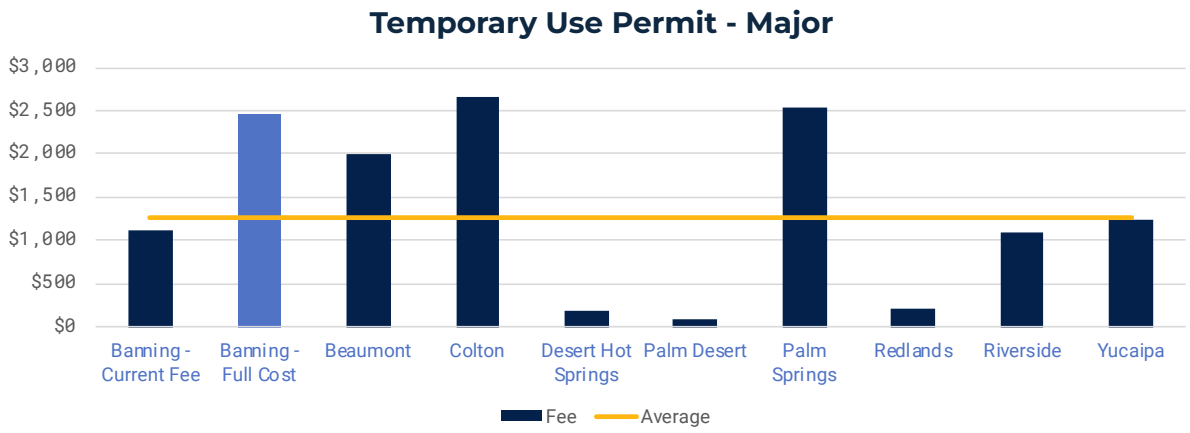
Planning currently charges a fee of $1,569 for a Final Tract Map with 10 lots. Through this study, the project team calculated the full cost of this service to be $1,701. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is well below the jurisdictional average of $4,193, with Desert Hot Springs' fee of $1,255 and Yucaipa's fee of $1,277 being the most comparable. Banning's full cost is also well below the jurisdictional average. The highest fee is from Riverside at $11,305, while the lowest is from Desert Hot Springs at $1,255. Beaumont's fee of $7,500 is charged as a deposit.

TEMPORARY USE PERMIT - MAJOR

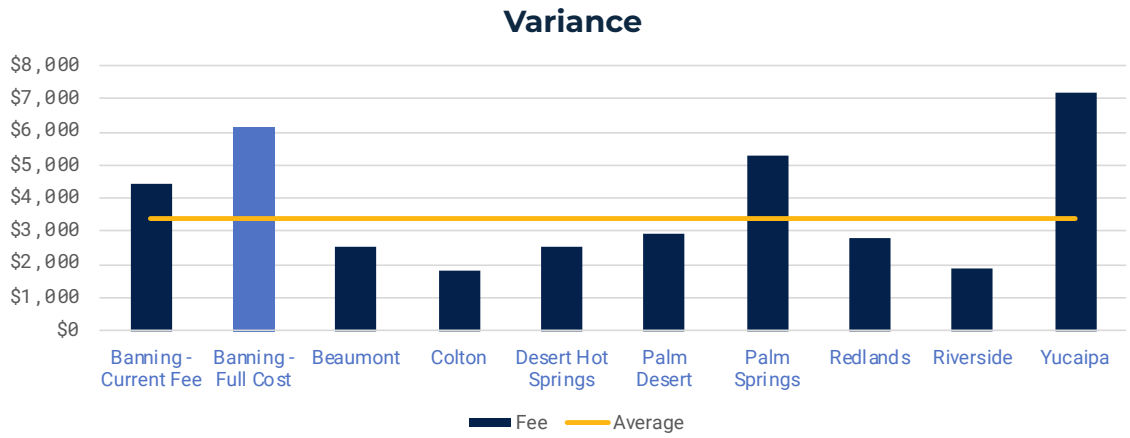
Planning currently charges a fee of $1,103 for a major temporary use permit. Through this study, the project team calculated the full cost of this service to be $2,454. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee of $1,103 is just below the jurisdictional average of $1,252, with Riverside's fee of $1,102 and Yucaipa's fee of $1,243 being the most comparable. Banning's full cost of $2,454 is well above the jurisdictional average. The highest fee is from Colton at $2,670, while the lowest is from Palm Desert at $87.

VARIANCE

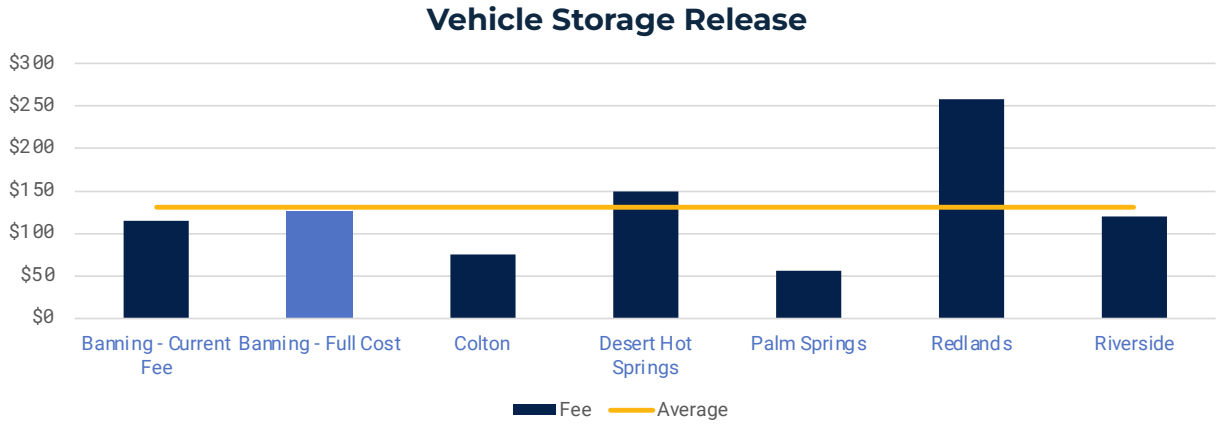
Planning currently charges a fee of $4,423 for a variance fee. Through this study, the project team calculated the full cost of this service to be $6,111. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee of $4,423 is significantly above the jurisdictional average of $3,367. Banning's full cost of $6,111 is the second-highest fee overall and is also well above the jurisdictional average. The highest fee is from Yucaipa at $7,200, while the lowest is from Colton at $1,800.

VEHICLE STORAGE RELEASE

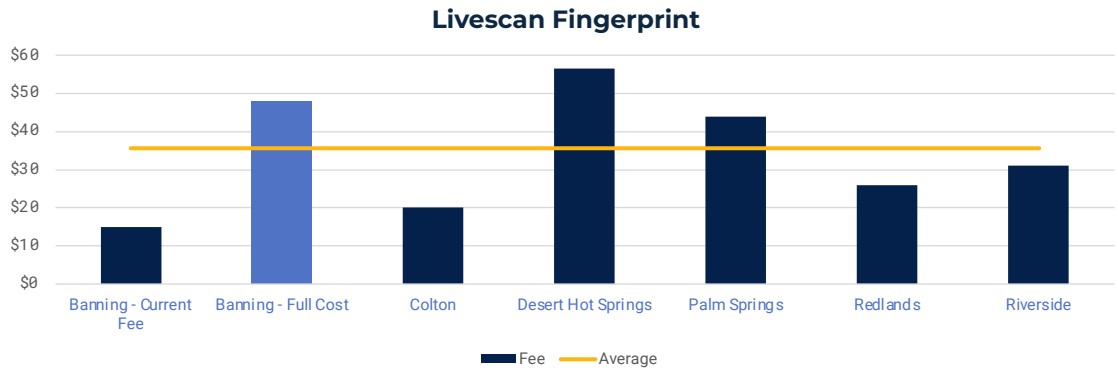
Police currently charges a fee of $115 for a Vehicle Storage Release. Through this study, the project team calculated the full cost of this service to be $126. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee of $115 is below the jurisdictional average of $132, with Banning's full cost of $126 being the most comparable. Banning's full cost is also just below the jurisdictional average. The highest fee is from Redlands at $258, while the lowest is from Palm Springs at $56.

LIVESCAN FINGERPRINT

Police currently charges a fee of $15 for a Livescan Fingerprint fee. Through this study, the project team calculated the full cost of this service to be $48. The following graph shows how Banning's current fee and full cost compare to the surveyed jurisdictions.



Banning's current fee is well below the jurisdictional average of $36, with Colton's fee of $20 being the most comparable. Banning's full cost is higher than the jurisdictional average. The highest fee is from Desert Hot Springs at $57, while the lowest is from Banning's current fee at $15.

SUMMARY

Overall, Banning generally has current fees that are higher or in the middle when compared to the fees of the other surveyed jurisdictions. Of the surveyed jurisdictions, Banning's current fees are most comparable with Redlands, while the City's full cost calculated is most comparable to fees charged by Riverside. It is important to note that the results of this survey only show the fees adopted by the council, not the cost recovery policy decisions for departments or a jurisdiction. As such, the results of this survey should be used as a secondary decision-making tool.

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee	Fee Type
BUILDING					
Flat Fees					
Administrative Services for Applications Not Listed	Per Hour	New	$174	$174	User Fee
Administrative Charge for Consultant Services	% of Consultant Fees	10%	15%	15%	User Fee
Air handling / heating or cooling unit replacement	Each	$193	$254	$254	User Fee
Balcony / deck:					
Balcony / deck	Each	$491	$567	$491	User Fee
Railing repair	Each	$297	$567	$567	User Fee
Carport:					
Custom	Each	$944	$1,117	$1,117	User Fee
ICC, IAPMO, handout	Each	$491	$659	$659	User Fee
Cell Tower:					
Modifications	Each	$401	$1,117	$1,117	User Fee
New	Each	$1,418	$1,876	$1,876	User Fee
Change of occupancy	Each	$417	$2,680	$834	User Fee
Demolition of building	Each Building	$408	$904	$680	User Fee
Electric panel replacement	Each	$193	$283	$283	User Fee
Exterior wall covering replacement (up to 400 s.f.)	Each	$422	$458	$458	User Fee
Fireplace:					
Custom	Each	$583	$744	$744	User Fee
Pre-fabricated with engineering	Each	$548	$744	$744	User Fee
Flag pole (over 20' in height)	Each	$645	$473	$473	User Fee
Grease trap/ interceptor	Each	$330	$602	$602	User Fee
Hood:					
Other than Type 1 (including ducts)	Each	$492	$602	$602	User Fee
Type 1 (includes exhaust system)	Each	$629	$995	$830	User Fee
Inspections:					
Inspection Fee	Per Hour	$183	$196	$196	User Fee
Re-Inspection	Each	$183	$196	$196	User Fee
Job card - replace / duplicate	Each	$55	$87	$87	User Fee
Lighting pole:					
Up to 6 poles	Base	$783	$853	$853	User Fee
6+ Poles Additional	Each Pole	$173	$144	$144	User Fee
Manufactured home - installation on private property	Each	$538	$1,109	$1,109	User Fee
Modular unit - installation on private property	Each	$659	$1,109	$1,109	User Fee
Patio:					
Patio cover					
Patio cover - custom	Each	$515	$930	$930	User Fee
Patio cover - handout	Each	$256	$659	$659	User Fee
Patio enclosure	Each	$561	$930	$930	User Fee
Plan check:					

Plan check	Each	$162	$183	$183	User Fee
Plan check - Structural Engineer	Each	$292	$274	$274	User Fee
Additional plan review	Hour	$162	$183	$183	User Fee
Additional plan review - Engineering	Hour	$292	$183	$183	User Fee
Pool/Spa					
Commercial	Each	$1,192	$2,453	$2,268	User Fee
Residential	Each	Modified	$853	$853	User Fee
Research	Per Hour	$110	$174	$174	User Fee
Remodels					
Residential bathroom remodel - no structural/wall changes	Each	$411	$617	$617	User Fee
Residential kitchen remodel - no structural/wall changes	Each	$434	$617	$617	User Fee
Re-roof					
Commercial	Each 3,000 s.f.	$330	$400	$400	User Fee
Multifamily	Each 3,000 s.f.	$330	$382	$382	User Fee
SFD	Each Building	$330	$333	$333	User Fee
Retrofit foundation for a modular or mobile unit	Each	$216	$1,109	$1,109	User Fee
Sales office - conversion to residential or garage use	Each	$216	$1,064	$1,064	User Fee
Septic tank	Each	$353	$1,070	$1,070	User Fee
Sign:					
Monument	Each	$677	$982	$982	User Fee
Pole/ billboard	Each	$869	$1,656	$1,656	User Fee
Wall	Each	$279	$467	$467	User Fee
Site investigation	Each	$445	$451	$451	User Fee
Solar:					
Commercial					
Up to 4 kw	Base	$383	$1,307	$1,307	User Fee
Each additional kw	Each Addl kw	$198	$74	$74	User Fee
Ground mount	Each	$791	$1,124	$1,124	User Fee
Residential					
Rooftop (up to 10 kw)	Each	$423	$554	$554	User Fee
Rooftop (more than 10 kw)	Each	$596	$698	$698	User Fee
Residential water heater	Each	$403	$322	$322	User Fee
Special Inspector application	Each	$55	$174	$174	User Fee
Stairs	Per Flight	$354	$187	$187	User Fee
Storage racks	Per 100 lf.	$260	$277	$277	User Fee
Temporary construction or sales trailer	Each	$248	$1,109	$1,109	User Fee
Utility release	Each	$193	$205	$205	User Fee
Walk-in tub	Each	$330	$185	$185	User Fee
Wall:					
Screen / Freestanding:					
Custom	Per 50 lf.	$537	$1,261	$1,261	User Fee
Handout	Per 50 lf.	$537	$668	$668	User Fee
Retaining					
Custom	Per 50 lf.	$894	$1,032	$1,032	User Fee
Handout	Per 50 lf.	$445	$668	$668	User Fee
Water heater replacement	Each	$216	$234	$234	User Fee

