

CITY OF SIERRA MADRE

FEE SCHEDULE

FY 2022-2023

Note: This Fee Schedule does not include all fees, rates, or charges that may be imposed by the City of Sierra Madre. Examples of excluded items include, but are not limited to, development impact fees, utility rates and connection fees, fees imposed by and passed through to other agencies, and punitive fines and penalties.

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Many of the fees listed in the Master Fee Schedule are applied on an hourly basis and are structured to recover the full cost of service for each activity type. The City will apply the following hourly rate against recorded time to determine the fee amount owed by each applicant. Hourly rates from other departments may also apply if staff from those other departments perform work on a specific application or request for service. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application. The City may impose a contract administration fee of 15% on the value of contracted services.

For services requested of City staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rate for staff time involved in the service or activity.

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
ADMINISTRATIVE FEES				
Annual Business License Fees				
	New Business License Issuance			
3122	a) Home Occupation	\$234	\$234	per year
Multiple	b) Contractor	\$318	\$318	per year
Multiple	c) All Other Businesses	\$342	\$342	per year
Multiple	d) 30 Day Contractor	\$160	\$160	per year
Business License Renewal				
3122R	a) Home Occupation	\$128	\$128	per year
Multiple	b) Contractor	\$211	\$211	per year
Multiple	c) All Other Businesses	\$181	\$181	per year
Multiple	d) 30 Day Contractor	\$107	\$107	per year
License/Permit Fees - Other				
	City Contractor Business License			
CON001	a) New	\$172	\$172	each
CONR01	b) Renewal	\$92	\$92	each
3114	One-Day/Special Event License Fee	\$42	\$42	per event; must have established beginning and ending date and time
3300	SB 1186 DSA Fee	\$4	\$4	Senate Bill No 1186 mandated fee
3116	Solicitor Permit	\$117	\$117	per person, per day
3120	Vending Machine License Fee	\$48	\$48	per machine, per year
Other Fees				
	Reproduction Fees			
COPIES	a) Copying and/or Printing	\$0.10	\$0.10	per page
DVDS	b) Copying Tapes, DVDs, Flash Drive	\$4	\$4	each
	Returned Check/ACH Fees			
	a) Returned Check	\$41; plus bank fees	\$41; plus bank fees	each
	b) Returned ACH Item	\$41; plus bank fees	\$41; plus bank fees	each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
ADMINISTRATIVE FEES				
ADMIN STAFF	Trash Compactor Message Board Advertisements			
	- 30 day period	\$150	\$150	per 30 days
	- Each Additional - 30 day period	\$65	\$65	per 30 days
	- Each Additional message board (up to 2 boards)	\$65	\$65	each message board
	Utility Bill Inserts/Flyers	-	\$125	per month
	Dial-A-Ride Fees			
	a) Dial-A-Ride Inside City (Seniors/Handicapped)	\$0.50	\$0.50	one way
	b) Dial-A-Ride Outside City (Seniors/Handicapped)	\$0.50	\$0.50	one way
	d) Fixed Route Service - Children / Senior (Over 65) / Handicapped	\$1	\$1	with City ID card
	Other Fees			
	Garage Sale Application	\$20	\$20	per weekend
	Collections	10%	10%	per month; max of 100% of original fee
	Administrative Services Staff	\$134	\$134	per hour

