APPENDICES

APPENDIX A – SCHEDULE OF FEES AND CHARGES

APPENDICES

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TOWN OF HILLSBOROUGH
SCHEDULE OF FEES AND CHARGES

SPECIAL TAX, SERVICE CHARGES & OTHER CITYWIDE FEES

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
Business License Tax	Category 1 - Permit Business (i.e. those business that must obtain permits for specific work projects in the Town) (payable at the time permit is applied for or before service and collected by Building Department with the building permit) (T-1)	.5% of permit value with $20 minimum	No change
	Category 2 - Non-Permit Business (those businesses not in Category 1 or Category 3) (T-2)	.5% of Gross Receipts with $100 minimum	No change
	Category 3 – Title Insurance Companies (based on policy amount)	$.30 per $1,000	No change
	Administrative fee	$100	No change
	Additional fee for each sales associate in brokerage firms	$25	No change
	Additional fee for home occupation business to reimburse for Fire Inspection (to be assessed by Central County Fire Department)		
	Penalty to obtain business license (5.04.230B)	$200 + 20% + 1 ½% per month	No change
	Penalty to renew business license (5.04.230A)	$200 + 50% + 1 ½% per month	No change
	Business Vehicle Sticker	$20 each	No change
Public Safety Special Tax	Voter approved on June 1998		
	Improved Property	$570	No change
	Unimproved Property	$218	No change
Sewer (annual service)	Residential (Equivalent Dwelling Unit)	$1,658	$1,774
	Hillsborough Racquet Club	$2,487	$2,484
	Cal Trans Rest Stop	$5,471	$4,435
	Crystal Springs Upland School	$10,611	$13,482
	Burlingame Country Club	$25,367	$26,787
	Crystal Spring Golf Club	$11,938	$11,354
	Hillsborough School District	$14,425	$16,676
	Nueva School	$8,456	$4,612
Sewer Capital Construction Development Fee	Residential connection	$11,090	$11,395
	Residential with 2nd unit including guest unit	TBD	No change
	Commercial connection rate based on flow with minimum amount to be determined by PW	TBD	No change
Storm Drainage Assessment	Ordinance 541 6/27/94 (Collected by County)	$7.34	No change
Water – Usage Charge		2nd amount as of 4/1/11	2nd amount as of 1/1/12
	Monthly Billing 0 – 10 units	$3.88/$4.38	$4.38/$4.95
	Monthly Billing 10.1 – 25 units	$4.58/$5.18	$5.18/$5.85
	Monthly Billing 25.1 – 50 units	$5.26/$5.94	$5.94/$6.71

SPECIAL TAX, SERVICE CHARGES & OTHER CITYWIDE FEES

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
	Monthly Billing 50.1 – 100 units	$6.29/$7.11	$7.11/$8.03
	Monthly Billing Over 100 units	$7.70/$8.70	$8.70/$9.83
	Monthly Billing Hillsborough schools	$4.92/$5.56	$5.56/$6.28
	Bi-Monthly Billing 0 - 20 units	$3.88/$4.38	$4.38/$4.95
	Bi-Monthly Billing 20.1 – 50 units	$4.58/$5.18	$5.18/$5.85
	Bi-Monthly Billing 50.1 – 100 units	$5.26/$5.94	$5.94/$6.71
	Bi-Monthly Billing 100.1 – 200 units	$6.29/$7.11	$7.11/$8.03
	Bi-Monthly Billing Over 200 units	$7.70/$8.70	$8.70/$9.83
Water Meter Charge	Bi-monthly rates (half for monthly billings)		
	Residential up to 2”	$50/$60	$60/$70
	Non Residential Accounts:		
	Up to and including 1-inch meter	$50/$60	$60/$70
	1 ½ inch meter	$100/$120	$120/$140
	2 inch meter	$160/$192	$192/$224
	3 inch meter	$300/$360	$360/$420
	6 inch meter	$1,000/$1,200	$1,200/$1,400
Water Deposit	Assessed to all new accounts	$500	No change
Water Hydrant Meter	Deposit (To be refunded after use)	$2,000	No change
	Water Usage	$7.29/$7.70	$7.70/TBD
Water Delinquent Bills	Basic penalty (unpaid after 30 days)	10%	No change
	Interest (unpaid after 30 days)	.5% per month	No change
	Additional penalty (after delinquency notice)	.5% per month	No change
Water Capital Construction Development Fee	1 inch	$11,396	$11,709
	1 ½ inch	TBD	No change
	2 inch	TBD	No change
	3 inch (rate based on delivery capacity)	TBD	No change
	6 inch (rate based on delivery capacity)	TBD	NO change
Miscellaneous Events	Accounts referred to collection agencies	+47%	No change
	Annual Report or Budget Document	$50	No change
	Invoicing fee	$25	No change
	Photocopies	$1 + $.20 each	No change
Fundraising Events	Application fee (includes Fire Dept fee of $200)	$500	No change
	Sign fee	$175	No change
	Police or Fire Additional Resources:		
	Minor Event	Actual with minimum of $1,000	No change
	Major Event	Actual with minimum of $5,000	No change
	All Other Personnel	Actual	No change
ALL OTHER STAFF TIME	Associate Planner	$112	$116
	Building & Planning Director	$197	$194
	Building Official	$170	$170
	Building Inspector	$110	$114
	Senior Building Inspector	$125	$129
	Permit Technician	$79	$83