Water/gas piping - installation, alteration or repair	Each	$476	$475	$475	User Fee
Window/door replacement - residential, no changes to framing	Each	$411	$425	$425	User Fee
Trade Fees					
Electrical	Per Permit	$267	$299	$299	User Fee
Plumbing	Per Permit	$267	$299	$299	User Fee
Mechanical	Per Permit	$267	$299	$299	User Fee
Fees Based on ICC Class, Occupancy, Square Footage, Valuation: Plan Check / Inspection / Permit combined					
Commercial - New					
1,001 - 5,000 SF	Base	$2,925	$2,957	$2,957	User Fee
Each Addl 100 SF	Each Addl 100 SF	$26.92	$33.87	$33.87	User Fee
5,001 - 10,000 SF	Base	$4,002	$4,312	$4,312	User Fee
Each Addl 100 SF	Each Addl 100 SF	$30.89	$56.50	$56.50	User Fee
10,001 - 20,000 SF	Base	$5,546	$7,137	$7,137	User Fee
Each Addl 100 SF	Each Addl 100 SF	$20.99	$45.03	$45.03	User Fee
20,001 - 50,000 SF	Base	$7,645	$11,640	$11,640	User Fee
Each Addl 100 SF	Each Addl 100 SF	$9.10	$24.88	$24.88	User Fee
50,001 - 100,000 SF	Base	$10,375	$19,105	$19,105	User Fee
Each Addl 100 SF	Each Addl 100 SF	$6.26	$19.10	$19.10	User Fee
100,001+ SF	Base	$13,507	$28,656	$28,656	User Fee
Each Addl 100 SF	Each Addl 100 SF	$8.37	$9.55	$9.55	User Fee
Tenant Improvements					
1 - 800 SF	Base	$1,892	$1,912	$1,912	User Fee
Each Addl 100 SF	Each Addl 100 SF	$47.58	$59.49	$59.49	User Fee
801 - 1,250 SF	Base	$2,273	$2,388	$2,388	User Fee
Each Addl 100 SF	Each Addl 100 SF	$89.42	$427.28	$427.28	User Fee
1,251 - 2,500 SF	Base	$2,675	$4,311	$4,311	User Fee
Each Addl 100 SF	Each Addl 100 SF	$54.81	$226.04	$226.04	User Fee
2,501 - 5,000 SF	Base	$3,360	$7,137	$7,137	User Fee
Each Addl 100 SF	Each Addl 100 SF	$26.97	$80.78	$80.78	User Fee
5,001 - 12,500 SF	Base	$4,035	$9,156	$9,156	User Fee
Each Addl 100 SF	Each Addl 100 SF	$9.43	$31.03	$31.03	User Fee
12,501+ SF	Base	$4,742	$11,483	$11,483	User Fee
Each Addl 100 SF	Each Addl 100 SF	$12.72	$15.52	$15.52	User Fee
Industrial - New					
1,001 - 5,000 SF	Base	$2,632	$2,890	$2,890	User Fee
Each Addl 100 SF	Each Addl 100 SF	$17.67	$34.69	$34.69	User Fee
5,001 - 10,000 SF	Base	$3,339	$4,277	$4,277	User Fee
Each Addl 100 SF	Each Addl 100 SF	$20.01	$42.87	$42.87	User Fee
10,001 -20,000 SF	Base	$4,339	$6,421	$6,421	User Fee
Each Addl 100 SF	Each Addl 100 SF	$13.05	$59.29	$59.29	User Fee
20,001 50,000 SF	Base	$5,644	$12,350	$12,350	User Fee
Each Addl 100 SF	Each Addl 100 SF	$4.28	$23.56	$23.56	User Fee
50,001 100,000 SF	Base	$6,927	$19,417	$19,417	User Fee
Each Addl 100 SF	Each Addl 100 SF	$4.26	$11.85	$11.85	User Fee
100,001+ SF	Base	$9,059	$25,339	$25,339	User Fee
Each Addl 100 SF	Each Addl 100 SF	$5.52	$5.92	$5.92	User Fee

Residential- New (single or multi family- per dwelling unit)					
1 - 800 SF	Base	$2,512	$2,520	$2,520	User Fee
Each Addl 100 SF	Each Addl 100 SF	$24.47	$34.76	$34.76	User Fee
801 - 1,200 SF	Base	$2,708	$2,798	$2,798	User Fee
Each Addl 100 SF	Each Addl 100 SF	$67.97	$210.88	$210.88	User Fee
1,201 - 2,000 SF	Base	$2,980	$3,642	$3,642	User Fee
Each Addl 100 SF	Each Addl 100 SF	$43.50	$117.35	$117.35	User Fee
2,001 - 3,000SF	Base	$3,328	$4,580	$4,580	User Fee
Each Addl 100 SF	Each Addl 100 SF	$44.59	$207.76	$207.76	User Fee
3,001 - 4,000 SF	Base	$3,774	$6,658	$6,658	User Fee
Each Addl 100 SF	Each Addl 100 SF	$63.08	$147.38	$147.38	User Fee
4,001 6,000 SF	Base	$4,404	$8,132	$8,132	User Fee
Each Addl 100 SF	Each Addl 100 SF	$41.33	$116.38	$116.38	User Fee
6,001 - 10,000 SF	Base	$5,231	$10,459	$10,459	User Fee
Each Addl 100 SF	Each Addl 100 SF	$23.11	$58.80	$58.80	User Fee
10,001+ SF	Base	$6,155	$12,812	$12,812	User Fee
Each Addl 100 SF	Each Addl 100 SF	$31.19	$29.40	$29.40	User Fee
Residential- Production Phase					
1 - 800 SF	Base	$2,212	$2,223	$2,223	User Fee
Each Addl 100 SF	Each Addl 100 SF	$28.00	$30.86	$30.86	User Fee
801 -1,200 SF	Base	$2,436	$2,470	$2,470	User Fee
Each Addl 100 SF	Each Addl 100 SF	$7.61	$32.10	$32.10	User Fee
1,201 - 2,000 SF	Base	$2,466	$2,598	$2,598	User Fee
Each Addl 100 SF	Each Addl 100 SF	$60.36	$48.88	$48.88	User Fee
2,001 - 3,000 SF	Base	$2,949	$2,989	$2,989	User Fee
Each Addl 100 SF	Each Addl 100 SF	$27.19	$49.38	$49.38	User Fee
3,001 - 4,000 SF	Base	$3,221	$3,483	$3,483	User Fee
Each Addl 100 SF	Each Addl 100 SF	$53.72	$52.98	$52.98	User Fee
4,001 - 6,000 SF	Base	$3,758	$4,013	$4,013	User Fee
Each Addl 100 SF	Each Addl 100 SF	$39.26	$25.66	$25.66	User Fee
6,001 - 10,000 SF	Base	$4,544	$4,526	$4,526	User Fee
Each Addl 100 SF	Each Addl 100 SF	$19.25	$16.42	$16.42	User Fee
10,001+ SF	Base	$5,314	$5,183	$5,183	User Fee
Each Addl 100 SF	Each Addl 100 SF	$1.27	$5.24	$5.24	User Fee
Residential- Addition (single or multi family)					
1 - 300 SF	Base	$1,740	$1,745	$1,745	User Fee
Each Addl 100 SF	Each Addl 100 SF	$43.50	$92.44	$92.44	User Fee
301 - 500 SF	Base	$1,871	$2,022	$2,022	User Fee
Each Addl 100 SF	Each Addl 100 SF	$184.88	$329.77	$329.77	User Fee
501 - 800 SF	Base	$2,240	$2,681	$2,681	User Fee
Each Addl 100 SF	Each Addl 100 SF	$101.50	$250.38	$250.38	User Fee
801 -1,500 SF	Base	$2,545	$3,433	$3,433	User Fee
Each Addl 100 SF	Each Addl 100 SF	$63.70	$110.39	$110.39	User Fee
1,501 - 2,000 SF	Base	$2,991	$4,205	$4,205	User Fee
Each Addl 100 SF	Each Addl 100 SF	$91.35	$189.53	$189.53	User Fee
2,001+ SF	Base	$3,447	$5,153	$5,153	User Fee

Each Addl 100 SF	Each Addl 100 SF	$122.82	$94.77	$94.77	User Fee
Residential- Remodel (single or multi family)					
1 - 300 SF	Base	$1,327	$1,351	$1,351	User Fee
Each Addl 100 SF	Each Addl 100 SF	$18.13	$46.22	$46.22	User Fee
301 -500 SF	Base	$1,381	$1,490	$1,490	User Fee
Each Addl 100 SF	Each Addl 100 SF	$119.63	$160.93	$160.93	User Fee
501 - 800 SF	Base	$1,620	$1,812	$1,812	User Fee
Each Addl 100 SF	Each Addl 100 SF	$39.88	$188.48	$188.48	User Fee
801 1- 1,500 SF	Base	$1,740	$2,377	$2,377	User Fee
Each Addl 100 SF	Each Addl 100 SF	$38.84	$80.18	$80.18	User Fee
1,501 - 2,000 SF	Base	$2,012	$2,939	$2,939	User Fee
Each Addl 100 SF	Each Addl 100 SF	$21.67	$169.38	$169.38	User Fee
2,001+ SF	Base	$2,153	$3,786	$3,786	User Fee
Each Addl 100 SF	Each Addl 100 SF	$31.08	$33.88	$33.88	User Fee
Shell Buildings					
1 - 1,000 SF	Base	$2,708	$2,750	$2,750	User Fee
Each Addl 100 SF	Each Addl 100 SF	$30.45	$65.58	$65.58	User Fee
1,001 - 5,000 SF	Base	$3,012	$3,405	$3,405	User Fee
Each Addl 100 SF	Each Addl 100 SF	$11.15	$43.64	$43.64	User Fee
5,001 - 10,000 SF	Base	$3,458	$5,151	$5,151	User Fee
Each Addl 100 SF	Each Addl 100 SF	$15.23	$44.70	$44.70	User Fee
10,001 - 20,000 SF	Base	$4,220	$7,386	$7,386	User Fee
Each Addl 100 SF	Each Addl 100 SF	$7.29	$28.73	$28.73	User Fee
20,001 - 50,000 SF	Base	$4,948	$10,259	$10,259	User Fee
Each Addl 100 SF	Each Addl 100 SF	$3.19	$10.19	$10.19	User Fee
50,001+ SF	Base	$5,905	$13,315	$13,315	User Fee
Each Addl 100 SF	Each Addl 100 SF	$4.23	$5.09	$5.09	User Fee
Garage/ Storage/ Workshop U Occ Res/Comm					
1 - 400 SF	Base	$1,055	$1,105	$1,105	User Fee
Each Addl 100 SF	Each Addl 100 SF	$24.47	$58.40	$58.40	User Fee
401 - 600 SF	Base	$1,153	$1,338	$1,338	User Fee
Each Addl 100 SF	Each Addl 100 SF	$59.81	$165.92	$165.92	User Fee
601 - 1,000 SF	Base	$1,272	$1,670	$1,670	User Fee
Each Addl 100 SF	Each Addl 100 SF	$32.63	$130.43	$130.43	User Fee
1,001 - 1,500 SF	Base	$1,403	$2,192	$2,192	User Fee
Each Addl 100 SF	Each Addl 100 SF	$28.28	$96.93	$96.93	User Fee
1,501 - 2,000 SF	Base	$1,544	$2,676	$2,676	User Fee
Each Addl 100 SF	Each Addl 100 SF	$63.77	$75.94	$75.94	User Fee
2,001+ SF	Base	$1,620	$3,056	$3,056	User Fee
Each Addl 100 SF	Each Addl 100 SF	$84.57	$37.97	$37.97	User Fee
Surcharges					
General Plan Maintenance Fee	% of Permit Fee	$75.00	6.88%	6.88%	User Fee
Technology Surcharge	% of Permit Fee	2.50%	6%	6%	User Fee
Misc Electric: Electric Utility Fees					
Panel Upgrade					
Single Phase Panel Upgrade up to 225A (120V/240V) - OH	Each	Variable	$2,336	$2,336	User Fee

Single Phase Panel Upgrade up to 225A (120V/240V) - UG	Each	Variable	$2,336	$2,336	User Fee
Single Phase Panel Upgrade up to 225A (120V/208V) - OH	Each	Variable	$2,336	$2,336	User Fee
Single Phase Panel Upgrade up to 225A (120V/208V) - UG	Each	Variable	$2,336	$2,336	User Fee
Single Phase Panel Upgrade 225A to 400A (120V/240V) - OH	Each	Variable	$2,449	$2,449	User Fee
Single Phase Panel Upgrade 225A to 400A (120V/240V) - UG	Each	Variable	$2,449	$2,449	User Fee
Single Phase Panel Upgrade 225A to 400A (120V/208V) - OH	Each	Variable	$2,449	$2,449	User Fee
Single Phase Panel Upgrade 225A to 400A (120V/208V) - UG	Each	Variable	$2,449	$2,449	User Fee
New Electric Service					
Single Phase:					
Single Phase Electric Service up to 225A (120V/240V) - OH	Each	T&M	$2,336	$2,336	User Fee
Single Phase Electric Service up to 225A (120V/240V) - UG	Each	T&M	$2,336	$2,336	User Fee
Single Phase Electric Service up to 225A (120V/208V) - OH	Each	T&M	$2,573	$2,573	User Fee
Single Phase Electric Service up to 225A (120V/208V) - UG	Each	T&M	$2,573	$2,573	User Fee
Single Phase Electric Service 225A to 400A (120V/240V) - OH	Each	T&M	$2,449	$2,449	User Fee
Single Phase Electric Service 225A to 400A (120V/240V) - UG	Each	T&M	$2,449	$2,449	User Fee
Single Phase Electric Service 225A to 400A (120V/208V) - OH	Each	T&M	$2,573	$2,573	User Fee
Single Phase Electric Service 225A to 400A (120V/208V) - UG	Each	T&M	$2,573	$2,573	User Fee
Three Phase:					
Three Phase Electric Service 0A to 400A (120V/208V) - OH	Each	T&M	$3,796	$3,796	User Fee
Three Phase Electric Service 0A to 400A (120V/208V) - UG	Each	T&M	$3,796	$3,796	User Fee
Three Phase Electric Service 0A to 400A (277V/480V) - OH	Each	T&M	$3,796	$3,796	User Fee
Three Phase Electric Service 0A to 400A (277V/480V) - UG	Each	T&M	$3,796	$3,796	User Fee
Three Phase Electric Service 400A to 800A (277V/480V) - OH	Each	T&M	$3,796	$3,796	User Fee
Three Phase Electric Service 400A to 800A (277V/480V) - UG	Each	T&M	$3,796	$3,796	User Fee
Three Phase Electric Service 800A to 4000A (277V/480V) - OH	Each	T&M	$4,272	$4,272	User Fee
Three Phase Electric Service 800A to 4000A (277V/480V) - UG	Each	T&M	$4,272	$4,272	User Fee
Temporary Electrical Service (Construction Purposes ONLY)					
Single Phase Temporary Electric Service up to 225A (120V/240V) - OH	Each	T&M	$1,484	$1,484	User Fee
Single Phase Temporary Electric Service up to 225A (120V/240V) - UG	Each	T&M	$1,484	$1,484	User Fee
Distribution Line Extensions					
Distribution Line Extension/Relocation (1 to 10 Units) - OH	Each	Modified	$2,987	$2,987	User Fee
Distribution Line Extension/Relocation (1 to 10 Units) - UG (Rule 15)	Each	Modified	$2,987	$2,987	User Fee
Distribution Line Extension/Relocation (10+ Units) - OH	Each	Modified	$5,975	$5,975	User Fee
Distribution Line Extension/Relocation (10+ Units) - UG (Rule 15)	Each	Modified	$5,975	$5,975	User Fee
Distribution Line Extension/Relocation OH to UG Conversion (Rule 20)	Each	Modified	$6,473	$6,473	User Fee
Service Line Extensions					
Service Line Extension/Relocation (1 to 10 Units) - OH	Each	$1,700	$1,445	$1,445	User Fee
Service Line Extension/Relocation (1 to 10 Units) - UG (Rule 16)	Each	$1,700	$1,445	$1,445	User Fee
Service Line Extension/Relocation (10+ Units) - OH	Each	T&M	$2,987	$2,987	User Fee
Service Line Extension/Relocation (10+ Units) - UG (Rule 16)	Each	T&M	$2,987	$2,987	User Fee
Service Line Extension/Relocation OH to UG Conversion (Rule 20)	Each	T&M	$3,686	$3,686	User Fee
Engineering Review / Plan Check					
Preliminary Electric Service Assessment	Each	$238	$1,395	$1,395	User Fee
Plan Check:					
Basic/Minor	Each	New	$1,271	$1,271	User Fee
Advanced/Major	Each	New	$3,714	$3,714	User Fee