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PLANNING AND ZONING FEES (1)				
	Zoning Fees			
	Design Review Permit:			
DRP001	a) Administrative Design Review Permit	\$2,454	\$2,623	each
DRP005	b) Standard	\$5,404	\$5,777	each
	Conditional Use Permit:			
CU001	a) Minor	\$2,454	\$2,623	each
CU005	b) Standard	\$5,404	\$5,777	each
	Hillside Development Permit:			
HDP001	a) Administrative Hillside Development Permit	\$2,454	\$2,623	each
HDP005	b) Standard	\$10,000 Deposit against Actual Cost; plus 15% processing fee	\$10,000 Deposit against Actual Cost; plus 15% processing fee	each
	Variance			
VAR001	a) Minor	\$2,454	\$2,623	each
VAR005	b) Standard	\$5,404	\$5,777	each
	Accessory Dwelling Unit (Second Unit)			
PZ025	Accessory Dwelling Unit Permit	\$2,454	\$2,623	each
CU010	Extension or Modification	75% of Original Filing Fee	75% of Original Filing Fee	each
PZ030	Zoning Verification Letter	\$411	\$439	each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PLANNING AND ZONING FEES (1)				
APPEAL	Appeals for Administrative Design Review Permit Reduced Fee if successful in the appeal by property owner	\$500	\$500	
CU020	Appeals to City Council	75% of Original Filing Fee	75% of Original Filing Fee	
	Deposit Requirement	100% of Estimated Cost and Processing	100% of Estimated Cost and Processing	
	General Amendments			
PZ001	Zone Change Application	\$8,167	\$8,731	each
PZ005	General Plan Amendment	\$8,167	\$8,731	each
PZ010	Municipal Code Text Amendment	\$8,167	\$8,731	each
MP001	Master Plan	\$8,167	\$8,731	each
SP001	Specific Plan	\$8,167	\$8,731	each
	Wireless Facilities			
WIRE MMOD	Minor Modification to Wireless Facilities	\$1,241	\$1,327	each
WIRENEW	New Wireless Facilities	\$5,404	\$5,777	each
WIRESM1-5	New Small Cell Wireless Facilities (1 to 5 Units)	\$1,047	\$1,120	each
WIRESM+5	New Small Cell Wireless Facilities (each additional >5)	\$105	\$112	each
	Home Occupation Permits			
PZ015	a) Affidavit	\$38	\$40	each
PZ020	b) Administrative Discretionary	\$411	\$439	each
	Environmental Fees			
EVN030	Fish and Wildlife Fee (State) - EIR Filing	\$3,446	\$3,540	Per State
EVN035	Fish and Wildlife Fee (State) - Negative declaration filing	\$2,481	\$2,548	Per State
EVN040	Fish and Wildlife Fee (State) - Mitigated Negative declaration filing	\$2,481	\$2,548	Per State
EVN045	Fish and Wildlife Fee Exemption	\$75	\$75	Per State

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PLANNING AND ZONING FEES (1)				
EVN001	Categorical Exemption	\$184	\$197	each
EVN005	Initial Study - Negative Declaration	\$2,703	\$2,889	each
EVN010	Initial Study - Mitigated Negative Declaration	\$7,205	\$7,702	each
EVN015	Environmental Impact Report	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
EVN020	Geotechnical Report Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
Noticing Fees				
	Noticing Publication and Postage			
NF001	a) Administrative Review Only	\$365	\$390	each
NF005	b) Planning Commission, City Council, or Newspaper	\$725	\$775	each
Sign Permit				
SGN001	a) Temporary	\$184	\$197	each
SGN005	b) Temporary - Admin Review	\$365	\$390	
SGN010	c) Administrative Review Required	\$365	\$390	each
SGN015	d) Planning Commission Review Required	\$725	\$775	each
Mills Act Fee				
MILL001	Mills Act Application	\$2,119	\$2,265	each
	Historic Landmark Dedication	-	\$2,265	each
	Certificate of Appropriateness	No Fee Permit	No Fee Permit	
Temporary Use Fees				
	Temporary Use Permit:			
TU010	a) Block Party	\$50	\$53	each
TU005	b) All Other Uses Not Linked to a Special Event or Civic Event	\$147	\$157	each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PLANNING AND ZONING FEES (1)				
	Water Efficient Landscapes			
WT001	a) Water Efficient Landscape Plan Check Fee	\$488	\$522	each
WT002	b) Landscape Permit and Inspection Fee	\$354	\$378	each
	Copies and Print Services			
OTH025	Copy of General Plan Land Use Map (Large - Plotter Size)	\$21	\$23	per page
OTH030	Copy of Zoning Map (Large - Plotter Size)	\$21	\$22	per page
	Other Fees			
OTH005	Request for Public Facilities Fee Reduction/Waiver	\$942	\$1,007	each
OTH010	Pre Development Application Review	\$928	\$992	each
OTH015	Request for Planning Consultation or Letter	\$100	\$106	per request
VANCANT	Vacant Property Registration Fee	\$279	\$298	each
	Subdivision Fees			
PZ060	Subdivision Map Prefiling	\$2,367	\$10,000 Deposit against Actual Cost; plus 15% processing fee	
PZ055	Parcel Map - Tentative/Vesting Tentative	\$7,765	\$8,301	each
PZ050	Tract Map - Tentative/Vesting Tentative	\$11,852	\$12,670	each
PZ070	Final Parcel Map Review, subdivision resulting into 4 parcels or less	\$5,080	\$5,431	each
	Final Tract Map Review, subdivision resulting into more than 4 parcels	\$7,620	\$8,146	each
PZ075	Map Extension	\$1,087	\$1,162	each
PZ080	Map Amendment	\$5,354	\$5,723	each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PLANNING AND ZONING FEES (1)				
PZ035	Lot Line adjustment application and review	\$4,572	\$4,887	each
PZ040	Lot Merger application and review	\$3,048	\$3,258	each
	Deposit Requirement	100% of Estimated Cost and processing fee	100% of Estimated Cost and processing fee	each
STAFF HOURLY RATE				
DEVSTAFF	Planning & Community Preservation Staff	\$244	\$244	per hour
PWSTAFF	Public Works Engineering Staff	\$169	\$169	per hour
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
NEW CONSTRUCTION FEES				
	Building Permit Fees			
PC007	Over the Counter Plan Check	\$488	\$521	each
PC007.5	Plan Check Revision Fee	Actual Cost	Actual Cost	Per 30 min.
PC002	Plan Check (Valuation \$1 to \$4,000)	\$471	\$504	each
PC003	Plan Check (Valuation \$4,001 to \$25,000)	\$800-\$1,094 \$800 for the first \$4,000, plus \$13.98 for each add'l \$1000, or fraction thereof, to and including \$25,000	\$855-\$1,169 \$855 for the first \$4,000, plus \$14.94 for each add'l \$1000, or fraction thereof, to and including \$25,000	each
PC003.5	Plan Check (Valuation \$25,001 to \$50,000)	\$1,209-\$1,559 \$1,209 for the first \$25,000, plus \$13.98 for each add'l \$1,000 or fraction thereof, to and including \$50,000	\$1,292-\$1,667 \$1,292 for the first \$25,000, plus \$14.94 for each add'l \$1,000 or fraction thereof, to and including \$50,000	each
PC004	Plan Check (Valuation \$50,001 to \$100,000)	\$1,651-\$2,441 \$1,651 for the first \$50,000, plus \$15.81 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,765-\$2,610 \$1,765 for the first \$50,000, plus \$16.90 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
PC004.5	Plan Check (Valuation \$100,001 and Up)	\$2,441 for the first \$100,000, plus \$11.40 for each add'l \$1,000, or fraction thereof	\$2,610 for the first \$100,000, plus \$12.19 for each add'l \$1,000, or fraction thereof	each
PC008	Expedited Plan Check	150% of the Plan Check Fee	150% of the Plan Check Fee	

