

FEE SCHEDULE - DEPARTMENT OF PUBLIC WORKS: ENGINEERING SERVICES DIVISION

For services listed in this document, the City will recover either actual cost for providing the service or collect a fixed fee as indicated. For fixed fee services, the fee shall be collected at the time of application unless noted otherwise. The fees indicated are for standard projects, in the event that actual costs exceed the fixed fee, additional charges shall be collected, except the Director of the Department of Public Works may waive such additional charges in whole or in part in any case where the Director determines for good cause that such additional charges are inappropriate. For actual cost services, the applicant shall be responsible for all City costs required to complete and process the requested permit, plan, map, etc. An initial deposit/fee shall be made at the time of application.

Every effort will be made to minimize the staff costs required to perform each task listed below. However, changes to the project, public opposition or other factors can necessitate additional expenses for City staff time in excess of the initial fees listed below. If required, additional fees will be collected prior to final approval. The applicant will be named on all invoices and shall be responsible for payment. Should an applicant withdraw their application, the applicant shall be entitled to a refund of the deposit/fees paid, less actual cost (including staff cost/consultant charges) incurred by the City on the applicant's behalf or shall be billed for all costs over the initial deposit.

FEE TYPE / NAMES OF FEES		FEE CALCULATION	
1.1 PERMITS		Deposit / Fee	Actual Cost Required
1.1.1	Driveway (Permits not required if shown on improvement maps)		
1.1.1.1	Driveway Permits		
	23' and below, Inspection & Permit	\$250	
	24' through 35', Inspection & Permit	\$325	
	36' through 45', Inspection & Permit	\$400	
	A.C. Driveway, Inspection & Permit	\$175	
1.1.1.2	Variance to Driveway Regulations		
	Residential Use (two or fewer dwelling units, per driveway)	\$320	
	Commercial Use & Residential Lots (more than two units)	\$320	✓
	Appeal of Decision		✓
1.1.2	Encroachment		
1.1.2.1	Billable Accounts		✓
	Telecommunication and Utility Companies with Blanket Agreements		✓
	NOTE: Street trench cuts NOT included; fee will be collected using current fee schedule		
1.1.2.2	Non-Billable Accounts		
	Private Projects & Misc.	\$300	✓
1.1.3	Revocable		
1.1.3.1	No Council action required	\$300	
1.1.3.2	Council action required	\$600	
1.1.4	Transportation (for excess load or size)		
1.1.4.1	Short Term Permits	\$15	
1.1.4.2	Annual Permits	\$70	
1.1.4.3	Duplicate Permits for additional loads (identical trucks only), Short Term Permits	\$15	
1.2 PUBLICATIONS		Deposit/Fee	Actual Cost Required
Publications not listed (at cost)		Actual Cost	✓

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2.1 ENGINEERING SERVICES				Deposit	Actual Cost Required
<p>The Department of Public Works shall determine if street light design is accomplished by City or Developer. An initial deposit will be collected for projects requiring street light design and/or processing. Street light design and/or processing, material testing, plan check and inspection fees will be based on actual cost. A fee deposit for subdivisions, frontage improvements and other public improvements is required. The deposit is collected in accordance with the formula below based on the value of improvements. The initial fee deposit is based on the estimated value of improvements and the remaining fee deposit is based on actual cost of improvements (construction bid amount). An additional deposit may be required for revisions or change orders based on the estimated cost of additional work. If expenses exceed the amount of the deposit, the customer may be billed before any additional work is done. Upon project closeout, the Department of Public Works will process a refund or invoice for any balance due.</p>					
2.1.1	Basic Services Fee	Value of Improvement	Material Testing Deposit	Plan Check & Insp. Deposit	Actual Cost Required
	Fees are computed by: 1) locating appropriate fee range;	\$0 - \$24,999	3%	30%	✓
	2) subtracting the low value in the range from the project cost;	\$25,000 - \$99,000	2% + \$750	7% + \$7,500	✓
	3) multiplying results by indicated percentage;	\$100,000 - \$499,999	1% + \$2,250	5% + \$12,750	✓
	4) adding indicated amount	\$500,000 - Above	0.5% + \$6,250	1.1% + \$32,750	✓
2.1.2	Building Permit Grading, Paving, and On-site Review			\$300	✓
	2.1.2.1 Waiver of Improvement Processed			\$300	
2.1.3	Right-of-Way Acquisition			\$2,500	✓
2.1.4	Right-of-Way Easement and Abandonment's			\$2,500	✓
	2.1.4.1 General Plans Consistency Review Fee:				
	a) Major Abandonment			\$420 + \$140(phr if applicable)	✓
	b) Minor Alley Abandonment (criminal alley closure only)			\$140 + \$140(phr if applicable)	✓
2.1.5	Processing Public Easements			\$500	✓
2.1.6	Franchise Agreement Processing			\$500	✓