Master Subdivision/Subdivision	Each	New	$2,318	$2,318	User Fee
Additional Plan Check (After 2nd Review):					
Basic/Minor	Each	$119	$461	$461	User Fee
Advanced/Major	Each	$119	$1,383	$1,383	User Fee
Master Subdivision/Subdivision	Each	$119	$922	$922	User Fee
Solar Application Review and Plan Check:					
Basic/Minor	Each	$136	$1,897	$1,897	User Fee
Advanced/Major	Each	$136	$2,647	$2,647	User Fee
Master Subdivision/Subdivision	Each	$136	$3,236	$3,236	User Fee
Additional Solar Plan Check (After 2nd Review):					
Basic/Minor	Each	$61	$666	$666	User Fee
Advanced/Major	Each	$61	$881	$881	User Fee
Master Subdivision/Subdivision	Each	$61	$1,030	$1,030	User Fee
Distribution Line Extension/Relocation:					
1 to 10 Units - Planning	Each	T&M	$1,398	$1,398	User Fee
1 to 10 Units - Engineering	Each	T&M	$698	$698	User Fee
10+ Units - Planning	Each	T&M	$2,796	$2,796	User Fee
10+ Units - Engineering	Each	T&M	$1,397	$1,397	User Fee
OH to UG Conversion - Planning	Each	T&M	$2,796	$2,796	User Fee
OH to UG Conversion - Engineering	Each	T&M	$1,895	$1,895	User Fee
Misc Electric Utility / Penalty Fees					
Customer Requested Electric Operations Service Call "Trip Charge"	Each	$125	$170	$170	User Fee
Service Line Disconnection:					
Overhead	Each	$559	$675	$675	User Fee
Underground	Each	$559	$675	$675	User Fee
Service Line Reconnection:					
Overhead	Each	$262	$675	$675	User Fee
Underground	Each	$262	$675	$675	User Fee
Distribution Line Disconnection:					
Overhead	Each	New	$1,033	$1,033	User Fee
Underground	Each	New	$1,033	$1,033	User Fee
Distribution Line Reconnection:					
Overhead	Each	New	$1,271	$1,271	User Fee
Underground	Each	New	$1,271	$1,271	User Fee
Service Turn On:					
Single Phase/Commercial Self Cont Remote	Each	Modified	$39	$39	User Fee
Single Phase/Commercial Self Cont in the Field	Each	Modified	$197	$197	User Fee
3 Phase Self Cont	Each	Modified	$295	$295	User Fee
Single Phase & 3 Phase CT Rated	Each	Modified	$295	$295	User Fee
Site / Panel Investigation	Each	New	$676	$676	User Fee
Meter Test - 2nd Request within One Year:					
Single Phase	Each	$182	$367	$367	User Fee
3 Phase	Each	$182	$709	$709	User Fee
Meter Changeout - Customer Required:					
Single Phase	Each	$307	$341	$341	User Fee
3 Phase	Each	$596	$625	$625	User Fee

Trespass / Diversion:						
1st Offense	Each		$250	$1,399	$1,399	User Fee
2nd Offense	Each		$350	$1,399	$1,399	User Fee
Inspections						
General	Each		$153	$676	$676	User Fee
Trench / Conduit	Each		$153	$795	$795	User Fee
Mandrel	Each		$153	$795	$795	User Fee
Substructure	Each		$153	$795	$795	User Fee
Structure / Equipment	Each		$153	$795	$795	User Fee
Solar:						
Single Phase	Each		$153	$849	$849	User Fee
3 Phase	Each		$153	$1,077	$1,077	User Fee
ENGINEERING						
Land Development Fees						
Specific Plan	Deposit		$3,871	Refer to Planning Deposit	Refer to Planning Deposit	User Fee
Specific Plan Amendment	Deposit		$2,540	Refer to Planning Deposit	Refer to Planning Deposit	User Fee
E.I.R	Deposit		$2,862	Refer to Planning Deposit	Refer to Planning Deposit	User Fee
Drainage Study (Preliminary and Final)						
Under 10 Acres	Each	Modified		$5,761	$5,761	User Fee
10 Acres or Greater	Each	Modified		$10,711	$10,711	User Fee
Revisions	Each	Modified		$2,923	$2,923	User Fee
4th Review (Or Additional)	Each	Modified		$1,862	$1,862	User Fee
Water Quality Management Plan (Preliminary and Final)						
Under 10 Acres	Each	Modified		$3,609	$3,609	User Fee
10 Acres or Greater	Each	Modified		$5,859	$5,859	User Fee
Revisions	Each	Modified		$1,711	$1,711	User Fee
4th Review (Or Additional)	Each	Modified		$1,187	$1,187	User Fee
Traffic Study Screening Memo	Each	New		$1,179	$300	User Fee
Traffic Study Scoping Agreement	Each	New		$2,164	$2,164	User Fee
Traffic Impact Analysis	Deposit		$2,504	$4,630	$4,630	User Fee
Soils Report	Each		$2,742	$3,373	$3,373	User Fee
Tentative Parcel Map						
Base	Each		$1,843	$8,715	$8,715	User Fee
Per Sheet	Per Sheet (max size is 36x48)	New		$2,250	$2,250	User Fee
4th Review (Or Additional)	Per Sheet	New		$750	$750	User Fee
Tentative Tract Map						
Base	Each		$2,531	$8,715	$8,715	User Fee
Per Sheet	Per Sheet	New		$3,375	$3,375	User Fee
4th Review (Or Additional)	Per Sheet	New		$1,125	$1,125	User Fee
Site Plan						
Residential	Each		$289	$1,902	$1,902	User Fee
Multi-Family and Other Non-Residential	Each		$289	$4,501	$4,501	User Fee
4th Review (Or Additional)	Per Sheet	New		$1,500	$1,500	User Fee
Preliminary Grading Plan						

Under 10 Acres	Each	New	$6,814	$6,814	User Fee
10 Acres or Greater	Each	New	$12,650	$12,650	User Fee
Revisions	Each	New	$3,493	$3,493	User Fee
4th Review (Or Additional)	Each	New	$4,053	$4,053	User Fee
Utility Site Plan					
Under 10 Acres	Each	New	$3,555	$3,555	User Fee
10 Acres or Greater	Each	New	$5,968	$5,968	User Fee
Revisions	Each	New	$1,918	$1,918	User Fee
4th Review (Or Additional)	Each	New	$2,543	$2,543	User Fee
Water Supply Verification / Assessment (WSA)	Deposit	New	Actual Cost + 10%	Actual Cost + 10%	User Fee
Sewer Availability Verification / Assessment	Deposit	New	Actual Cost + 10%	Actual Cost + 10%	User Fee
Reclaimed Water	Deposit	New	Actual Cost + 10%	Actual Cost + 10%	User Fee
Sewer Waste Survey	Each	New	$939	$939	User Fee
Conceptual Landscape Plan Review	Each	New	$663	$663	User Fee
Flood Zone Development Review	Each	$705	$2,165	$2,165	User Fee
Consultant Service	Deposit	$184 + Consultant's Fee	Actual Cost + 15%	Actual Cost + 15%	User Fee
Final Map/Easement Review					
Final Map:					
Base	Base	New	$5,186	$5,186	User Fee
Per Lot	Per Lot	New	$300	$300	User Fee
Fourth or Subsequent Review	Per Sheet	New	$689	$689	User Fee
Amended Final Map	Per Sheet	$932	$4,273	$4,273	User Fee
Condominium Plan	Each	$1,023	Actual Cost + 15%	Actual Cost + 15%	User Fee
Certificate of Correction	Each	$836	$1,049	$1,049	User Fee
Certificate of Compliance	Each	$653	$4,596	$4,596	User Fee
Dedication Document (ROW or Easement)	Each	$224	$5,250	$2,625	User Fee
Street Vacation	Each	$435	$5,250	$2,625	User Fee
Lot Line Adjustment	Each	$619	$5,250	$2,625	User Fee
Lot Merger	Each	$619	$5,250	$2,625	User Fee
Consultant Service	Deposit	$183 + Consultant's Fee	Actual Cost + 15%	Actual Cost + 15%	User Fee
Plan Review					
Grading:					
Base	Base	Modified	$3,209	$3,209	User Fee
Per Sheet	Per Sheet	Modified	$1,045	$1,045	User Fee
Precise Grading:					
Base	Base	Modified	$4,254	$4,254	User Fee
Per Sheet	Per Sheet	Modified	$1,913	$1,913	User Fee
Erosion Control (If Separate from Grading Plan):					
Base	Base	New	$2,347	$2,347	User Fee
Per Sheet	Per Sheet	New	$300	$300	User Fee
Improvement Plan Review (Street, Signing and Striping, Traffic Signal, Traffic Control, Storm Drain, Channel, Sewer, Water, Non-Potable Water, Landscap					
Base	Base	Modified	$4,949	$4,949	User Fee
Per Sheet	Per Sheet	Modified	$573	$573	User Fee
Plan Revisions:					

Base	Base	New	$1,154	$1,154	User Fee
Per Sheet	Per Sheet	New	$1,393	$1,393	User Fee
Fourth or Subsequent Review	Per Sheet	New	$464	$464	User Fee
Other Improvement Plans: As Directed by City Engineer	Deposit	New	Actual Cost + 15%	Actual Cost + 15%	User Fee
Grading Permit Fees (Mass, Rough, Stockpile, Borrow)					
Grading Permit:					
51-100 CY	Each	$45	$975	$975	User Fee
101-1,000 CY					
Base	Base	$45	$1,412	$1,412	User Fee
For Every 100 CY or Fraction Thereof	Each 100CY	$21	$57	$57	User Fee
1,001-10,000 CY					
Base	Base	$230	$1,923	$1,923	User Fee
For Every 1,000 CY or Fraction Thereof	Each 1,000CY	$25	$74	$74	User Fee
10,001-100,000 CY					
Base	Base	$380	$2,585	$2,585	User Fee
For Every 10,000 CY or Fraction Thereof	Each 10,000CY	$75	$175	$175	User Fee
100,001 or more CY					
Base	Base	$1,075	$4,163	$4,163	User Fee
For Every 100,000 CY or Fraction Thereof	Each 100,000CY	$85	$132	$132	User Fee
Encroachment Permit Fees					
Encroachment Permit	Each	$352	$1,643	$400	User Fee
Excavation Permit	Each	New	$1,643	$400	User Fee
Demolition	Each	New	$1,643	$400	User Fee
Curb & Gutter:					
<100 ft.	Base	$60	$496	$496	User Fee
>100 ft.	Per 100 ft	$43	$188	$188	User Fee
Sidewalk:					
<400 sq. ft	Base	$60	$456	$456	User Fee
>400 sq. ft	Per 100 ft	$19	$148	$148	User Fee
Pavement:					
<1,000 ft.	Base	$120	$556	$556	User Fee
Each Additional 1,000 ft.	Each Add'l 1,000 Ft.	$95	$248	$248	User Fee
Driveway Approach:					
Residential	Each	$60	$620	$620	User Fee
Commercial	Each	$81	$660	$660	User Fee
Wheelchair Ramp	Each	$60	$536	$536	User Fee
Cross Gutter / Spandrel	Each	$103	$496	$496	User Fee
Sewer main, storm drain, water main:					
<50 ft.	Base	$82	$716	$716	User Fee
>50 ft.	Per 50 LF	$43	$377	$377	User Fee
Sewer Lateral	Each	$60	$815	$815	User Fee
Water Service	Each	$60	$617	$617	User Fee
Sewer Manhole	Each	$81	$737	$737	User Fee
Sewer Clean Out	Each	$82	$557	$557	User Fee