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
NEW CONSTRUCTION FEES				
BP001	Permit (Valuation \$1 to \$4,000) a) Repair of lightweight material fence; permit exempted; b) Construction of lightweight fence; minimum permit fee; c) Construction of any wall or fence that requires foundation work including post and/or pilaster footing, mortar and/or grout; permit based on valuation.	\$243	\$260	each
BP002	Permit (Valuation \$4,001 to \$25,000)	\$459-\$1,066 \$459 for the first \$4,000, plus \$28.92 for each add'l \$1,000, or fraction thereof, to and including \$25,000	\$491-\$1,140 \$491 for the first \$4,000, plus \$30.92 for each add'l \$1,000, or fraction thereof, to and including \$25,000	each
BP003	Permit (Valuation \$25,001 to \$50,000)	\$1160-\$1582 \$1,160 for the first \$25,000, plus \$16.88 for each add'l \$1,000, or fraction thereof, to and including \$50,000	\$1,240-\$1,691 \$1,240 for the first \$25,000, plus \$18.04 for each add'l \$1,000, or fraction thereof, to and including \$50,000	each
BP004	Permit (Valuation \$50,001 to \$100,000)	\$1,592 - \$2,436 \$1,592 for the first \$50,000, plus \$16.88 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,702 - \$2,604 \$1,702 for the first \$50,000, plus \$18.04 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
BP005	Permit (Valuation \$100,001 and Up)	\$2,069 for the first \$100,000, plus \$11.93 for each add'l \$1,000, or fraction thereof	\$2,604 for the first \$100,000, plus \$12.75 for each add'l \$1,000, or fraction thereof	each
APPEAL	Appeals to Administrator Reduced Fee if successful in the appeal by property owner	-	\$500	
CU020	Appeals to City Council	-	75% of Original Filing Fee	