SPECIAL TAX, SERVICE CHARGES & OTHER CITYWIDE FEES			
Fee Description	**Task/Project Description**	**Adopted FY 10/11**	**Adopted FY 11/12**
	City Attorney	Actual cost + 20% administrative fee	No change
	Landscape Architect	Actual cost	No change
	All Others	Actual cost	No change
	Other Contractual Services	Actual cost + 20% administrative fee	No change

BUILDING DEPARTMENT

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
Historic Building Demolition	Discretionary permit	Actual cost with $2,000 minimum	No change
	Certificate of hardship	Actual cost	No change
Temporary Uses	Trailers, prefab & roll-away houses	$450	No change
	Construction trailers	$425	No change

CONSTRUCTION PERMIT FEES

INTRODUCTION

The Town of Hillsborough has adopted the 2007 California Building Coded (CBC) that includes the 2006 edition of the International Building Code (IBC), the 2003 editions of the Uniform Mechanical and Plumbing Codes (UMC and UPC), and the 2006 edition of the National Electrical Code (NEC).

Building and Combination Permit Fees are based on the valuation of the project, which is the fair market value of labor and materials of the complete project, including materials and permanent fixtures. The Building Official determines cost per square foot, upon which to base the valuation. Electrical, mechanical and plumbing permit fees are often based on the number of hours staff spent on a particular project.

Town waives fees on second units except for plan check fees and the basic fees for photovoltaic systems.

SUMMARY AND BREAKDOWN OF FEES	
Building Permit Fee	The Building Permit Fee shall be as set forth in the Fee Schedule (See Table 1-A/08)
Electrical/Mechanical/Plumbing Permit Fees	See Schedules E/08, M/08 & P/08.
Technology Fee	The Technology Fee is charged on all permits and is 5% of the Building Permit Fee.
SMIP Fee	The SMIP (Strong Motion Instrumentation Program) fee is a state fee collected on all building permits issued by local agencies and subsequently remitted to the State.
CalBSCF	The CalBSCF (California Building Standards Administration Fund) fee is a state fee collected on all building permits issued by local agencies and remitted to the State.
General Plan Maintenance Fee	The fee is intended to reimburse agencies for State mandates for land use policies.
Construction Vehicle Street Impact Fee	The fee is intended to raise additional funds to improve streets that are impacted or heavily utilized by construction vehicles.
Business License Fee	The business license fee is assessed on businesses including contractors operating within the Town limits. For convenience of administration, fees assessed on contractors and other construction related vendors, are collected upon issuance of the building permit.
Plan Review Fee	The fee is assessed when plans are required for the issuance of the building permit.
Revised Inside Plan Check Fee	This fee is based on actual time and computed based on current hourly rate.
Green Point Regulations Monitoring Fee	When a project is required to meet the Green Point Regulation, the responsible party shall pay a monitoring fee to cover the costs of monitoring the project for compliance against the Green Point Checklist. The fee deposit shall be $1,200 to cover staff time. The monitoring fee may be partially or fully refunded if the responsible party shows proof of his/her contracting with a Green Point rater. The Green Point rater shall provide evidence of adequate green building compliance or documentation to the Building Official showing compliance to the requirements pursuant to the Hillsborough Municipal Code 15.19.070.
Revised Outside Plan Check Fee	This fee is based on actual cost.