Water Line Hot Tap	Each	$174	$815	$815	User Fee
Storm Drain Inlet:					
Storm Drain Inlet	Each	$189	$868	$868	User Fee
Storm Drain Connector Pipe	Each	$145	$748	$748	User Fee
Parkway Drain	Each	$81	$748	$748	User Fee
Fire Hydrant	Each	$270	$776	$776	User Fee
Air Vac Blow Off	Each	$103	$656	$656	User Fee
Street Tree	Each	$60	$368	$368	User Fee
Street Name & Traffic Sign	Each	$60	$368	$368	User Fee
Inspections					
Industrial Waste Inspection	Each	$175	$175	$175	User Fee
NPDES Inspection / Reinspection - (Grading)	Per Acre	Modified	$594	$594	User Fee
NPDES Inspection / Reinspection - (Stormwater Compliance)					
Commercial Food Facilities and Non-IG Permit Inspections	Per Inspection	New	$331	$331	User Fee
IG Permit Facilities, Businesses, and SB205 Compliance	Per Inspection	New	$394	$394	User Fee
Reinspection Charge	Per Inspection	New	$257	$257	User Fee
Overtime Inspection	Per Hour	1.5 x time spent	$266	$266	User Fee
Re-Inspection Fee	Per Hour	$154	$239	$239	User Fee
Inspections - Subdivision Developments	% of Est. Constr. Cost	4%	4%	4%	User Fee
Miscellaneous Fees					
Reimbursement Agreement	Each	$1,056	$2,658	$2,658	User Fee
Technology Surcharge	% of Total Fees	2.5%	6.0%	6.0%	User Fee
Appeals to City Council or Planning Commission	Each	$543	$1,422	$1,422	User Fee
Public Right of Way Items					
Over sized/weight permit (Caltrans Rate):					
Single Trip	Per Trip	$16	$16	$16	User Fee
Annual	Each	$90	$90	$90	User Fee
Penalty for Work w/o Permit	Each	$244	2x Permit Fees	2x Permit Fees	User Fee
Dumpster / POD in Public ROW	Each	New	$331	$331	User Fee
Street Closure	Each	New	$557	$557	User Fee
Special District Annexation	Deposit	New	Actual Cost + 15%	Actual Cost + 15%	User Fee
Fee for Services Not Specified Above	Per Hour	New	$294	$294	User Fee
FILM PERMITS					
Film Permit Fee					
Minor Impact	Each	$300	$1,024	$1,024	User Fee
Moderate Impact	Each	$300	$2,277	$2,277	User Fee
High Impact	Each	$300	$4,742	$4,742	User Fee
FINANCE					
Document Printing / Photocopying Fees:					
Black & White	Per Copy	$0.25	$0.25	$0.25	GOV § 6253(b)
Color	Per Copy	$0.35	$0.35	$0.35	GOV § 6253(b)
Oversized (maps)	Each	Actual Cost	$0.00	$0.00	GOV § 6253(b)
Bound Document Fees:					
Binding Materials	Each	$1.00	$1.00	$1.00	GOV § 6253(b)

Per Page Charge					
Black & White	Per Copy	$0.25	$0.25	$0.25	GOV § 6253(b)
Color	Per Copy	$0.35	$0.35	$0.35	GOV § 6253(b)
Document Certification	Each	Modified	$15.00	$15.00	GOV § 8223 (b)
Postage	Each	Actual Cost	$0.00	$0.00	User Fee
Return Check Processing:					
1st Check	Each	$25	$25	$25	CIV § 1719(a)
2nd Check	Each	$25	$35	$35	CIV § 1719(a)
Digital Copy of any City live broadcast	Each per DVD	$7	$7	$7	GOV § 6253.9(a)
FIRE					
FIRE FEES FOR SPRINKLER PERMITS (FSS, FSD, FMS)					
New 13, 13R Fire Sprinkler System plan check (base fee)	Each	$662	$719	$719	User Fee
New 13, 13R Fire Sprinkler System inspection (per sprinkler head)	Per Sprinkler Head	$7	$10	$10	User Fee
New 13D Fire Sprinkler System plan check (base fee)	Each	$284	$308	$308	User Fee
New 13D Fire Sprinkler System inspection (per sprinkler head) (each separate plan type)	Per Sprinkler Head	$7	$10	$10	User Fee
TI 13, 13R Fire Sprinkler System plan check (base fee)	Each	$473	$513	$513	User Fee
TI 13, 13R Fire Sprinkler System inspection (per sprinkler head)	Per Sprinkler Head	$7	$10	$10	User Fee
TI 13D Fire Sprinkler System plan check (base fee)	Each	$237	$256	$256	User Fee
TI 13D Fire Sprinkler System inspection (per sprinkler head)	Per Sprinkler Head	$7	$10	$10	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR ALARM PERMITS (FAL)					
New Fire Alarm System plan check (base fee)	Each	$662	$719	$719	User Fee
New Fire Alarm System inspection (per initiating or notification device)	Per Device	$7	$10	$10	User Fee
TI Fire Alarm System Plan Check (base fee)	Each	$473	$513	$513	User Fee
TI Fire Alarm System Inspection (per initiating or notification device)	Per Device	$7	$10	$10	User Fee
Monitoring Only Plan Check (or Communicator upgrade per unit)	Per Unit	$189	$205	$205	User Fee
Monitoring Only Inspection (or Communicator upgrade per unit)	Per Unit	$189	$205	$205	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR WATER SYSTEM PERMITS (FWT)					
Underground plan check (per connection ie hydrant and/or riser)	Per Connection	$284	$308	$308	User Fee

Underground inspection (per connection ie hydrant and/or riser)	Per Connection	$378	$411	$411	User Fee
Fire Pump plan check	Each	$567	$616	$616	User Fee
Fire Pump inspection	Each	$473	$513	$513	User Fee
Aboveground Temporary Tank plan check	Each	$284	$308	$308	User Fee
Aboveground Temporary Tank inspection	Each	$284	$308	$308	User Fee
Emergency Underground Repair plan check	Each	$284	$308	$308	User Fee
Emergency Underground Repair inspection	Each	$567	$616	$616	User Fee
Standpipes/Hose valves plan check	Each	$284	$308	$308	User Fee
Standpipes/Hose valves inspection	Each	$378	$411	$411	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR PROTECTION SYSTEMS PERMITS (FPS)					
Special Extinguishing System plan check	Each	$520	$565	$565	User Fee
Special Extinguishing System inspection	Each	$284	$308	$308	User Fee
Hood and Duct Extinguishing System plan check (per system)	Per System	$284	$308	$308	User Fee
Hood and Duct Extinguishing System inspection (per system)	Per System	$284	$308	$308	User Fee
Smoke Control - Rationale Analysis and Plan Review	Each	$1,323	$1,439	$1,439	User Fee
Smoke Control System inspection	Each	$1,134	$1,233	$1,233	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR OTHER SYSTEMS PERMITS (FOS)					
Industrial Oven plan check (per oven)	Per Oven	$378	$411	$411	User Fee
Industrial Oven inspection (per oven)	Per Oven	$378	$411	$411	User Fee
Dust Collection System plan check	Each	$378	$411	$411	User Fee
Dust Collection System inspection	Each	$378	$411	$411	User Fee
Battery System plan check (Commercial)	Each	$378	$411	$411	User Fee
Battery System inspection (Commercial)	Each	$378	$411	$411	User Fee
Refrigeration System < 500 lbs. plan check	Each	$567	$616	$616	User Fee
Refrigeration System < 500 lbs. inspection	Each	$284	$308	$308	User Fee
Refrigeration System ≥ 500 lbs. plan check	Each	$945	$1,027	$1,027	User Fee
Refrigeration System ≥ 500 lbs. inspection	Each	$567	$616	$616	User Fee
Spray Booths (per booth) plan check	Per Booth	$284	$308	$308	User Fee

Spray Booths (per booth) inspection	Per Booth	$189	$205	$205	User Fee
Gas Systems (Med Gas, Industrial Gas, LPG) plan check	Each	$567	$616	$616	User Fee
Gas Systems (Med Gas, Industrial Gas, LPG) inspection	Each	$378	$411	$411	User Fee
Emergency Responder Radio Coverage plan check	Each	$756	$822	$822	User Fee
Emergency Responder Radio Coverage inspection	Each	$756	$822	$822	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Acutal Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR ACCESS & WATER REVIEWS (FAW, FPP)					
Access and Water Supply plan check	Each	$189	$205	$205	User Fee
Access and Water Supply inspection	Each	$378	$411	$411	User Fee
Fuel Modification Plan check	Each	$378	$411	$411	User Fee
Fuel Modification inspection	Each	$189	$205	$205	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR HAZ MAT PERMITS (FHM)					
Haz-Mat Chem Class <10 Chemicals plan check	Each	$284	$308	$308	User Fee
Haz-Mat Chem Class<10 Chemicals inspection	Each	$189	$205	$205	User Fee
Haz-Mat Chem Class 10 - 25 Chemicals plan check	Each	$473	$513	$513	User Fee
Haz-Mat Chem Class 10 - 25 Chemicals inspection	Each	$284	$308	$308	User Fee
Haz-Mat Chem Class 26 - 100 Chemicals plan check	Each	$756	$822	$822	User Fee
Haz-Mat Chem Class 26 - 100 Chemicals inspection	Each	$473	$513	$513	User Fee
Haz-Mat Chem Class >100 Chemicals plan check	Each	$1,040	$1,130	$1,130	User Fee
Haz-Mat Chem Class >100 Chemicals inspection	Each	$662	$719	$719	User Fee
Underground Storage Tanks plan check (per tank) Installation or Removal	Per Tank	$426	$462	$462	User Fee
Underground Storage Tanks inspection (per tank) Installation or Removal	Per Tank	$189	$205	$205	User Fee
Aboveground Storage Tanks plan check (per tank) Installation or Removal	Per Tank	$426	$462	$462	User Fee
Aboveground Storage Tanks inspection (per tank) Installation or Removal	Per Tank	$189	$205	$205	User Fee
Alterations to gas stations plan check (no tank alterations)	Each	$284	$308	$308	User Fee
Alterations to gas stations inspection (no tank alterations)	Each	$189	$205	$205	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee

Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR HIGH PILE STORAGE PERMITS (FHP)					
High Pile Storage <12,000 sq. ft. Plan Check	Each	$378	$411	$411	User Fee
High Pile Storage <12,000 sq. ft. Inspection	Each	$378	$411	$411	User Fee
High Pile Storage 12,001 - 50,000 sq. ft. Plan Check	Each	$756	$822	$822	User Fee
High Pile Storage 12,001 - 50,000 sq. ft. Inspection	Each	$756	$822	$822	User Fee
High Pile Storage 50,001 - 100,000 sq. ft. Plan Check	Each	$1,134	$1,233	$1,233	User Fee
High Pile Storage 50,001 - 100,000 sq. ft. Inspection	Each	$1,134	$1,233	$1,233	User Fee
High Pile Storage > 100,000 sq. ft. Plan Check	Each	$1,512	$1,644	$1,644	User Fee
High Pile Storage > 100,000 sq. ft. Inspection	Each	$1,512	$1,644	$1,644	User Fee
Construction Reinspection Fee (per hour)	Per Hour	$189	$205	$205	User Fee
Alternate methods and materials (initial - 4 hrs. min.)	Each	$756	$822	$822	User Fee
Additional Alternate methods and materials Plan Review (per hour)	Per Hour	$189	$205	$205	User Fee
Consultant Fire Plan Review	Deposit	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc./Over the Counter/ Revisions (per hour)	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
FIRE FEES FOR INSPECTIONS (FIN)					
Residential Care Facility Pre-inspection (6 or less)	Each	$189	$205	$205	User Fee
Residential Day Care Facility 8-14 Fire Clearance	Each	$189	$205	$205	User Fee
Special Event WITH tents and/or canopies >400 sq. ft.	Each	$378	$411	$411	User Fee
Special Event with NO tents and/or canopies	Each	$189	$205	$205	User Fee
Carnivals and Fairs	Each	$378	$411	$411	User Fee
Explosives or Blasting Agents, use, dispose	Each	$378	$411	$411	User Fee
Firework Displays	Each	$1,134	$1,233	$1,233	User Fee
Complaints (not on fee schedule but is documented under this record type)	Each	$0	$102	$0	User Fee
Fire Clearances (not on fee schedule but is documented under this record type for hospital,	Each	$189	$205	$205	User Fee
Hydrant/Control Valve Flow Test	Each	$284	$308	$308	User Fee
Fire Standby (per hour - During work hours)	Per Hour	$189	$205	$205	User Fee
Fire Standby (per hour - During off work hours OVERTIME)	Per Hour	$284	$308	$308	User Fee
Miscellaneous Inspection (uses 1 hour of the hourly rate fee)	Per Hour	$189	$205	$205	User Fee
MISCELLANEOUS FIRE FEES					
Plan Review (per hour) for items not identified on fee schedule	Per Hour	$189	$205	$205	User Fee
Inspection (per hour) for items not identified on fee schedule	Per Hour	$189	$205	$205	User Fee
False Alarm - Commercial / Industrial	Each	$378	$411	$411	User Fee
False Alarm - Residential	Each	$378	$411	$189	User Fee
False Alarm Response (Only applicable after 3rd False Alarm)	Each	New	$411	$411	User Fee
ANNUAL PERMITS					
Business					