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
NEW CONSTRUCTION FEES				
Building Permit valuation based on current International Code Council (ICC)				
BP009	SMIP Fee a) Residential	Valuation Amount X 0.0001	Valuation Amount X 0.0001	per permit
BP010	b) Commercial	Valuation Amount X 0.00028	Valuation Amount X 0.00028	per permit
	Building Standards Administration Special Revolving Fund Fee			
	Permit Valuation:			
BP015	\$1-25,000	\$1	\$1	Senate Bill No. 1473 mandated fee.
BP015	\$25,001-50,000	\$2	\$2	Senate Bill No. 1473 mandated fee.
BP015	\$50,001-75,000	\$3	\$3	Senate Bill No. 1473 mandated fee.
BP015	\$75,001-100,000	\$4	\$4	Senate Bill No. 1473 mandated fee.
BP016	Every \$25,000 or fraction thereof above \$100,000	Add \$3	Add \$3	Senate Bill No. 1473 mandated fee.
BP020	SB 1186 DSA Fee	\$4	\$4	Senate bill No 1186 mandated fee
	STAFF HOURLY RATE			
DEVSTAFF	Planning & Community Preservation Staff	\$244	\$244	per hour
PWSTAFF	Public Works Engineering Staff	\$169	\$169	per hour
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
Building and Safety Fees				
ELE001/MEC 001/PLB001	<u>Mechanical, Plumbing, and Electrical</u> Mechanical, Plumbing, and Electrical Permits are each separate Building Permit Categories in which multiple inspections may occur. Inspections Bundle fees are based on number of inspections within a given Building Permit Category. (1) Includes air handling units, compressors, boilers, forced air units, furnaces, hoods, fans, vents, bathtubs, dishwashers, drinking fountains, laundry tubs, lawn sprinklers, piping alterations, showers, sinks, toilets, vac breakers, washbasins, water heaters, water softeners, home appliances, heating appliances, branch circuits, motors and AC units, outlets and fixtures. (2) When calculating fees, each ten branch circuits shall be considered one item, and each twenty outlets or fixtures shall be considered one item.			
	a) 1 - 3 Items/Fixtures	\$249	\$267	each
	b) 4 - 6 Items/Fixtures	\$354	\$378	each
	c) 7 - 10 Items/Fixtures	\$591	\$632	each
	d) 11 - 15 Items/Fixtures	\$693	\$741	each
	e) 16 - 20 Items/Fixtures	\$884	\$945	each
	f) 21 - 25 Items/Fixtures	\$1,119	\$1,196	each
	g) 26 or More Items/Fixtures	\$1,354	\$1,448	each
	<u>Other Plumbing Permits/Inspections</u> Pool Related Inspections: a) Swimming Pool Piping b) P-Trap for Pool Sewer/Septic Related Inspections: a) House Sewer Connecting To Public Sewer b) All Other Sewer/Septic Inspections Water Piping System			
PLB005	a) Swimming Pool Piping	\$706	\$755	each
PLB010	b) P-Trap for Pool	\$118	\$127	each
PLB015	a) House Sewer Connecting To Public Sewer	\$354	\$378	each
PLB020	b) All Other Sewer/Septic Inspections	\$706	\$755	each
PLB025	Water Piping System	\$471	\$504	each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
	<u>Other Electrical Permits/Inspections</u>			
ELE020	Motors & AC Units - (Over 10HP)	\$184 plus \$10.55 per branch	\$197 plus \$11 per branch	each
ELE030	Service	\$221	\$236	each
ELE035	Solar	\$450	\$450	Per State Law
	Solar over 15 kW	\$450 plus \$15/kW over 15kW	\$450 plus \$15/kW over 15kW	Per State Law
ELE040	Temporary Power Pole	\$49	\$53	each
	<u>Other</u>			
	Sales of Maps	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Field Consultation - Per hour after first 15min - in 15 min increments	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Office Consultation - Per hour after first 15min - in 15 min increments	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Correspondence request - Per hour after first 15min - in 15 min increments	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Request for City Council or Commission Action	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Public Works Administrative Plan Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
OTH040	Consulting and Field Inspeicton Request	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	
DEM001	Demolition Permit Fee	\$129	\$138	each
DEM005	Discretionary Demolition Permit Fee	\$1,241	\$1,327	each
	Extension or Modification	75% of Original Filing Fee	75% of Original Filing Fee	each
	Commencing Work Without a Permit	Double Fee	Double Fee	each
	Impound of shared mobile devices	\$105	\$112	each
	STAFF HOURLY RATE			
DEVSTAFF	Planning & Community Preservation Staff	\$244	\$244	per hour
PWSTAFF	Public Works Engineering Staff	\$169	\$169	per hour
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