Renewal Fee for an Expired Permit	A renewal fee will be assessed for an expired permit based on the length of time from issuance and the value of the original permit.
Stop Work Issued	When a Stop Work Notice is issued for work being performed without permits or performed beyond the scope of existing permits, a special investigation and inspection shall be made before permits may be reissued for such work and a fee will be charged.
Construction Site Stop Work	When a Stop Work Notice is issued for work or conditions that violate California or Municipal Codes, a reactivation fee will be assessed.
Reinspection Fee	When the work for a called inspection is not ready or not accessible to the inspector, a fee will be assessed and must be paid prior to calling the next inspection
Special Fee	When the Building Inspection Department requested necessary services that are not included in the fee schedule, the Building Official may assess and collect such fees that are necessary to defray the cost of the service.
Fee Adjustment	In instances where the strict application of the fee from this Schedule would constitute a substantial inequity to an applicant or to the Town, the Building Official shall be authorized to adjust such fees on a case-by-case basis. Any such adjustment shall be recorded in writing and entered into the appropriate files.

TABLE 1-A/08 – BUILDING AND COMBINATION PERMITS

Type of Fee	How Charged	Adopted 10/11	Adopted 11/12
Building Permit Fee:			
$1-$500		Eliminated/Replaced	
$501-$2,000		Eliminated/Replaced	
$2,001-$25,000		Eliminated/Replaced	
$1-$4,000		$130	No change
$4,001-$25,000		$130 for the first $4,000 plus $14.30 for each additional $1,000 or fraction thereof, to and including $25,000	No change
$25,001-$50,000		$430.30 for the first $25,000 plus $10.21 for each additional $1,000 or fraction thereof, to and including $50,000	No change
$50,001-$100,000		$685.55 for the first $50,000 plus $7.35 for each additional $1,000 or fraction thereof, to and including $100,000	No change
$100,001-$500,000		$1,053.05 for the first $100,000 plus $5.90 for each additional $1,000 or fraction thereof, to and including $500,000	No change
$500,001-$1,000,000		$3,413.05 for the first $500,000 plus $5.00 for each additional $1,000 or fraction thereof, to and including $1,000,000	No change
$1,000,000 and up		$5,913.05 for the first $1,000,000 plus $3.75 for each additional $1,000 or fraction thereof	No change
Green building – HMC 15.19.070-Monitoring Fee	Each G-1, G-2, G-3 & G-7 Project	G-1 Projects $1,200 G-2 Projects $1,200 G-3 Projects $1,200 G-7 Projects $1,200	No change
SMIP	Per permit	.01% (0.0001) of permit valuation	No change
CalSSCF	Per permit	$1 per $25,000 of permit valuation	No change
Business License Tax	Per permit	.5% (0.005) of permit valuation with $20 minimum	No change
General Plan Maintenance Fee	Per permit	.05% (0.0005) of permit valuation (7/1/04)	No change
Construction Vehicle Impact Fee	Per permit	.83% (0.0083) of the job value (7/1/06)	No change
Technology Fee		5% (0.05) of the permit fee (7/1/03)	No change
Building Plan Check Fee	Per permit with plans	65% of the permit fee	No change
Building Bond Deposit	Project > than 50K	2% (0.02) of the job valuation	No change