A-1 occupancies: Assembly uses, usually with fixed seating, intended for the production and	Per Year	$284	$308	$308	User Fee
A-1 occupancies: Assembly uses, usually with fixed seating, intended for the production and	Per Year	$567	$616	$616	User Fee
A-2 occupancies: Assembly uses intended for food and/or drink consumption <10,000 sq. f	Per Year	$189	$205	$205	User Fee
A-2 occupancies: Assembly uses intended for food and/or drink consumption > 10,000 sq. f	Per Year	$284	$308	$308	User Fee
A-3 occupancies: Assembly uses intended for worship, recreation or amusement and other	Per Year	$284	$308	$308	User Fee
A-3 occupancies: Assembly uses intended for worship, recreation or amusement and other	Per Year	$567	$616	$616	User Fee
A-4 occupancies: Assembly uses intended for viewing of indoor sporting events and activiti	Per Year	$284	$308	$308	User Fee
A-4 occupancies: Assembly uses intended for viewing of indoor sporting events and activiti	Per Year	$567	$616	$616	User Fee
A-5 occupancies: Assembly uses intended for participation in or viewing outdoor activities.	Per Year	$284	$308	$308	User Fee
B,F,M or S Occupancies < 3,600 Square Feet	Per Year	$189	$205	$205	User Fee
B,F,M or S Occupancies 3,601 - 50,000 Square Feet	Per Year	$378	$411	$411	User Fee
B,F,M or S Occupancies 50,001 - 350,000 sq. ft.	Per Year	$567	$616	$616	User Fee
B,F,M or S Occupancies > 350,000 sq. ft.	Per Year	$1,134	$1,233	$1,233	User Fee
H or L Occupancy	Per Year	$567	$616	$616	User Fee
2nd Re-Inspection Penalty (Penalty of $189+ reinspection fee $189= $378)	Each	$378	$411	$411	User Fee
3rd + Re-inspection Penalty (Penalty of $200 + reinspection fee $300 = $500)	Each	$500	$543	$543	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
Multi-Family					
R-1 Occupancy (i.e. hotels, motels) <25 units	Per Year	$567	$616	$616	User Fee
R-1 Occupancy (i.e. hotels, motels) 26-50 units	Per Year	$709	$770	$770	User Fee
R-1 Occupancy (i.e. hotels, motels) 51-75 units	Per Year	$851	$925	$925	User Fee
R-1 Occupancy (i.e. hotels, motels) 76-100 units	Per Year	$993	$1,079	$1,079	User Fee
R-1 Occupancy (i.e. hotels, motels) >100 units	Per Year	$1,134	$1,233	$1,233	User Fee
R-2 Occupancy (i.e. Res Permanent 3+) per unit	Per Year	$48	$51	$48	User Fee
Care Facility Residential State Licensed - 6 or less Pre-inspection Fee	Per Year	$189	$205	$205	User Fee
Care Facility Commercial 0-50 State Licensed	Per Year	$378	$411	$411	User Fee
Care Facility Commercial 51-99 State Licensed	Per Year	$473	$513	$513	User Fee
Care Facility Commercial 100-150 State Licensed	Per Year	$567	$616	$616	User Fee
Care Facility Commercial ≥ 151 State Licensed	Per Year	$756	$822	$822	User Fee
2nd Re-Inspection Penalty (Penalty of $189+ reinspection fee $189= $378)	Each	$378	$411	$411	User Fee
3rd + Re-inspection Penalty (Penalty of $200 + reinspection fee $300 = $500)	Each	$500	$543	$543	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
State-Mandated					
E Occupancy (Schools) <10,000 sq. ft.	Per Year	$284	$308	$308	User Fee
E Occupancy (Schools) > 10,000 sq. ft.	Per Year	$756	$822	$822	User Fee
Hospitals <10,000 S.F.	Per Year	$284	$308	$308	User Fee
Hospitals > 10,000 S.F.	Per Year	$756	$822	$822	User Fee
Skilled Nursing < 10,000 S.F.	Per Year	$284	$308	$308	User Fee
Skilled Nursing > 10,000 S.F.	Per Year	$756	$822	$822	User Fee
Jail <10,000 S.F.	Per Year	$284	$308	$308	User Fee
Jail > 10,000 S.F.	Per Year	$756	$822	$822	User Fee
High-Rise 75' or more	Per Year	$1,134	$1,233	$1,233	User Fee
Day Care Facilities Residential 8-14 Fire Clearance	Per Year	$189	$205	$205	User Fee
Day Care Facilities Commercial 0-50	Per Year	$189	$205	$205	User Fee
Day Care Facilities Commercial 51-100	Per Year	$378	$411	$411	User Fee
Day Care Facilities Commercial 101-150	Per Year	$430	$462	$462	User Fee

Day Care Facilities Commercial >150	Per Year	$473	$513	$513	User Fee
2nd Re-Inspection Penalty (Penalty of $189+ reinspection fee $189= $378)	Each	$378	$411	$411	User Fee
3rd + Re-inspection Penalty (Penalty of $200 + reinspection fee $300 = $500)	Each	$500	$543	$543	User Fee
Work without Permit (PENALTY)	Each	$378	$411	$411	User Fee
Fire Code Permits (CFC Operational Permits)					
Additive Manufacturing (3D Printing)	Per Year	$189	$205	$205	User Fee
Aerosol Products Level 2 & 3	Per Year	$95	$102	$102	User Fee
Amusement Buildings (Special Amusement Buildings)	Per Year	$284	$308	$308	User Fee
Carnivals and Fairs	Per Year	$95	$102	$102	User Fee
Cellulose Nitrate	Per Year	$95	$102	$102	User Fee
Combustible Dust Producing & Operations	Per Year	$189	$205	$205	User Fee
Combustible Fibers	Per Year	$189	$205	$205	User Fee
Compressed Gases	Per Year	$189	$205	$205	User Fee
Covered and Uncovered Mall Buildings	Per Year	$284	$308	$308	User Fee
Cryogenic Fluids	Per Year	$189	$205	$205	User Fee
Cutting and Welding	Per Year	$95	$102	$102	User Fee
Dry Cleaning Plants 1-2 units	Per Year	$95	$102	$102	User Fee
Dry Cleaning Plants > 2 units	Per Year	$284	$308	$308	User Fee
Energy Storage System	Per Year	$378	$411	$411	User Fee
Exhibits and trade Shows	Per Year	$189	$205	$205	User Fee
Explosives	Per Year	$189	$205	$205	User Fee
Hydrant/Control Valve Flow Test	Per Year	$189	$205	$205	User Fee
Flammable/Combustible Liquids Inside ≥60 Gal.	Per Year	$189	$205	$205	User Fee
Flammable/Combustible Liquids Inside <60 Gal.	Per Year	$95	$102	$102	User Fee
Flammable/Combustible Liquid Outside/Aboveground tank (per tank)	Per Year	$142	$154	$154	User Fee
Flammable/Combustible Liquid Underground Tanks (per tank)	Per Year	$142	$154	$154	User Fee
Fruit and Crop Ripening	Per Year	$142	$154	$154	User Fee
Hazardous Materials	Per Year	$189	$205	$205	User Fee
Hazardous Production Materials	Per Year	$189	$205	$205	User Fee
High-Piled Combustible Stock <12,000 sq. ft.	Per Year	$189	$205	$205	User Fee
High-Piled Combustible Stock 12,000 - 100,000 sq. ft.	Per Year	$473	$513	$513	User Fee
High-Piled Combustible Stock >100,000 sq. ft.	Per Year	$756	$822	$822	User Fee
Hot Work Operations	Per Year	$95	$102	$102	User Fee
Industrial Ovens/Drying	Per Year	$189	$205	$205	User Fee
Lumber yards and woodworking plants	Per Year	$378	$411	$411	User Fee
Liquid or Gas Filled Vehicles in Assemblies	Per Year	$189	$205	$205	User Fee
Liquefied Petroleum Gases	Per Year	$95	$102	$102	User Fee
Magnesium	Per Year	$95	$102	$102	User Fee
Miscellaneous Combustible Storage	Per Year	$189	$205	$205	User Fee
Mobile Fueling of Hydrogen Fueled Vehicles	Per Year	$189	$205	$205	User Fee
Motor vehicle Fuel Dispensing Facilities	Per Year	$189	$205	$205	User Fee
Open Flame and/ or Candles in Assembly Occupancies	Per Year	$95	$102	$102	User Fee
Organic Coatings	Per Year	$189	$205	$205	User Fee
Places of Assembly	Per Year	$189	$205	$205	User Fee
Plant Extraction Systems	Per Year	$189	$205	$205	User Fee
Pyrotechnical Special Effects	Per Year	$756	$822	$822	User Fee

Pyroxylin plastics	Per Year	$189	$205	$205	User Fee
Refrigeration Equipment <500 lbs.	Per Year	$189	$205	$205	User Fee
Refrigeration Equipment ≥500 lbs.	Per Year	$378	$411	$411	User Fee
Repair Garages and Motor Fuel Dispensing Facitlies	Per Year	$189	$205	$205	User Fee
Spray Booths/ Dipping Operations	Per Year	$189	$205	$205	User Fee
Storage of Tires	Per Year	$189	$205	$205	User Fee
Tire Rebuilding Plants	Per Year	$189	$205	$205	User Fee
Waste Handling	Per Year	$95	$102	$102	User Fee
Wood products	Per Year	$95	$102	$102	User Fee
Lithium Batteries	Per Year	$189	$205	$205	User Fee
FIRE BUILDING PERMIT FEES - PLAN CHECK					
Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is completed and occupiable (same fees as shell buildings)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee
5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Residential and Multifamily Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R , or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee
5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Hazardous Use - (All newly constructed or added space for hazardous use occupancies classified as CBC Group H.					
0-1,999 sq. ft.	Flat	$237	$256	$256	User Fee
2,000-4,999 sq. ft.	Flat	$378	$411	$411	User Fee
5,000-9,999 sq. ft.	Flat	$520	$565	$565	User Fee
10,000-24,999 sq. ft.	Flat	$662	$719	$719	User Fee
25,000-49,999 sq. ft.	Flat	$804	$873	$873	User Fee
50,000+	Base	$804	$873	$873	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is not completed or occupiable)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee

5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Tenant Improvement - (Remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, R, S, or other commercial occupancies not specifically addressed elsewhere.)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee
5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Tenant Improvement - Hazardous Use (Remodeled space for non-residential occupancies classified as CBC Group H.					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$284	$308	$308	User Fee
5,000-9,999 sq. ft.	Flat	$426	$462	$462	User Fee
10,000-24,999 sq. ft.	Flat	$567	$616	$616	User Fee
25,000-49,999 sq. ft.	Flat	$709	$770	$770	User Fee
50,000+	Base	$709	$770	$770	User Fee
50,000+	Per 1,000 Sq. Ft.	$14	$14	$14	User Fee
SOLAR / PHOTOVOLTAIC (BON / BFR / BRC)					
Residential (Over 20 kw)	Each	$189	$205	$205	User Fee
Commercial	Each	$378	$411	$411	User Fee
Generator / Cell Sites					
Generator / Cell Sites	Each	$189	$205	$205	User Fee
FIRE BUILDING PERMIT FEES - INSPECTION					
Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is completed and occupiable (same fees as shell buildings)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee
5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Residential and Multifamily Residential Uses - (All newly constructed or added space for residential occupancies classified as CBC Group R , or other residential occupancies not specifically addressed elsewhere in this Fee Schedule)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee

5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Hazardous Use - (All newly constructed or added space for hazardous use occupancies classified as CBC Group H.					
0-1,999 sq. ft.	Flat	$237	$256	$256	User Fee
2,000-4,999 sq. ft.	Flat	$378	$411	$411	User Fee
5,000-9,999 sq. ft.	Flat	$520	$565	$565	User Fee
10,000-24,999 sq. ft.	Flat	$662	$719	$719	User Fee
25,000-49,999 sq. ft.	Flat	$804	$873	$873	User Fee
50,000+	Base	$804	$873	$873	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Shell Buildings for all Commercial Uses - (The enclosure for all newly constructed or added space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, S, or other commercial occupancies not specifically addressed elsewhere in this Fee Schedule where the interior is not completed or occupiable)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee
5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Tenant Improvement - (Remodeled space for non-residential occupancies classified as CBC Group A, B, E, F, I, M, R, S, or other commercial occupancies not specifically addressed elsewhere.)					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$237	$256	$256	User Fee
5,000-9,999 sq. ft.	Flat	$284	$308	$308	User Fee
10,000-24,999 sq. ft.	Flat	$378	$411	$411	User Fee
25,000-49,999 sq. ft.	Flat	$473	$513	$513	User Fee
50,000+	Base	$473	$513	$513	User Fee
50,000+	Per 1,000 Sq. Ft.	$9	$9	$9	User Fee
Tenant Improvement - Hazardous Use (Remodeled space for non-residential occupancies classified as CBC Group H.					
0-1,999 sq. ft.	Flat	$189	$205	$205	User Fee
2,000-4,999 sq. ft.	Flat	$284	$308	$308	User Fee
5,000-9,999 sq. ft.	Flat	$426	$462	$462	User Fee
10,000-24,999 sq. ft.	Flat	$567	$616	$616	User Fee
25,000-49,999 sq. ft.	Flat	$709	$770	$770	User Fee
50,000+	Base	$709	$770	$770	User Fee
50,000+	Per 1,000 Sq. Ft.	$14	$14	$14	User Fee
SOLAR / PHOTOVOLTAIC (BON / BFR / BRC)					
Residential (Over 20 kw)	Each	$189	$205	$205	User Fee

Commercial	Each	$378	$411	$411	User Fee
Generator / Cell Sites					
Generator / Cell Sites	Each	$284	$308	$308	User Fee
ADDITIONAL FIRE FEES FOR BFC / BFR / BON					
Consultant Fire Plan Review	Each	Actual Cost + 20%	Actual Cost + 15%	Actual Cost + 15%	User Fee
Misc. / Over the Counter / Revisions	Per Hour	$189	$205	$205	User Fee
3rd review and subsequent submittals (per hour)	Per Hour	$189	$205	$205	User Fee
Expedited / Overtime Plan Review (per hour)	Per Hour	$284	$308	$308	User Fee
Expedited / Overtime Inspection (per hour)	Per Hour	$284	$308	$308	User Fee
FIRE PLANNING FEES					
Entitlement Applications					
Anexxation Fee	Each	$189	$205	$205	User Fee
Conditional Use Permit	Each	$567	$616	$616	User Fee
Conditional Use Permit Amendment	Each	$567	$616	$616	User Fee
Conditional Use Permit - Sexually Oriented Business	Each	$567	$616	$616	User Fee
Design Review	Each	$567	$616	$616	User Fee
Design Review Amendment	Each	$567	$616	$616	User Fee
Development Agreements	Each	$378	$411	$411	User Fee
EIR- Administrative Charge	Each	$378	$411	$411	User Fee
Environmental Assessment	Each	$378	$411	$411	User Fee
Extension of Time, CUP, Design Review	Each	$189	$205	$205	User Fee
Final Parcel Map	Each	$189	$205	$205	User Fee
Final Tract Map (First 50 Lots)	Each	$189	$205	$205	User Fee
Final tract Map (51 + lots)	Each	$378	$411	$411	User Fee
General Plan Amendment (Land Use)	Each	$189	$205	$205	User Fee
General Plan Amendment (Policy)	Each	$189	$205	$205	User Fee
Landscape Review	Each	$189	$205	$205	User Fee
Lot Line Adjustment (with existing building)	Each	$189	$205	$205	User Fee
Minor Modification of an Application	Each	$189	$205	$205	User Fee
Pre-Application Review (PAC)	Each	$567	$616	$616	User Fee
Site Plan Review	Each	$567	$616	$616	User Fee
Specific Plan	Each	$378	$411	$411	User Fee
Specific Plan Amendment	Each	$378	$411	$411	User Fee
Temporary Use Permits - Minor	Each	$189	$205	$205	User Fee
Temporary Use Permits - Major	Each	$378	$411	$411	User Fee
Tentative Map Time Extension	Each	$189	$205	$205	User Fee
Tentative Parcel Map	Each	$567	$616	$616	User Fee
Tentaive Tract Map (Less than 50 lots)	Each	$378	$411	$411	User Fee
Tentaive Tract Map (50 lots or more)	Each	$567	$616	$616	User Fee
Tentative Tract Map Condition Monitoring	Each	$189	$205	$205	User Fee
Variance	Each	$189	$205	$205	User Fee
Zone Change	Each	$189	$205	$205	User Fee
Cannibis Retailer Conditional Use Permit (CUP)	Each	$567	$616	$616	User Fee
Cannibis Cultivation, Manufacturing and Testing Laboratory Facilities Conditional Use Pe	Each	$567	$616	$616	User Fee