2022-2023 PUBLIC FACILITIES FEE RATE SCHEDULE

Land Use	General Government	Library	Public Safety	Parks (Quimby)	Traffic	Water	Sewer	TOTAL
<i>Residential</i>								
Single Family	\$3,113.20	\$1,802.29	\$2,434.55	\$16,282.46	\$6,377.60	\$14,907.98	\$17,117.46	\$62,035.55
Multi Family	\$1,939.74	\$1,123.64	\$1,517.08	\$10,150.55	\$5,101.05	\$6,192.04	\$4,262.61	\$30,286.72
<i>Nonresidential</i>								
Commercial	\$754.25	\$0.00	\$586.90	\$0.00	\$15,846.07	\$3,951.64	\$3,499.78	\$24,638.63
Office	\$1,003.37	\$0.00	\$783.45	\$0.00	\$13,983.64	\$3,951.64	\$3,499.78	\$23,221.88
Industrial	\$503.40	\$0.00	\$391.73	\$0.00	\$5,107.92	\$3,286.39	\$2,915.62	\$12,205.06

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PUBLIC WORKS FEES				
PUBLIC WORKS FEES FOR GRADING/DRAINAGE/LID PLANS				
	Refundable bond deposit for Grading/Drainage LID projects			
GRD020	a) < 1,000 Square Feet	\$2,095	\$2,240	Deposit against costs
GRD025	b) > 1,000 Square Feet	\$4,190	\$4,479	Deposit against costs
	Grading Plan Check/Inspection			
	Preliminary Project Review	\$169	\$120.00	per project
GRD011	Plan Check and Inspection fee < 1,000 Square Feet	\$1,631	\$700	per permit
GRD010	Plan Check and Inspection fee > 1,000 Square Feet	\$3,262	\$1,300	per permit
GRD005	Permit	\$35	\$37	per permit
	Drainage only < 500SF upon reported concerns	\$169	\$180	per permit
	Drainage only Permit	\$35	\$37	per permit
	Drainage/Precise Grading Plan Check Fees			
	Street/Curb/Pavement/Drive Fees			
SC001	Preliminary Project Review	\$336	\$359	per project
SC005	Curb Drain/Parkway Culvert	\$253	\$271	per permit
SC010	Driveway Approach	\$257	\$275	per permit
SC020	Curb and Gutter	\$257	\$274	per permit
	Excavation			
SC025	Paved	\$253	\$271	per permit
SC030	Unpaved	\$169	\$180	per permit
	Sidewalk Improvement	\$257	\$274	per permit
	Street/Address Assignments			
ADDRESS002	Street Name assignment or change	\$498	\$532	per request
ADDRESS001	Street Address assignment or change	\$332	\$355	per request

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PUBLIC WORKS FEES				
PI010	<u>Public Improvement Inspection Fees</u>			
	Public Improvement Inspection (Project Valuation)	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per project
	Continuous Inspection (Contract)	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per project
	Public Improvement Inspection Deposit	\$10,000 deposit against costs	\$10,000 deposit against costs	per project
	Improvement Construction - Plan Check	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per project
	<u>Extension Fee</u>			
	Review of Project Extension Request	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per request
EN001 EN005 EN010 EN015 EN020 EN025 EN030 EN035 EN036 EN040 EN045 EN050 EN055	<u>Encroachment Fees</u>			
	Crane Operation/Lane Blockage	\$506	\$541	per permit
	Fence or Wall	\$169	\$180	per permit
	Irrigation	\$169	\$180	per permit
	Lighting or Minor Structures	\$169	\$180	per permit
	Material Storage	\$86	\$92	per permit
	Oversize Load	\$86	\$92	per permit
	Scaffolding	\$316	\$338	per permit
	Standard/Enhanced Sidewalk Dining	\$443	\$474	per permit
	Street Patios Permit	-	\$8	per square foot
	Sidewalk Sale	\$145	\$155	per permit
	Street Closure	\$230	\$246	per permit
	Sign	\$169	\$180	per permit
	Trash Bin/Temporary Storage	\$86	\$92	per permit

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
PUBLIC WORKS FEES				
LS010	<u>Tree Fees</u> Commission Review	\$169	\$180	each
ST006	Tree Replacement/Mitigation	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	<u>Other</u>			
FOG001	FOG permit Annual Inspection	\$253	\$271	annually
FOG005	FOG Reinspection Fee	\$86	\$92	per permit
FOG010	Sewer Cleaning Fee	\$385	\$412	annually
NPD001	NPDES Illicit Discharge Response Fee	\$252	\$270	each
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	
	STAFF HOURLY RATE			
PWSTAFF	Public Works Engineering Staff	\$169	\$169	per hour