2.2 CITY ATTORNEY FOR DEVELOPMENT PROJECT RELATED AGREEMENTS				Deposit/Fee	Actual Cost Required
<p>Fees are based on the cost recovery rate of \$125.00 per hour. The fee will not exceed the specified amount even if additional time is required to complete the agreement. Agreements not specifically mentioned in this list will be subject to the cost recovery rate of \$125.00 per hour. The total fee for agreements not specifically mentioned in this list will be provided at the time work is completed.</p>					
2.2.1	Standard Development Agreement			\$1,000	
	If it is agreed that the agreement will be different than the standard city form, the specified fee will be increased to reflect the				
2.2.2	Standard Drainage Agreement			\$1,500	
2.2.3	Standard Funding Agreement			\$1,000	
	Funding agreements may or may not be part of a reimbursement agreement. Where the funding agreement is part of a reimbursement agreement, this separate fee would not apply, and all costs would be part of the reimbursement agreement.				
2.2.4	Standard Reimbursement Agreement			\$1,500	
2.2.5	Water Transmission/Distribution Facility Reimbursement Agreement			\$1,500	

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3.1 PRIVATE DEVELOPMENT APPLICATIONS		Deposit/Fee	Actual Cost Required
The fees listed in this section include fees for Public Works and Utilities Departments. The fee listed will be collected at time of application; the actual cost will be collected prior to submission to the approving authority (billing may occur monthly).			
***Indicates portion of fee includes Department of Utilities fee.			
3.1.1	Tentative Maps (parcel, master parcel, and subdivision)	\$1000***	✓
3.1.3	Tentative Map Time Extension	\$950***	✓
3.1.4	Public Works Review of Planning Entitlement Applications:		
3.1.4.1	Major Projects (Only one fee for any combination of tasks)		
3.1.4.2	Major Projects Conditional Use Permits	\$1,500***	✓
3.1.4.3	Conditional Use Permits for Drive-Through Application	\$1,500	✓
3.1.4.4	Planned Unit Development - Establishment & Amendments	\$1,500	✓
3.1.4.5	Community Plan Amendments	\$1,500	✓
3.1.4.6	General Plan Amendment	\$1,500	✓
3.1.4.7	Rezone	\$1,500	✓
3.1.4.8	All other Entitlements Not Listed Above	\$500	✓
3.1.5	Traffic Studies (fee collected at environmental review)	Actual cost	✓
3.1.6	Final Map/Parcel Map	1 to 4 lots	\$2,200
		5 or more lots	\$2,800 + \$25 per lot
3.1.7	Master Parcel Map Check	\$2,300	✓
3.1.8	Substantial Conformance Review - Subdivisions	\$250	
3.1.9	Certificate of Correction	\$500	✓
3.1.10	Map Amendment	\$500	✓
3.1.11	Certificate of Compliance		
3.1.11.1	Lot Splits	\$1,800	
3.1.11.2	Lot Mergers	\$1,700	
3.1.11.3	Lot Line Adjustments	2 to 4 parcels	\$2,200
		> 2 acres	\$2,200
3.1.11.4	Administrative/Waivers	\$1,000	✓
3.1.11.5	Map Review Reactivation Fee	\$0.00	
3.1.12	City Assessment Bond Segregation / Merger fees		
3.1.12.1	1911 and 1915 Bonds	\$1,500	
	Over 20 parcels	+ \$10 per parcel	
	Finance Department Administration fee \$50 + \$15 per tax year on remaining collection period for each additional parcel cr		
3.1.13	Traffic Warning Signs, Signal Devices, and Street Name Signs	Actual cost	✓
3.1.14	Miscellaneous activities: hourly rate. Private Development Review and Assistance and Research	\$120/hr	✓