TOWN OF HILLSBOROUGH
SCHEDULE OF FEES AND CHARGES

TABLE 1-A/08 – BUILDING AND COMBINATION PERMITS			
Type of Fee	**How Charged**	**Adopted 10/11**	**Adopted 11/12**
Scan of Document	Per page	$3.00 each	No change
Expedite Fee Plan Check Fee	Per hour	SUM OF (Consultant cost + 20%) + (staff time x 1.5)	No change
Revision Plan Check Fee	Per hour	SUM OF (Consultant cost + 20%) + (staff time x 1.5)	No change
Stop Work Issued		Pursuant to HMC § 15.04.070 + Staff time	No change
Public utility maintenance & emergency tree removal	Each	$150	No change
Home Efficiency Review	Base price + hourly	$146	No change
Reinspection Fee		$108	No change
Additional Inspection Fee	Each inspection	$108	No change
After Hour Inspection Fee (3 hour minimum)	Each	3 hr min x 1.5 hourly rate Additional hours at 1.5 x rate Sunday = 3 hr min hourly rate x 2	No change
Staff time charge/lost job card		Staff time	No change
Renewal fee for expired permit: < 1 year > 1 year		 Staff time Staff time plus valuation of the remaining work	No change
Construction Trailers		$425	No change
Recycle Monitoring Cost		Cost + 20% (refer to HMC § 15.18.030)	No change
Recycle Fines		Pursuant to HMC § 15.18.040 (Up to ten times the cost of the permit)	No change
Building Bond Penalties		Pursuant to HMC § 15.30.060	No change
Code Enforcement Penalties		Refer to HMC § 15.04.070 + staff time	No change
Permit Expired Fees	Per hour	Staff time charges	No change
Photo copy		$1.00 for 1st page, $0.20 each additional page plus tax	No change
Special Project Direct Cost		See summary and breakdown of fees	
Civil Engineering Plan Check Fee	Per hour	Cost + 20% admin fee	No change
Engineering Inspection/Consulting	Per hour	Cost + 20% admin fee	No change
Outside Structural Plan Check	Per hour	Cost + 20% admin fee	No change
Erosion Control Inspection	Per hour	See ENGINEERING SECTION	
Fire Plan Check/Review	Per hour	See FIRE SECTION	
Copy of files or plans on a CD or Disc		$45	No change
REROOF: < 5 SQUARE FEET 5 TO 40 SQUARE FEET > 4O SQUARE FEET		 VALUED @ $11,001 - $244.40 VALUED @ $25,001 - $440.51 VALUED @ $35,001 - $542.61	 No change No change No change

SCHEDULE E/08 – ELECTRICAL AND COMBINATION PERMIT			
Type of Fee	**How Charged**	**Adopted 10/11**	**Adopted 11/12**
Electrical Permit Fee		$140	No change
Electrical Combination Permit Fee		$46	No change
Additional Appliance/Unit/Repair	Each	$26	No change
Business License Tax	Per permit		No change
Technology Fee	Per permit		No change