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
LIBRARY FEES			
Miscellaneous			
Flash Drive Purchase	\$4	\$4	each
Photocopies (Black and White)	\$0.10	\$0.10	each
Photocopies (Color)	\$0.20	\$0.20	each
Projector or Screen Rental (plus \$25 refundable deposit)	\$25	\$25	each
Material Replacement			
Container Replacement - Covers, CD, DVD, Tapes	\$2	\$2	each
Library Card Replacement	\$1	\$1	each
Replacement of Materials Fee			
a) Administrative Processing Fee (non-periodical)	\$5	\$5	each
b) Material Replacement Cost (3)			
Periodicals - Adult collection	\$5	\$5	each
Periodicals - Children collection	\$3	\$3	each
Young Adult Collection			
All Other Materials	cost of item+admin fee	cost of item+admin fee	each
Damaged Materials			
Damaged Pages or Parts	\$1	\$1	each
Archival Fees			
Reproduction Fee - Scanned Digital Image	\$5	\$5	each
Archival Use			
a) Books, Catalogues, Periodicals:			
i) For-Profit	\$60	\$60	per image
ii) Non-Profit	\$15	\$15	per image
b) Film, Video, TV, Digital Media, Online Use:			
i) For-Profit	\$85	\$85	per image
ii) Non-Profit	\$20	\$20	per image
c) Slide Show/Display Image:			
i) For-Profit	\$25	\$25	per image
ii) Non-Profit	\$5	\$5	per image
d) Loan Processing (Repositories or Institutions)	\$30	\$30	per loan processed
STAFF HOURLY RATE			
Library Staff - Full-Time	\$105	\$105	per hour
Library Staff - Part-Time	\$64	\$64	per hour

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FACILITY RENTAL FEES ***			
Hart Park House			
A) Daily Rental			
Private flat rate	\$222	\$237	
Private <2 hour block	\$84	\$89	
Non profit flat rate	\$167	\$179	
Non profit <2 hour block	\$84	\$89	
B) Continual Use			
1) Non Profit (Monthly)	\$267	\$285	annually
2) All Others (Weekly)	\$1,110	\$1,187	annually
City Council Chambers:			
Private flat rate	\$222	\$237	
Private <2 hour block	\$84	\$89	
Non profit flat rate	\$167	\$179	
Non profit <2 hour block	\$84	\$89	
EMT (If Required/Requested)	\$88	\$94	per hour
Facility Attendant (if required/requested) - Required for opening/closing facilities	\$28	\$30	per hour
Security Deposit	\$250	\$267	per rental; refundable, less damages
Elected Representative (For Official Business)	Fees Waived	Fees Waived	
Cancellation Fee:			
A) Cancellation 30 or More Days Prior to Event	15% of deposit retained	15% of deposit retained	each
B) Cancellation Less than 30 Days Prior to Event	50% of deposit retained	50% of deposit retained	each
Recreation Staff - Full Time	\$102	\$102	per hour
Recreation Staff - Part Time	\$28	\$28	per hour
Public Works Maintenance Staff	\$94	\$94	per hour

*** Fees for Leagues and Other Organizations requesting frequent use of fields or parks may be subject to Special Use Agreements negotiated at terms and rates not included in this schedule.

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Field Rental Fees			
Ball Field - Lighted field			
A) Local Organization/Non-Profit - 2 Hour Minimum	\$56	\$60	per hour
B) Private Group/Individuals - 2 Hour Minimum	\$99	\$106	per hour
Ball Field, basketball, tennis courts, etc. - lighted			
A) Local Organization/Non-Profit 2 Hour Minimum	\$33	\$35	per hour
B) Private Group/Individuals 2 Hour Minimum	\$60	\$64	per hour
Basketball, Tennis, Volleyball Courts (no minimum, lights or no lights)	\$5	\$5	per hour
Park Rental Fees			
Park Rental			
A) 1 - 100 People:			
1) Local Organization/Non-Profit	\$56	\$60	per day
2) Private Group/Individuals	\$100	\$107	per day
B) More than 100 People:			
1) Local Organization/Non-Profit	\$222	\$237	per day
2) Private Group/Individuals	\$333	\$356	per day
EMT - if requested/required	\$88	\$94	per hour