Cannibus Microbusiness Conditional Use Permit (CUP)	Each	$567	$616	$616	User Fee
Custom Home Review	Each	$378	$411	$411	User Fee
Development Agreement Amendment, Deposit	Each	$378	$411	$411	User Fee
Home Occupation Permit	Each	$189	$205	$205	User Fee
Phasing Map	Each	$189	$205	$205	User Fee
Plot Plan					
With hearing	Each	$567	$616	$616	User Fee
Without hearing (notice)	Each	$567	$616	$616	User Fee
Without hearing (no notice)	Each	$567	$616	$616	User Fee
Amended plot plan/substantial conformance	Each	$189	$205	$205	User Fee
Administrative (Includes second units)	Each	$189	$205	$205	User Fee
Subdivision Sales Office (Trailer) and Model Home Complexes-Temporary	Each	$189	$205	$205	User Fee
Tentative Parcel Map					
Residential	Each	$567	$616	$616	User Fee
Commercial	Each	$567	$616	$616	User Fee
Tentative Tract or Condo Map	Each	$567	$616	$616	User Fee
Tentative Tract or Parcel Map Revised	Each	$567	$616	$616	User Fee
Precise Grading plan review, per sheet	Each	$284	$308	$308	User Fee
Water/Sewer plan review, per sheet	Each	$284	$308	$308	User Fee
3rd review and subsequential submittals (per hour)	Each	$189	$205	$205	User Fee
Parks & Recreation					
Municipal Pool					
Admissions:					
Open Swim Lessons					
Adults	Per Person	$3.50		$3.50	Recreation
Children/Seniors	Per Person	$2.50		$2.50	Recreation
Lessons:					
Resident	Per Person	$50		$50	Recreation
Non-Resident	Per Person	$55		$55	Recreation
Private Rentals	Per Hour	$161	$791	$210	Rental
Cabana Rentals (during open swim)	Per Reservation	$69	$134	$90	Rental
Junior Life Guard Classes	Per Person	$65		$65	Recreation
Water Exercise:					
Water Exercise	Per Class	$5.00		$5	Recreation
Water Exercise - Punch Card - 10 Classes	Per Card	$40		$40	Recreation
Activities					
Youth Flag Football, Basketball & Soccer	Per Session Per Child	$60		$60	Recreation
Day Camp	Per Child Per Week	$80		$80	Recreation
Contract Class Fees:					
Contract Class Fees	Monthly	Fees set by instructor		Fees set by instructor	Recreation
Contract Class Fees	Per Class	Fees set by instructor		Fees set by instructor	Recreation
Adult Sport Leagues:					
Softball	Per Team	$350		$350	Recreation
Basketball	Per Team	$280		$280	Recreation
Community Center Rental					

Private Rates:					
Gymnasium	Per Day	$140	$248	$182	Rental
Large Meeting Room	Per Day	$70	$248	$91	Rental
Small Meeting Room	Per Day	$60	$132	$78	Rental
Kitchen & Gym	Per Day	$325	$265	$250	Rental
Kitchen Only	Per Day	New	$138	$125	Rental
Non-Profit Rates:					
Gymnasium	Per Day	$70	$248	$91	Rental
Large Meeting Room	Per Day	$35	$248	$45	Rental
Small Meeting Room	Per Day	$35	$132	$40	Rental
Kitchen & Gym	Per Day	$200	$265	$125	Rental
Kitchen Only	Per Day	New	$138	$63	Rental
Senior Center Rental					
Private Rates:					
Nutrition Site	Per Day	$100	$171	$130	Rental
Multi-Purpose Room	Per Day	$90	$152	$120	Rental
Non-Profit Rates:					
Nutrition Site	Per Day	$55	$171	$65	Rental
Multi-Purpose Room	Per Day	$55	$152	$60	Rental
Art Welch Community Center					
Private Rates:					
Full Facility Rental	Per Day	New	$376	$285	Rental
Kitchen Only	Per Day	New	$127	$80	Rental
Non-Profit Rates:					
Full Facility Rental	Per Day	New	$376	$145	Rental
Kitchen Only	Per Day	New	$127	$40	Rental
Parks Facilities					
Private Rates:					
Park Picnic Shelter	Per Day	$30	$35	$45	Rental
Ballfield & Soccer Field Rental					
Field Rental	Per Day	$30	$36	$45	Rental
Field Lights - 2 hour minimum	Per Hour	$17	$37	$30	Rental
Dysart Park	Per Day	$145	$429	$190	Rental
Amphitheater & Stage	Per Day	$45	$140	$90	Rental
Private Rates:					
Playhouse Bowl Building	Per Day	$90	$88	$120	Rental
Roosevelt Park Building	Per Day	$90	$97	$120	Rental
Non-Profit Rates:					
Playhouse Bowl Building	Per Day	$90	$88	$60	Rental
Roosevelt Park Building	Per Day	$90	$97	$60	Rental
Staffing Fees					
Monday - Friday 8:00am - 5:00pm	Per Hour	$20	$99	$30	User Fee
Monday - Friday After 5pm, Sat, Sun and City Holidays	Per Hour	$27	$111	$40	User Fee
Misc. Fees					
Security Deposit	Deposit	Varies	Varies	Varies	User Fee
Hold the Date Fee	Each	$25		$25	Deposit

Program Refund Admin Fee	Each	New	$15	$10	User Fee
Insurance Processing	Each	New	$15	$10	User Fee
Custodial	Each	New	$170	$60	User Fee
Vendor Fees (City Events)					
Outdoor Crafts Fairs and Marketplaces:					
Daily	Per Day	$5	$43	$40	User Fee
Yearly	Annual	$26	$217	$200	User Fee
Food Vendors					
Permitted through Riverside County	Per Day	New	$130	$85	User Fee
Non-Permitted through Riverside County	Per Day	New	$215	$145	User Fee
Petting Zoo	Per Day	New	$195	$100	User Fee
Carnival	Per Day	New	$195	$150	User Fee
Special Events					
Application Permit:					
New	Each	New	$130	$130	User Fee
Recurring	Each	New	$65	$65	User Fee
Staffing Fees - Special Events					
Police Officer	Per Hour Per Person	New	$180	$180	User Fee
Engineering (Street Closure)	Per Hour Per Person	New	$212	$212	User Fee
Fire Standby	Per Hour Per Person	New	See Fire Fee Schedule	See Fire Fee Schedule	User Fee
Fire Marshall Review	Per Hour Per Person	New	See Fire Fee Schedule	See Fire Fee Schedule	User Fee
Parks Staff	Per Hour Per Person	New	$156	$156	User Fee
Recreation Staff	Per Hour Per Person	New	$134	$134	User Fee
Water	Per Hour Per Person	New	$202	$202	User Fee
Electric	Per Hour Per Person	New	$225	$225	User Fee
PLANNING					
Annexation Fee	Deposit	$9,438	$10,000	$10,000	Deposit
Appeal of PC Decision	Each	$1,895	$5,673	$5,673	User Fee
Appeal of Planning Dept. Decision	Each	$3,624	$5,673	$5,673	User Fee
Certificate of Completion/Lot Line Adj	Each	$2,036	$1,028	$1,028	User Fee
Conditional Use Permit:					
Conditional Use Permit					
Minor	Each	$4,888	$3,143	$3,143	User Fee
Major	Each	$4,888	$5,108	$5,108	User Fee
Conditional Use Permit Amendment	Each	$4,531	$3,143	$3,143	User Fee
CUP - Sexually Oriented Business	Each	$2,396	$7,598	$7,598	User Fee
Design Review:					
Design Review					
Minor	Each	$6,093	$6,581	$6,581	User Fee
Major	Each	$6,093	$11,528	$11,528	User Fee
Design Review Amendment	Each	$4,635	$3,350	$3,350	User Fee
Development Agreements:					
Development Agreement	Deposit	$27,753	$27,753	$28,000	Deposit
Development Agreement Amendment	Each	New	$13,899	$13,899	User Fee
Development Agreement Annual Review	Each	New	$4,231	$4,231	User Fee
Environmental:					

Environmental Document Review	Deposit	Actual Cost	Actual Cost + 15%	Actual Cost + 15%	Deposit
Environmental - Mitigation Monitoring	Deposit	$5,335	Actual Cost + 15%	Actual Cost + 15%	Deposit
Environmental Filing Fee/ Environmental Fish and Game Fee	Each	Actual Cost	Actual Cost + 15%	Actual Cost + 15%	Deposit
CEQA Determination	Each	New	$509	$509	User Fee
Extension of Time: CUP or Design Review	Each	$743	$1,635	$1,635	User Fee
General Plan Amendment:					
Land Use					
Minor	Each	$8,296	$4,908	$4,908	User Fee
Major	Each	$8,296	$9,623	$9,623	User Fee
Lot Merger	Each	$697	$696	$696	User Fee
Minor Exception - See BMC Section 17.80	Each	New	$1,668	$1,668	User Fee
Minor modification of an Application	Each	$1,047	$1,045	$1,045	User Fee
Mural permit	Each	$673	$619	$619	User Fee
Noticing Fee for Public Hearing	Each	New	$1,006	$1,006	User Fee
Planning letters	Each	$174	$782	$782	User Fee
Pre-Application Conference Review	Each	No Charge	$1,218	$1,218	User Fee
SB9 Urban Lot Split - Two Unit Development	Each	New	$2,367	$2,367	User Fee
Sign Permit:					
Freestanding Sign	Each	$517	$2,463	$2,463	User Fee
Panel Change Only	Each	$112	$500	$500	User Fee
Sign Program	Each	New	$2,004	$2,004	User Fee
Sign Review	Each	$288	$816	$816	User Fee
Temp Signs	Each	$288	$389	$389	User Fee
Site Plan Review	Each	$890	$2,511	$2,511	User Fee
Specific Plan:					
Specific Plan	Deposit	$17,215	$16,133	$20,000	Deposit
Specific Plan Amend	Deposit	$12,490	$11,656	$15,000	Deposit
Temporary Use Permit:	Each				
Major	Each	Modified	$2,454	$2,454	User Fee
Minor	Each	Modified	$1,275	$1,275	User Fee
Technical Staff Review	Each	New	$3,143	$3,143	User Fee
Unit Phasing Map	Each	$437	$488	$488	User Fee
Variance	Each	$4,423	$6,111	$6,111	User Fee
Zone Change	Each	$7,166	$11,331	$11,331	User Fee
Zone Text Amend.	Each	$7,200	$12,600	$12,600	User Fee
Technology Surcharge	% of Permit	2.5%	6%	6%	User Fee
Final Parcel Map	Each	$992	$1,921	$1,921	User Fee
Final Tract Map:					
First 50 lots	Each	$1,569	$1,701	$1,701	User Fee
51+ lots	Base	$1,953	$1,701	$1,701	User Fee
Landscape Review					
Minor	Each	$969	$982	$982	User Fee
Major	Each	$1,065	$2,947	$2,947	User Fee
Tentative Map Time Extension	Each	$3,634	$5,108	$5,108	User Fee
Tentative Parcel Map	Each	$8,550	$11,530	$11,530	User Fee
Tentative Tract Map:					

Less than 50 lots	Deposit	$9,588	$15,824	$10,000	Deposit
50 lots or more	Deposit	$10,652	$15,824	$15,000	Deposit
Condition/MMRP Monitoring	Deposit	$5,335	$3,297	$5,000	Deposit
CANNABIS BUSINESS FEES					
Cannabis Retailer Regulatory Permit	Each	$5,180	$8,173	$8,173	User Fee
Cannabis Cultivation, Manufacturing, and Testing Laboratory Facilities Regulatory Permit	Each	$4,870	$9,156	$9,156	User Fee
Cannabis Microbusiness Regulatory Permit	Each	$5,180	$11,121	$11,121	User Fee
Cannabis Retailer Conditional Use Permit	Deposit	$10,000	$10,000	$10,000	Deposit
Cannabis Cultivation, Manufacturing, and Testing Laboratory Facilities Conditional Use Permit	Deposit	$10,000	$10,000	$10,000	Deposit
Cannabis Microbusiness Conditional Use Permit	Deposit	$10,000	$10,502	$10,000	Deposit
Cannabis Regulatory Permit Renewal	Each	New	$3,429	$3,429	User Fee
POLICE					
Miscellaneous					
All Reports:					
Black & White	Per Page	$0.25	$0.25	$0.25	GOV § 6253(b)
Color	Per Page	$0.35	$0.35	$0.35	GOV § 6253(b)
Photo Sales Charges	Per CD / DVD / Flash Drive	$10	$36	$36	User Fee
Electronic Media Duplication Fee	Per CD / DVD / Flash Drive	$15	$44	$44	User Fee
Report Request Form:					
Black & White	Per Page	$0.25	$0.25	$0.25	GOV § 6253(b)
Color	Per Page	$0.35	$0.35	$0.35	GOV § 6253(b)
Photo Sales Charges	Per CD / DVD / Flash Drive	$10	$36	$36	User Fee
Electronic Media Duplication Fee	Per CD / DVD / Flash Drive	$15	$44	$44	User Fee
Special Events Charge (4 hr minimum):					
Per Officer	Per Staff Per Hour	$98	$180	$180	User Fee
Per Corporal	Per Staff Per Hour	$105	$208	$208	User Fee
Per Sergeant	Per Staff Per Hour	$120	$230	$230	User Fee
Per Lieutenant	Per Staff Per Hour	$105	$268	$268	User Fee
Per Captain	Per Staff Per Hour	$125	$269	$269	User Fee
Vehicle Storage Release:					
Vehicle Storage Release	Per Vehicle	$115	$126	$126	User Fee
30 Day	Per Vehicle	$115	$126	$126	User Fee
False Alarm Response:					
1st response	Each	$0		$0	User Fee
2nd response	Each	$0		$0	User Fee
3rd response	Each	$72		$72	User Fee
4th response	Each	$144		$144	User Fee
5th + response	Each	$144		$144	User Fee
Clearance Letter Fee	Per Letter	$25	$48	$48	User Fee
Livescan Fingerprint Fee	Each	$15	$48	$48	User Fee
Civil Court Case Charge	Each	Actual Cost	Actual Cost	Actual Cost	User Fee
Repo Receipt Fee	Each	$15	$24	$24	User Fee
UTILITY BILLING					
Electric / Water Deposit:					
Electric / Water Deposit - Residential - Initial - Credit Check					