TOWN OF HILLSBOROUGH
SCHEDULE OF FEES AND CHARGES

SCHEDULE E/08 – ELECTRICAL AND COMBINATION PERMIT			
Type of Fee	**How Charged**	**Adopted 10/11**	**Adopted 11/12**
Outlets – Plugs, Switches, Controllers First 20 > 20	 Each Each	 Incorporated into base fees Incorporated into base fees	
Fixtures First 20 > 20	 Each Each	 Incorporated into base fees Incorporated into base fees	
Appliances (Residential)	Each	Incorporated into base fees	
Additional Appliances	Per Unit		
Power Apparatus (hp) to (kvar)	Each	Incorporated into base fees	
Appliances (Non-Residential < 1HP)	 Each	 Incorporated into base fees	
Busways 100 ft. or fraction	 Each	 Incorporated into base fees	
Generator	Each	$98 + BASE FEE	No change
Electrical Services: < 600 V up to 400 AMPS < 600 V 400+ AMPS	 Each Each	 $98 + BASE FEE $ 144 + BASE FEE	 No change No change
New Single Family Residential	Per SF	$0.11 per square foot	No change
Addition/Alteration < 1,150 SF	Per SF	$118 + BASE FEE	No change
Addition/Alteration > 1,150 SF	Per SF	$0.10 per square foot	No change
Kitchen	Each	$98 + BASE FEE	No change
Bathroom	Each	$72 + BASE FEE	No change
Swimming Pools/SPA	Each	$170 + BASE FEE	No change
Tennis Courts	Each	$144 + BASE FEE	No change
Landscape Lighting	Each	$144 + BASE FEE	No change
Temporary Power	Each	$ 72 + BASE FEE	No change
Temporary Lighting/ Outlets	Each	Incorporated into base fees	
Photovoltaic < 10kw > 10kw	 Each Each	FEES ARE WAIVED. ADDITIONAL INSPECTIONS AND PLAN CHECKING FEES WILL BE CHARGED AFTER THE FIRST 2 BASE INSPECTIONS AND THE 1ST ROUND OF PLAN CHECK COMMENTS HAVE BEEN COMPLETED.	No change
Reinspection fee	Per hour	$108	No change
Additional Inspection Fee	Per hour	$108	No change
Staff Time Charge		See schedule	
Plan/Revision Plan Check Fee		$125 per hour + $40 processing fee	Staff time charges
Direct Cost		See summary and breakdown of fees	
Photo Copy		$1.00 for 1st page, $0.20 each additional page plus tax	No change

Type of Fee	**How Charged**	**Adopted 10/11**	**Adopted 11/12**
Mechanical Permit Fee		$140	No change
Mechanical Combination Permit Fee		$46	No change
Additional appliance/unit/Repair	Each	$26	No change
Business License Tax	Per permit	See table above	No change
Technology Fee	Per permit	See table above	No change
Plan & Revision Plan Check Fee	Per hour	Actual staff time	No change
New Single Family Residential	Per SF	$0.10 per square foot + BASE FEE	No change

TOWN OF HILLSBOROUGH
SCHEDULE OF FEES AND CHARGES

Type of Fee	How Charged	Adopted 10/11	Adopted 11/12
Addition/Alteration: < 1,056 SF > 1,056 SF	 Per SF	 $98 + BASE FEE $0.09 per square foot + BASE FEE	 No change No change
Furnace-Blower/Grav 100M BTU Over 100M BTU	 Each Each	 Incorporated into base fees Incorporated into base fees	
Heating/Appliance Refrigeration Unit 0-3 HP or 100BTU 4-15 HP or 500BTU 16-30 HP 0r 500 BTU	 Each Each Each	 Incorporated into base fees Incorporated into base fees Incorporated into base fee	
Fan/Hood Unit 1M – 10 CFM	Each	Incorporated into base fees	
Fireplace	Each	Incorporated into base fees	
Appliance Vent or Vent Fan	Each	Incorporated into base fees	
HVAC/Heating System Replacement	Each	$ 98 + BASE FEE	No change
Appliance Vent	Each	Incorporated into base fees	
Other – Not Listed	Each	Incorporated into base fees	
Additional appliances	Each	$26	No change
Home Efficiency Review		$126 /hour + BASE FEE	No change
Stop Work Penalties		Pursuant to HMC § 15.04.070 + Staff time	No change
Reinspection Fee	Each	$98	No change
Additional inspection fee	Each	$98	No change
Staff Time Charge	Per hour	See schedule	No change
Plan/Revision Plan Check Fee	Per hour	Staff time charges	No change
Direct Cost		See summary and breakdown of fees	No change
Photo Copy		$1.00 for 1st page, $0.20 each additional page plus tax	No change
Scan of Document	Per page	$3.00 each	No change