Green Rating	Deposit	$0	$26	$0	User Fee
Yellow Rating	Deposit	$100	$105	$105	User Fee
Red Rating	Deposit	$150	$158	$158	User Fee
No Credit Check	Deposit	$0	$26	$26	User Fee
Letter of Credit	Deposit	$150	$158	$158	User Fee
Cut/Broken Lock Fee	Each	$15	$72	$72	User Fee
Radio Wire Repair Fee	Each	New	$414	$414	User Fee
Broken Meter Box Replacement	Each	New	$1,148	$1,148	User Fee
Electric / Water Account Set:					
Next business day	Each	$30	$415	$45	User Fee
Same Day (8:00 a.m. to 12:00 p.m.; 1:00-3:00pm)	Each	$45	$415	$65	User Fee
After Hours (3:00 - 8:00 a.m. next business day & holidays and weekends)	Each	$219	$384	$300	User Fee
Miscellaneous Fees					
Delinquent Notice Fee	Each	$18.00	$200	$25	User Fee
Door Hanger Fee	Each	$13.50	$296	$20	User Fee
Water & Waste Water Utility Fees					
Water Meter Reinstallation Fee:					
3/4" Meter	Each	$142	$405	$405	User Fee
1" Meter	Each	$142	$405	$405	User Fee
1 1/2 " Meter	Each	$142	$835	$835	User Fee
2" Meter	Each	$142	$835	$835	User Fee
Anything larger than 2"	Each	$142	$1,389	$1,389	User Fee
Water Meter Installation Fee of (Brand New Service):					
3/4" Meter	Per Meter	$285	$563	$563	User Fee
1" Meter	Per Meter	$414	$588	$588	User Fee
1 1/2 " Meter	Per Meter	$608	$1,176	$1,176	User Fee
2" Meter	Per Meter	$875	$1,227	$1,227	User Fee
Anything larger than 2"	Per Meter	T & M	$131	$131	User Fee
Water Meter Test Fee:					
First Test					
3/4" Meter	First Test	$0	$833	$833	User Fee
1" Meter	First Test	$0	$853	$853	User Fee
1 1/2 " Meter	First Test	$0	$1,291	$1,291	User Fee
2" Meter	First Test	$0	$1,292	$1,292	User Fee
Anything larger than 2"	First Test	$0	Actual Cost + 15%	Actual Cost + 15%	User Fee
Each Additional Test					
3/4" Meter	Per Test	$100	$833	$833	User Fee
1" Meter	Per Test	$100	$853	$853	User Fee
1 1/2 " Meter	Per Test	$100	$1,291	$1,291	User Fee
2" Meter	Per Test	$100	$1,292	$1,292	User Fee
Anything larger than 2"	Per Test	$100	Actual Cost + 15%	Actual Cost + 15%	User Fee
Water Backflow/Cross Connection Testing:					
1" Meter	Each	$82	$296	$296	User Fee
1 1/2 " Meter	Each	$82	$296	$296	User Fee
2" Meter	Each	$82	$296	$296	User Fee
Anything larger than 2"	Each	$82	$398	$398	User Fee

Fire Protection Meter	Each	$82	$500	$500	User Fee
Backflow Device Installation - Time & Materials	Each	T & M	Actual Cost + 15%	Actual Cost + 15%	User Fee
Fire Flow Test:					
4" - 8"	Each	$95	$1,190	$1,190	User Fee
10" and above	Each	$95	$1,608	$1,608	User Fee
Installation of Gate Valve Fee:					
Installation of Gate Valve Fee	Per Hour	$87	$214	$214	User Fee
Installation of Gate Valve Fee - Materials	Each	Actual Cost	Actual Cost + 15%	Actual Cost + 15%	User Fee
Installation of Angle Valve Fee:					
Installation of Angle Valve Fee - 3/4"	Each	New	$861	$861	User Fee
Installation of Angle Valve Fee - 1"	Each	New	$918	$918	User Fee
Water Service Lateral Installation:					
3/4" Meter	Each	$4,025	$12,238	$12,238	User Fee
1" Meter	Each	$4,140	$12,238	$12,238	User Fee
1 1/2" Meter	Each	$4,685	$22,519	$22,519	User Fee
2" Meter	Each	$4,855	$22,520	$22,520	User Fee
>2" Meter	Each	T & M	Actual Cost + 15%	Actual Cost + 15%	User Fee
Construction water meter deposit (hydrant meter):					
3" Water Meter Deposit (Per Meter)	Deposit	$800	$2,700	$2,700	User Fee
4" Water Meter Deposit (Per Meter)	Deposit	$800	$4,048	$4,048	User Fee
6" Water Meter Deposit (Per Meter)	Deposit	$800	$5,400	$5,400	User Fee
Sewer Connection Investigation - Dye Check	Each	$95	$478	$478	User Fee
Trespass/Diversion/Theft of Service:					
1st offense	Per Offense	$300	$876	$876	User Fee
2nd offense	Per Offense	$600	$876	$876	User Fee
Water Plan Review					
Building Plan Review					
Single-Family Residential	Each	New	$198	$198	User Fee
Commercial	Each	New	$596	$596	User Fee
Planning Entitlement Reviews	Each	New	$298	$298	User Fee
Engineering Application Support	Each	New	$198	$198	User Fee
Wastewater Fees					
FOG (Fats, Oils, and Grease)					
Inspection	Fixed	New	$121	$121	User Fee
Re-Inspection	Fixed	New	$121	$121	User Fee
Industrial Waste Inspection (incl. Permit)	Fixed	New	$500	$500	User Fee
Industrial Waste Re-Inspection	Fixed	New	$297	$297	User Fee
Installation of Long-Side Sewer Lateral	Each	New	T&M	T&M	User Fee
Installation of Short-Side Sewer Lateral	Each	New	T&M	T&M	User Fee
CCTV Investigation (non-dye testing purposes)	Each	New	T&M	T&M	User Fee
Sewer Main Line Cleaning (non-routine cleaning)	Each	New	T&M	T&M	User Fee

Chapter 3.36 - FEE AND SERVICE CHARGE REVENUE/ COST COMPARISON

3.36.010 - Intent.

Pursuant to Article XIIIB of the California Constitution, it is the intent of the city council to require the ascertainment and recovery of costs reasonably borne from fees and charges levied therefor in providing the regulation, products or services hereinafter enumerated in this chapter.

(Code 1965, § 29-1.)

3.36.020 - Definitions.

The following words, terms and phrases when used in this chapter shall have meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"Developer" means any person legally responsible for payment of any development impact or other fees in connection with a commercial development pursuant to this Code or any ordinance or resolution of the city.

"Development" means any project undertaken for the purpose of developing real property for residential, commercial, industrial or other uses, or any combination thereof, including a project involving the issuance of a permit for construction, reconstruction, rehabilitation or expansion, but not a permit to operate.

"Development impact fees" mean monetary exactions other than taxes or special assessments, established by either ordinance or resolution of the city council for a broad class of developments, or upon a specific development on an individual basis, in connection with the city's approval thereof for the purpose of defraying all or a portion of the cost of construction of public improvements and community amenities, but excluding the multispecies habitat conversation fee and the transportation uniform mitigation fee as defined in this section.

"Direct variable program costs" mean all applicable direct variable costs that would be eliminated if a program did not operate, including, without limitation, salaries, wages, fringe benefits, program specific supplies for program operation and maintenance, officials, and other direct expenses incurred.

"Discretionary approval" means any regulatory land use action or approval by the city as to which the exercise of discretion is vested in the city or its officials, officers or employees and includes, but is not limited to the following: any tentative tract or parcel map, lot line adjustment, variance, conditional use permit, zone change or zoning code amendment, general plan amendment, development agreement, building permit, demolition permit, grading permit, administrative site plan, or design review.

"Economic zone" means either one of the following areas:

1. D&M Economic Zone. All of that real property located within the boundaries of the Banning Merged Downtown and Midway Redevelopment Project Area that is zoned for commercial uses or otherwise designated for commercial use under the Banning General Plan, as may from time to time be updated and amended, as depicted in the diagram on file with the planning department, and as such boundaries may be amended from time to time.
2. SBL Economic Zone. All of that real property located within the City of Banning, California in proximity to Sun Lakes Boulevard that is zoned for commercial use or otherwise designated for commercial use under the Banning General Plan, as may from time to time be updated and amended, as depicted in the diagram on file with the planning department, as such area may be amended from time to time.

"Multispecies habitat conservation plan fee" means the impact fee imposed and levied under Ordinance 1305, as codified in Chapter 15.72 of this Code adopting the "Multispecies Habitat Conservation Plan" (MSHCP). The MSHCP establishes a fee known as the MSHCP fee, the purpose of which is to mitigate the incidental take of listed, threatened, and protected species and their habitats within areas of western Riverside County, including the City of Banning. The city has decided to participate in the MSHCP through the adoption of Ordinance No. 1305, as codified in Chapter 15.72.

"Pass-through fees" mean those development impact and other fees and charges that are either: (i) imposed by another public or private entity, collected by the city and distributed to such other entity, or (ii) imposed and collected by the city pursuant to a contractual or statutory obligation for the benefit of another public or private entity. For example, school fees.

"Qualifying project" means a development that meets all of the criteria as set forth in subsections 1 through 4 of this definition:

1. The development meets one of the following requirements:
    a. Large Commercial Retail Development. A new development primarily intended and approved for occupancy and use by one or more significant sales tax generators. A development will be deemed to meet this requirement where the project: (i) was approved as a commercial retail development; (ii) consists of the construction of one or more buildings suitable for large commercial retail enterprises; (iii) such buildings are constructed on at least one and one-half contiguous acres of area to be developed; and (iv) eighty percent of the gross square footage of the buildings (including covered or enclosed outdoor sales areas) constructed shall be occupied by one or more significant sales tax generators. For the purposes of this subsection, property shall be considered as contiguous even if separated by roads, streets, utilities easements or railroad rights-of-way or other dedicated rights-of-way. For purposes of this subsection, the "area to be

developed" means the area of the development that encloses all of the privately developed and owned improvements, including private circulation improvements, landscaped areas and parking areas; or

b. Vehicle Dealership. A development primarily intended and approved for occupancy and use as a vehicle dealership. A development will be deemed to meet this requirement where the project: (a) was approved as a vehicle dealership; (b) consists of the construction of one or more buildings and related improvements suitable for operation by at least two vehicle dealerships, franchises or dealer points; (c) such buildings and improvements are constructed on at least three contiguous acres of area to be developed; and (d) vehicle showrooms, sales offices and outdoor vehicle display areas, considered together, equal or exceed the gross square footage of buildings occupied for vehicle service and/or storage. For purposes of this subsection, property shall be considered as contiguous even if separated by roads, streets, utilities easements or railroad rights-of-way or other publicly dedicated rights-of-way. For purposes of this subsection, the "area to be developed" means the area of the vehicle dealership that encloses all of the privately developed and owned improvements, including private circulation improvements, landscaped areas, vehicle display and storage areas, and parking areas.

2. The development is located entirely within the D&M or SLB economic zones.
3. The development will be consistent with all applicable land use laws, regulations, and development requirements contained within the city's general plan (as amended from time to time), any applicable specific plan (as amended from time to time), and this Code (as amended from time to time).
4. The application for the first discretionary approval required for the development has been deemed complete as of or after the effective date of the ordinance codified in this chapter.

"Significant sales tax generator" means any use or combination of uses located in a development that is projected, by the city in its sole and absolute discretion, to generate not less than fifty thousand dollars per year in local sales taxes to be received by the city in accordance with the Bradley-Burns Uniform Sales and Use Tax Law (Revenue and Taxation Code 7200, et seq.), as it may be amended or substituted.

"Transportation uniform mitigation fee program" means the development impact fee imposed and levied under City of Banning Ordinance No. 1291 adopting the "Transportation Uniform Mitigation Fee Program." This program establishes a fee known as the transportation uniform mitigation fee (TUMF). The purpose of the TUMF is to mitigate the traffic impacts of local development on, and to provide funds for the improvement and expansion of, existing and planned regional transportation and circulation facilities (including, but not limited to, regionally significant state, county, and local, arterials, highways, and freeways) within Riverside County or such other subregion of Riverside County, the boundaries of which exceed the

boundaries of the City of Banning as they exist on the effective date of the ordinance codified in this chapter and as they may hereafter be expanded by approved annexation. The city has decided to participate in this regional program through the adoption of Ordinance No. 1291.

"Vehicle dealership" means any development which will provide for the franchised sale, lease and servicing of new and used motor vehicles, trucks, recreational vehicles, off-road vehicles, boats and other personal watercraft together with such ancillary uses such as administrative offices, automobile inventory storage, and parts sales.

(Code 1965, § 29-7.)

(Ord. No. 1551, § 3, 9-24-19; Ord. No. 1602, § 2, 4-9-24)

3.36.030 - "Costs reasonably borne" defined.