SCHEDULE P/08 – PLUMBING PERMIT AND COMBINATION PERMIT			
Type of Fee	**How Charged**	**Adopted 10/11**	**Adopted 11/12**
Plumbing Permit		$140	No change
Plumbing Combination Permit Fee		$46	No change
Supplemental Plumbing Permit Additional appliance/unit/Repair		$25 added to original permit for each component inspection	No change
Business License Tax	Per permit	See table above	No change
Technology Fee	Per permit	See table above	No change
New Single Family Residential	Per SF	$0.11 per square foot	No change
Addition/Alteration: <950 SF >950 SF	 Per SF	 $98 + BASE FEE $0.10 per square foot	 No change No change
Additional Appliances	Per Unit	$26	No change
Kitchen	Each	$98 + BASE FEE	No change
Bathroom	Each	$72 + BASE FEE	No change
Swimming Pools	Each	$170 + BASE FEE	No change
Sewer & Water Test	Each	$321 + BASE FEE	No change
Backflow Device for Sewer	Each	$72 + BASE FEE	No change
Sewer Lateral Replacement	Each	$72 + BASE FEE	No change
Water Heater	Each	Incorporated into base fees	
Water Closets	Each	Incorporated into base fees	
Water Basins	Each	Incorporated into base fees	

TOWN OF HILLSBOROUGH
SCHEDULE OF FEES AND CHARGES

SCHEDULE P/08 – PLUMBING PERMIT AND COMBINATION PERMIT			
Type of Fee	**How Charged**	**Adopted 10/11**	**Adopted 11/12**
Tubs/Showers	Each	Incorporated into base fees	
Sinks	Each	Incorporated into base fees	
Dishwasher/Disposal	Each	Incorporated into base fees	
Water Piping-New/Alteration	Each	Incorporated into base fees	
Repair – Waste and Vents	Each	Incorporated into base fees	
Gas Piping: 1-4 outlets 5 or more outlets	 Each Each	 Incorporated into base fees Incorporated into base fees	
Floor Drains	Each	Incorporated into base fees	
Other Fixtures or Traps	Each	Incorporated into base fees	
Vac Breakers or Backflow Device 1 to 5 2" or over	 Each Each	 Incorporated into base fees Incorporated into base fees	
Rainwater Drain inside building)	Each	Incorporated into base fees	
Drainage/Irrigation		$144 + BASE FEE	No change
Others – Not Listed	Each	Incorporated into base fees	
Stop Work Penalties		Pursuant to HMC § 15.04.070 + Staff time	
Reinspection fees		$108	No change
Additional inspection fee		$108	No change
Plan & Revision Plan Check		SUM OF (Consultant cost + 20%) + (staff time)	No change
Staff time charge		See schedule	
Direct Cost		See summary and breakdown of fees	
Photo Copy		$1.00 for 1st page, $0.20 each additional page plus tax	No change
Scan of Document	Per page	$3.00 each	No change
Sewer Connections – Residential & Commercial		See Sewer Department	
New Water Service or Meter		See Water Department	

ENGINEERING DEPARTMENT

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
Abandonment		$1,000	No change
Address Change	Quarterly approval where house currently exists	$840	No change
	Quarterly approval where lot is vacant	$840 + $262/lot	No change
	Accelerated process, in addition to above	$324	No change
	Appeal fee	$518	No change
Construction Vehicle Impact	Refer to Building Department Fee Schedule		
Encroachment Permits	Application	Deleted	No change
	Base Street/ROW	$409	No change
	Base Non-Street	$311	No change
	Additional service added to the base encroachment permit:		
	1. Utility Trench	$200	No change
	2. Curb & Gutter	$200	No change
	3. Parking Strip	$200	No change
	4. Driveway Apron	$200	No change
	5. Curb Drains	$200	No change
	6. Bell Holes	$200	No change
	7. Sewer Tie-in	$200	No change
	8. Storm Drains	$200	No change
	9. ROW fixtures	$200	No change
	10. Planting in ROW	$200	No change
	Inspection	Staff time cost	No change
	Reinspection/Extra inspection	$200	No change
	Inspection for parking strip replacement only	Deleted	No change
	Revocable encroachment permit (REP)	$1,476	No change
Erosion Control Inspection (in addition to grading fees for erosion control during wet season)	First 3 site visits	$791	No change
	Second 3 site visits	Additional $1,265	No change
	> 6 site visits (additional actual cost in excess of 10 hours)	$1,141 + actual cost	No change
	Reissue 1 – 3 visits	$831	No change
	Reissue 4 – 6 visits	$831	No change
Exceptions	Grading	$350	No change
	Right-of-Way	$400	No change
	Tentative Map	$450	No change
Fire Flow Text	Flow Hydrant	$358	No change
	Non-flow	$127	No change
Grading	Application fee + permit fee	$100	No change
	< 500 cubic yards to be moved	$1,201	No change
	500 – 1,499 cubic yards to be moved	$2,179	No change
	> 1,500 cubic yards to be moved and transport to and from site >= 1,500 cubic yards	$4,747	No change
	> 1,500 cubic yards to be moved and transport to and from site is < 1,500 cubic yards	$3,865	No change
Grading Permit	Engineering plan check (first 2 reviews of plans due upon plan submission)	$786	No change
	Engineering plan check (subsequent to 2nd review	$612	No change

ENGINEERING DEPARTMENT

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
	described above)		
	Projects disturbing more than one acre of land (in addition to the grading plan check and inspection fees)	$1,194	No change
	Annual Reactivation fee	$375	No change
Land Divisions	Tentative Map	$12,758 + $720/lot	No change
	Tentative Map – additional plan check review	$687	No change
	Subdivision/Parcel Map	$19,814 + $320/lot	No change
	Lot Line Adjustment	$3,536	No change
	Grading plan, soils report review	$1,158	No change
Miscellaneous Documents	Aerial Photo/Topographic Map	$1,100	No change
Park Permit		$108	No change
Private Catch Basin Cleaning	Emergency response for service requested by resident (does not apply during 10-year or greater storm events)	$696	No change
Right of Way Tree Maintenance	>50 ft (assessed on failure to clear materials within 30 days after notification – no more than 2 times per year for same infringement)	$586	No change
	<50 ft (assessed on failure to clear materials within 30 days after notification – no more than 2 times per year for same infringement)	$336	No change
Sign Maintenance	Assessed if resident fails to clear materials obscuring signs within 30 days after notification (no more than 2 times per year for same sign)	$185	No change
Stop Work Permit	Reactivation fee (per occurrence)	$1,377	No change
Street Obstruction Encroachment Permit	Initial application for 1st day (Subsequent days will be charged fee for daily inspections)	$402	No change
	Subsequent days (daily fee)	$234	No change
Street Tree Hazard Abatement	Assessed if hazard is not removed within 30 days of notification)	$1,062	No change
Wireless Facility Application and Permits	Application	$2,258	No change
	Deposit for 3rd party review/Additional staff time	$7,000	No change
	Three-year renewal	$280	No change

PLANNING DEPARTMENT

Fee Description	Task Description	Project Description	Adopted FY 10/11	Adopted FY 10/11
Annexation			Actual cost with $5,000 minimum Deposit	No change
	Pre-application review (1/2 hour)		No charge	No change
	Additional Pre-application meeting		$170	No change
Administrative review and approval		Architectural project	$322	No change
		Landscape project	$435	No change
		Fences	$415	No change
		Solar, Antennas, Satellite dishes	$267	No change
		Gates and/or columns only	$387	No change
		First Request for 1 year extension of ADRB approval	$312	No change
	Fences, gates, driveway columns		$1,149	No change
	Fences, gates, driveway columns as secondary items		$653	No change
	Roofing		$493	No change
	Landscape plans, tennis courts		$1,184	No change
	Landscape plans, tennis courts as secondary items		$993	No change
	Ground floor additions > 500 sq ft		$987	No change
	New house; Tear downs; Substantial remodel; and Upper level additions > than 500 sq ft		$1,262	No change
	Houses exceeding 8,000 sq ft in size (ADRB and Council fees combined)		$3,093	No change
	Minor additions (500 sq ft and smaller)		$642	No change
	Revisions to approved plans		$898	No change
	Satellite dishes, antennas		$735	No change
	Satellite dishes, antennas as secondary items		$416	
	Tree removal		$763	
	Tree removal as secondary item		$428	
	Continuance for design changes		½ of original fee	No change
	Subsequent request for 1 year extension of ADRB approval		$442	No change