"Costs reasonably borne," as used and ordered to be applied in this chapter are to consist of the following elements:

A. All applicable direct costs including, but not limited to salaries, wages, fringe benefits, service and supplies, operation expenses, contracted services, special supplies, and any other direct expense incurred.

B. All applicable indirect costs including, but not restricted to, building maintenance and operations, equipment maintenance, communication, printing and reproduction, and like expenses when distributed on a rational proration system.

C. Fixed assets recovery expenses, consisting of depreciation of fixed assets, and additional fixed asset expense recovery charges calculated on the current estimated cost of replacement, divided by the approximate life expectancy of the fixed asset. A further additional charge to make up the depreciation not previously recovered and reserved in cash also shall be calculated and considered a cost so as to recover such unrecovered depreciation over the remaining life of the asset.

D. General overhead, expressed as a percentage, distributing and charging the expenses of the city council, city manager, administrative services (finance) department, city clerk, city treasurer, city attorney's office, personnel office, risk management; City Hall, and all other staff and support service provided to the entire city organization.

E. Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as enumerated in subsections A, B, and C of this section.

(Code 1965, § 29-3.)

3.36.040 - Delegation of authority and direction to city manager.

A. The city manager is directed to annually/seasonally review fees and charges to recover the percentage of costs reasonably borne in providing the regulation products or services enumerated in this chapter in the percentage of costs reasonably borne and on the schedule of rate review and revision as hereinafter established in this chapter and recommend changes to the city council for adoption.

B. "Costs reasonably borne" shall be defined in Section 3.36.030. In adjusting fees and charges, the city manager shall act in an administrative and ministerial capacity and shall consider only the standards and criteria established by this chapter.

(Code 1965, § 29-2.)

3.36.050 - Public meeting.

Pursuant to the requirements of California Government Code Section 54992, the city clerk has caused notice to be provided as set out in the Government Code Section 54992, and the city council has received at a public meeting oral and written presentations concerning the fees and charges proposed for those categories of fees and charges set out in Government Code Sections 54990 and 54991. Such notice, oral and written presentation receipt, and public meeting shall be provided by the city council prior to the city manager taking any action on any new or increased fees or charges for those categories set out in the Government Code Sections 54990 and 54991 and Section 3.36.080(A) of this chapter.

(Code 1965, § 29-5.)

3.36.060 - Provision of data.

Pursuant to Section 54992 of the California Government Code, the city manager shall, at least ten days prior to the required public meeting set out in the Government Code section, make available to the public indicating the cost, or estimated cost required to provide the services set out in Government Code Sections 54990 and 54991.

(Code 1965, § 29-6.)

3.36.070 - Fees for qualifying projects.

A. Repeal of Development Impact Fees. Notwithstanding any other provisions of this Code or any other city ordinance or resolution, no development impact fees are applicable to, and except as is expressly provided in subsection H of this section, the imposition and levy of development impact fees against qualifying projects are repealed and no development impact fee shall be levied against a qualifying project and payment of development impact fees shall not be made a condition of approval of any qualifying project.

B. Nothing in this section shall be deemed or shall operate to limit, modify or abridge the obligation of any developer of a qualifying project with respect to the payment of ad valorem taxes, special taxes or assessments, fees and charges for utility services, and/or similar or dissimilar nondevelopment-related charges. Nothing in this section shall be deemed or shall operate to limit, modify or abridge the discretion of the city council (or its subordinate boards and commissions) with respect to the processing, conditioning, approval or denying of any application for a discretionary within the limits of such discretion provided by law to the city council (or its subordinate boards and commissions) with respect to such matters. Nothing in this section shall be deemed a representation, warranty or commitment by the city to approve, impose and/or delete any condition(s) with respect to the approval of any application for a discretionary, except to the limited extent as set forth in subsections A and B of this section.

C. Pass-Through Fees. Notwithstanding subsections A and B of this section, any qualifying project shall pay and be responsible for any and all pass-through fees applicable to such qualifying project, including but not limited to MSHCP and TUMF.

D. Applicability. The provisions of subsection A of this section shall not apply to: (1) any portion(s) of a development which is (are) not a qualifying project; and (2) any residential component of a qualifying project.

In each such case described in this section, the nonqualifying project or residential component shall pay as applicable: (i) if such nonqualifying portion(s) and/or residential component is (are) capable of receiving independent discretionary approvals separate and apart from the qualifying project, all fees and charges required of the nonqualifying portion(s) and/or residential component by city ordinance, resolution, or this Code; or (ii) if such nonqualifying portion(s) and/or residential component is (are) not capable of receiving discretionary approvals separate and apart from the qualifying project, a prorate percentage (based on the percentage that the gross square footage of the nonqualifying portion(s) and/or residential component represents to the gross square footage of the development as a whole of the fees and charges which would be required of the qualifying project by city ordinance, resolution, or this Code but for the application of subsection A of this section.

E. Sunset. The provisions of subsection A of this section shall not apply to any discretionary approval for a qualifying project as to which the application for such discretionary approval is not deemed complete (either by the city or by operation of law) after the earlier of the following:

1. As to a qualifying project, December 31, 2010; or
2. The date on which the city council, its sole and absolute discretion, rescinds or modifies the provisions of this section.

F. Fair Share. This section shall not have the effect of requiring any person or entity to pay more than that person's or entity's "fair share" of the costs attributable to development by that person or entity. For purposes of any study or analysis conducted by the city following the effective date

of the ordinance codified in this chapter which first added this section to the Code, to determine the amount of developer impact fees required to offset the costs attributable to any development within the city, all qualifying projects shall be deemed by the city to have paid all development impact and other fees which may have been imposed by the city against such project but for the provisions of subsection C of this section.

G. Condition to Issuance of Certificate of Occupancy. If a development which was a qualified project at the time of the application of subsection A of this section to such development is no longer a qualifying project as of the issuance of any certificate of occupancy for such development due to any reason other than an affirmative legislative action of the city which causes the development to fail to meet any of the criteria for a qualifying project as set forth in Section 3.36.020 of this chapter, then the developer shall pay to the city as a condition to the issuance of such certificate of occupancy an amount equal to the full amount of fees and/or charges which would have been payable with respect to such development but for the operation of subsection A of this section.

H. No Vested Rights. This section is not intended to and shall not create any vested right, entitlement or privilege in any person or entity. This section may be enforced solely through a writ of mandate pursuant to Code of Civil Procedure Section 1085. The city council may amend, terminate, suspend or abrogate all or any provisions of this section at any time and for any reason within the limits of the discretion afforded the city council by law with respect to legislative matters. Any such amendment, termination, suspension or abrogation shall be applicable to any application for a discretionary approval for a qualifying project which is deemed complete (by the city or by operation of law) on or after the effective date of the ordinance codified in this chapter enacting such amendment, termination, suspension or abrogation.

I. No Representation Regarding Labor Code Matters. Nothing in this section or elsewhere in this Code is or is intended to be a representation or affirmation to any developer or other entity concerning the application of any provision of the California Labor Code, including, without implied limitation, Labor Code Sections 1720 and 1773. Any party availing itself of the benefits of this section agrees to and shall comply with any applicable provisions of state and federal labor laws and regulatory requirements, including those applicable to public works. Further, as a condition to receiving the benefits of the alternate fee schedule as set forth in this section, any party receiving the benefits thereof shall be deemed to have agreed to and shall defend, indemnify and hold the city and its respective officers, officials, employees, agents, attorneys and contractors harmless from and against all liability, cost and expense alleged against or incurred by the city or the other indemnified parties as a result of that party's failure to comply with the provisions of this subsection.

(Code 1965, § 29-7.1.)

3.36.080 - Schedule of fees and service charges.

The city manager, finance director and each city department head, under the direction of the city manager, shall review the fees and service charges listed following, on the schedule of frequency listed in this section, and set and adjust the fee or charge schedule so as to recover the listed percentage of costs reasonably borne necessary to provide the listed regulation, product or service.

A. Development Services:

	Regulation, Product or Service	Percentage of Costs Reasonably Borne to be Recovered	Review Schedule
Number	Service Center		
S-1	Bldg. plan checking	100%	Annual
S-2	Bldg. construction insp.	100%	Annual
S-3	Mobile home inspection	100%	Annual
S-4	Improvement inspection	100%	Annual
S-5	Plan storage	100%	Annual
S-6	Special inspections	100%	Annual
S-7	Energy conserv. insp.	100%	Annual
S-8	Zone change review	100%	Annual
S-9	Variance review	100%	Annual
S-10	Conditional use review	100%	Annual
S-11	Lane use review	100%	Annual
S-12	Gen. plan amend. review	100%	Annual
S-13	Specific plan review	100%	Annual

S-14	Lot line review	100%	Annual
S-15	Tentative sub. & parcel map review	100%	Annual
S-16	Time extension review	100%	Annual
S-17	Appeal processing	100%	Annual
S-18	Zone text amend. rev.	100%	Annual
S-19	Review cond. use text amendment	100%	Annual
S-20	Environmental review	100%	Annual
S-21	Project design review	100%	Annual
S-22	Sign review	100%	Annual
S-23	Subdivision plan check	100%	Annual
S-24	Subdivision inspection	100%	Annual
S-25	Record of survey plan check	100%	Annual
S-26	Improvement plan check	100%	Annual
S-27	Service availability cert.	100%	Annual
S-28	Deed preparation	100%	Annual
S-29	Development flood rev.	100%	Annual
S-30	Public works insp.	100%	Annual
S-31	Encroachment permit review	100%	Annual
S-32	Street cut inspection	100%	Annual

S-33	Street/all abandonment review	100%	Annual
S-34	Parcel map plan check	100%	Annual
S-35	Preliminary proj. check	100%	Annual
S-36	Annexation review	100%	Annual
S-37	Developer agreement preparation	100%	Annual

B. Public Safety Services:

	Regulation, Product or Service	Percentage of Costs Reasonably Borne to be Recovered	Review Schedule
Number	Service Center		
S-38	Vehicle code enforce.	Per municipal court bail & fine schedule	Annual
S-39	City ord. enforcement	Per municipal court bail & fine schedule	Annual
S-40	Automotive accident investigation	30%	Annual
S-41	Spec. police services	40%	Annual
S-42	False alarm response*	100%	Annual
S-43	Police records check	20%	Annual
S-44	Business regulation	100%	Annual
S-45	Animal regulation	50%	Annual

S-46	Police photo develop.	100%	Annual
S-47	Bicycle licensing	100% per State law	Annual
S-48	Forest resource mgmt.	50%	Annual
S-49	Fire system review & inspection	100%	Annual
S-50	New business fire hazard insp.	100%	Annual
S-51	Low hazard fire insp.	50%	Annual
S-52	State mandated fire inspections	100%	Annual
S-53	Fire inspection of existing businesses	100%	Annual
S-54	Operational Fire Permits	100%	Annual
S-55	Fire code permit insp.	100%	Annual
S-56	Fire suppression cost recovery	100%	Annual
S-57	EMT service	50%	Annual
S-58	Hazardous material record location	100%	Annual

* Per a regulatory ordinance to be passed by the city council.

C. Parks and Recreation Services:

	Regulation, Product or Service	Percentage of Costs Reasonably Borne to be Recovered or Direct Variable Program Costs	Review Schedule

Number	Service Center		
S-57	Swim pool public oper.	100 % of direct variable program costs	Annual
S-58	Swimming lessons	100 % of direct variable program costs	Annual
S-59	Swim pool rental	50% Costs Reasonably Borne to be Recovered	Annual
S-60	Youth sports league oper.	100 % of direct variable program costs	Seasonal
S-61	Adult sports league oper.	50% Costs Reasonably Borne to be Recovered	Annual
S-62	Community center maint. & operation	50% Costs Reasonably Borne to be Recovered	Annual
S-63	Youth recreation classes	25% Costs Reasonably Borne to be Recovered	Seasonal
S-64	Adult recreation classes	75% Costs Reasonably Borne to be Recovered	Seasonal
S-65	Senior citizen program	10% Costs Reasonably Borne to be Recovered	Annual
S-66	Park facility maint. and operation	100% Costs Reasonably Borne to be Recovered	Annual
S-67	Stagecoach days community celebration	0% Costs Reasonably Borne to be Recovered	Annual

S-68	Noncity ballfield use	50% Costs Reasonably Borne to be Recovered	Annual
S-69	Day camp(s)	100 % of direct variable program costs	Annual

D. Utility and Enterprise Services:

	Regulation, Product or Service	Percentage of Costs Reasonably Borne to be Recovered	Review Schedule
Number	Service Center		
S-75	Transit service	20%	Annual
S-76	Dial-a-ride	5%	Annual
S-77	Water service turn-on	100%	Annual
S-78	Water meter installation	100%	Annual
S-79	Water service	100%	Annual
S-80	Delinquent account reconnection	46%	Annual
S-81	Water meter testing	100%	Annual
S-82	Electric service turn-on	31%	Annual
S-83	Temporary pole erection	100%	Annual
S-84	Electric service	100%	Semi-Annual
S-85	Delinquent account reconnection	42%	Annual

S-86	Electric meter testing	0%	Annual
S-87	Electric service cut	56%	Annual
S-88	Wastewater service	100%	Annual
S-89	Sewer connection investigation	0%	Annual
S-90	Sewer stoppage investigation	0%	Annual
S-91	Refuse collection and disposal	100%	Annually every June 1st, based on CPI and/or when dump fees or other governmental fees or taxes are adjusted (refer to Refuse Collection Agreement dated May 23, 1978, Sections 11 A and B)

E. Maintenance Services:

	Regulation, Product or Service	Percentage of Costs Reasonably Borne to be Recovered	Review Schedule

Number	Service Center		
S-92	Utility Street Use	100%	Annual

F. Finance or Administrative Services:

	Regulation, Product or Service	Percentage of Costs Reasonably Borne to be Recovered	Review Schedule
Number	Service Center		
S-99	Document printing	100%	Annual
S-100	Returned check processing	100%	Annual
S-101	Photocopying	100%	Annual
S-102	Certification of docs and info	100%	Annual
S-103	Research on request	100%	Annual
S-104	Mailing agendas and minutes	100%	Annual
S-105	New service	100%	At inception

All fees and charges set pursuant to this chapter and section shall take effect immediately.

(Code 1965, § 29-4; Ord. No. 1599, § 2, 2-13-24; Ord. No. 1602, § 3, 4-9-24)