PLANNING DEPARTMENT

Fee Description	Task Description	Project Description	Adopted FY 10/11	Adopted FY 10/11
	Appeal of ADRB decision		$2,415	No change
	Annual subscription to ADRB agendas			
	Preliminary review by ADRB	First review	$1,041	No change
		Second review	$493	No change
		Third review	$409	No change
Code Amendments			Actual cost with $5,000 minimum deposit	No change
Conceptual/Developmental Plans			Actual cost with $5,000 minimum deposit	No change
Covenant against property to insure continued use/action (Restrictive Covenant)			$605	No change
Environmental documents	Initial study		Actual cost	No change
	Categorical exemption		$327	No change
	Negative Declaration		Actual cost with $5,000 minimum deposit	No change
	EIR		Actual cost with $5,000 minimum deposit	No change
General Plan Amendment			Actual cost	No change
Private Schools, Permit to Operate			Actual cost with $5,000 minimum deposit	No change
Private Schools, Annual Certification			$134	No change
Second Unit Application			No charge	No charge
Variance, Non-conforming structure			$4,860	No change

POLICE DEPARTMENT

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
Abatement cost	Per lot or nuisance declared	Actual + 100% admin fee with $250 minimum	No change
Alarm	Permit	$60	No change
	False Alarm (1st 2 are free of charge)		No change
	False Alarm – 3rd to 5th alarm	$100 each	No change
	False Alarm – 6th and subsequent	$200 each	No change
	Reinstatement fee	$200	No change
	School	$30	No change
	Monitoring Fee	$24/month	No change
Character Letter		$10	No change
Copies	Police Report	$10	No change
Fingerprints	(per card)	$18	No change
Hearing	Administrative	$300	No change
	Council	$550	No change
Nuisance	Initial inspection/notice	No charge	No change
	Non-compliance/reinspection	$265	No change
	Declaration of Public Nuisance	$300	No change
	Removal of Declaration	$150	No change
Permit	Concealed Weapon	$125	No change
	Solicitor	$30 + cost of background check	No change
Record Sealing		$50	No change
Repossession fee (GC 41612)		$15	No change
Tapes	Audio, Video, CD	$50	No change
Vehicle Release		$40	No change
All Other Services	Police Officer	$151	$146
	Police Corporal	$172	$162
	Police Sergeant	$200	$190
	Code Enforcement Officer	$135	$130
	Communications Officer	$134	$129
	Police Records Supervisor/ Clerk II	$103	$86
	Police Services Technician	$77	N/A

PUBLIC WORKS DEPARMENT – SPECIAL SERVICES

Fee Description	Task/Project Description	Adopted FY 10/11	Adopted FY 11/12
Hydrant Maintenance	To be assessed on failure to trim landscaping within 30 days after notification (cannot be assessed more than 2 times in a year for the same hydrant)	$165	No change
Laterals	Application for testing for leakage	$182	No change
	Observation & inspection of laterals for leakage	$151	No change
	Re-observation including repair (each inspection)	$151	No change
Sewer Lateral Test	PW review (required at time of sale of property)	$255	No change
Sewer Leak Inspection		$478	No change
Service Worker	Service call during work hours	$173	No change
	Service call after work hours	$424	No change
	Water call back	$378	No change
	Sewer call back	$1,057	No change
	Streets call back	$346	No change
Meter Upgrades	Short Service – 1 inch to 1 ½ inch	$4,928	No change
	Short Service – 1 inch or 1 ½ inch to 2 inch	$5,089	No change
	Short Service – 1 ½ inch to 2 inch	Deleted	No change
	Long Service – 1 inch to 1 ½ inch	$8,866	No change
	Long Service – 1 inch or 1 ½ inch to 2 inch	$13,541	No change
	Long Service – 1 ½ inch to 2 inch	Deleted	Deleted
	Stand Along Meter Replacement Charge	$2,596.00	No change
	Resetting pavers/flagstone with meter upgrade	Contractor's Actual Cost $1,000 deposit required	No change
Water	Turn-on fee (regular work hours)	$100	No change
	Turn- on fee (after hours)	$378	No change