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Community Garden Plot Fees			
Community Garden Plot Quarterly Rental - half plot	\$39	\$42	per quarter
Banner Fees			
Downtown District Street Light Pole Banners - Per Sign			
Banner Hanging - Per Week			
Banner Hanging and Removal - Non-Profit Groups Only	\$250	\$267	per week
Downtown District Street Light Pole Banner Hanging and Removal	\$1,477	\$1,579	per request
STAFF HOURLY RATE			
Recreation Staff - Full Time	\$102	\$102	per hour
Recreation Staff - Part Time	\$28	\$28	per hour
Public Works Maintenance Staff	\$94	\$94	per hour

*** Fees for Leagues and Other Organizations requesting frequent use of fields or parks may be subject to Special Use Agreements negotiated at terms and rates not included in this schedule.

(1) Outside materials may include, but are not limited to, straw/hay bales, ponies, sound systems, bounce houses, etc.

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FILM PERMIT FEES (1)(2)			
Still Photography *** (More than Two Cast and Crew)	\$300	\$321	per day
Extra Small Film Productions *** (5 or Fewer Cast and Crew)	\$300	\$321	per day
Small Film Productions *** (Between 6 and 50 Cast and Crew):			
A) First Day	\$1,000	\$1,069	per day
B) Each Additional Day	\$750	\$802	per day
-Nonprofit/Student			
A) First Day	-	\$500	per day
B) Each Additional Day	-	\$250	per day
Any Production Requiring More than Forty Hours of City Staff Time	Fully burdened hourly rate for all staff time	Fully burdened hourly rate for all staff time	per hour
Use of City Facilities	\$550	\$588	per day
Use of City Parking Stalls	\$14	\$15	per stall, per day
Refundable Deposit	\$2,222 against cost	\$2,222 against cost	

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FILM PERMIT FEES (1)(2)			
Violation of Hour Restrictions:			
Per production vehicle	\$1,172	\$1,253	per hour
Per personal vehicle	\$587	\$627	per hour
Film Monitor	\$196	\$209	per hour
Police Personnel	\$241	\$258	per hour
Fire Personnel	\$241	\$258	per hour
Cigarette Butts and Debris Pickup	\$7	\$7	
STAFF HOURLY RATE			
Recreation Staff - Full-Time/Film Monitor	\$89	\$102	per hour
Fire Staff	\$121	\$125	per hour
Police Staff	\$121	\$125	per hour
Public Works Engineering Staff	\$158	\$169	per hour
Public Works Maintenance Staff	\$90	\$94	per hour
DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	
<p>(1) Fees shown do not include fees required for traffic, fire, and police safety services provided by the City. Fees for these services will be billed at the fully-burdened hourly rates shown in this fee schedule. The City Manager, or the City Manager's designee shall provide the hourly rates for assistance from staff not represented via the fully-burdened hourly rates in this fee schedule.</p> <p>(2) Fees shown do not include business licensing, encroachment fees, or temporary use permit fees that may apply.</p> <p>*** Separate fee applies for productions anticipated to require more than forty hours of City Staff time.</p>			

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
SPECIAL EVENT FEES			
Refund or Transfer of Recreation Program Fee	\$16	\$18	per request
Special Events			
Mt. Wilson Trail Race - Adult with shirt	\$70	\$75	each
Mt. Wilson Trail Race - Youth with shirt	\$39	\$42	each
Huck Finn Day - Friday Campsite + Fishing Derby	\$60	\$64	per family of 4
Huck Finn Day - Fishing Derby Kids Only (Saturday A.M.)	\$10	\$11	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)	\$10	\$11	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)	\$32	\$34	per family of 4
Huck Finn Package - Friday Campsite + Fishing Derby + Family/ Open Fishing (All Saturday)	\$75	\$80	per family of 4
Fourth of July - Parade Entry (Non Profit)	\$27	\$29	each
Fourth of July - Parade Entry (Private)	\$27	\$29	each
Fourth of July - Firecracker Run Entry (Youth)	\$22	\$24	each
Fourth of July - Firecracker Run Entry (Adult)	\$27	\$29	each
Summer/ Seasonal Movie Series - Recommended Sponsorship	\$862	\$921	each
Concerts in the Park - Recommended Sponsorship	\$1,077	\$1,151	each
Recreation Leisure Excursions	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	

	Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
SPECIAL EVENT FEES			
Special Event Permit Fee			
Local Non-profit: 1-100 people	\$63	\$67	
Private Group/Individuals: 1-100 people	\$123	\$131	
Local Non-profit: More than 100 people	\$243	\$260	
Private Group/Individuals: More than 100 people	\$484	\$517	
STAFF HOURLY RATE			
Recreation Staff - Full-Time	\$102	\$102	per hour
Recreation Staff - Part-Time	\$28	\$28	per hour
Fire Staff	\$125	\$125	per hour
Police Staff	\$125	\$125	per hour
Public Works Engineering Staff	\$162	\$169	per hour
Public Works Maintenance Staff	\$94	\$94	per hour
DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
POLICE FEES				
Vehicle Related Fees				
	Vehicle Release (Abandoned, Stored, Misc.) (1)	\$155	\$166	each
	Vehicle Release (D.U.I. - Driver Arrested) (1)	\$491	\$525	each
	Vehicle Release (Repossession)	\$23	\$25	each
	Citation Sign-off (Onsite)	\$18	\$19	each
Report Fees (2)				
	Crime Report	\$0.10	\$0.10	per page; \$33 maximum
	Minor Non-Criminal Incident Report Copies - (1 page)	\$0.10	\$0.10	per page; \$20 maximum
	Lost Cell Phone Report - (For Insurance Purposes)	\$0.10	\$0.10	each
	Traffic Accident Report (Non-Injury)	\$0.10	\$0.10	per page; \$20 maximum
	Traffic Accident Report (Injury)	\$0.10	\$0.10	per page; \$33 maximum
Fingerprinting and Letter Services				
	Livescan Fingerprinting	\$43; plus pass-thru fees	\$46; plus pass-thru fees	each
	Ink Fingerprinting (per card)	\$29	\$31	
	Clearance Letter	\$30	\$32	each
Sign Fees				
	Illegal Sign Removal Fee (Release Of Property)	\$64	\$68	each
	a) Residential	\$32	\$34	
	b) Commercial	\$54	\$58	

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
POLICE FEES				
	Response Due To False Alarm: a) First False Alarm Response b) Two False Alarm Responses b) Third or More Responses Response Due To Loud Party Disturbance: a) First Response b) Each Additional Response	\$0 \$100 \$200 \$0 billed hourly with 2 hour min; plus 15% administration cost	\$0 \$100 \$200 \$0 billed hourly with 2 hour min; plus 15% administration cost	per response per response per response per response per response
PRK	Emergency D.U.I. Response Fees Emergency Response To D.U.I. Related Collision (up to a \$1,000 max) Overnight Parking Permit Fees Annual Permit Nightly Permit Sticker Transfer or New Sticker Other Fees Administrative Citation First Offense Administrative Citation Second Offense Administrative Citation Third or more offense Carry of a Concealed Weapon Permit - Investigation (Per hour - 2 hour min. non- refundable set by State of California) Off-Site Vehicle inspection fee On-Site Vehicle inspection fee Overnight Parking Permit Including Investigation Notice of City Code violation LA County / Pasadena booking Fee	Actual Cost; plus 15% processing fee \$105 \$6 \$8 \$125 \$247 \$613 \$145 \$71 \$35 \$6 \$67 Actual Cost plus 20% Administrative fee	Actual Cost; plus 15% processing fee \$112 \$7 \$9 \$133 \$264 \$655 \$155 \$76 \$37 \$6 \$72 Actual Cost plus 20% Administrative fee	per hour per permit per sticker each each each each each each each each each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
POLICE FEES				
	STAFF HOURLY RATE			
	Patrol Staff	\$170	\$170	per hour
	Dispatch/Records Staff	\$103	\$103	per hour
	Code Enforcement Staff	\$120	\$120	per hour
	Outside Court Subpoena (per employee per request)	Set by State	Set by State	Set by State

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FIRE FEES				
EMS	EMS/Paramedic Fees			
	Paramedic Subscription Fee	\$71	\$76	per person
	Advanced Life Support (ALS) Transport	\$2,550	\$2,710	per patient
	Basic Life Support (BLS) Transport	\$1,702	\$1,809	per patient
	Mileage	\$19	\$23	per mile
	Oxygen	\$102	\$108	each
	Night Charge	\$27	\$29	each
	Wait Time	\$143	\$143	each 30mins or
	Disposable Medical Supplies	\$29	\$31	per transport
	Electrocardiogram (EKG)	\$0	\$22	each
	Emergency Medical Services Dispatch (TNT) Fee	\$273	\$273	each
	Annual Fire And Life Safety Inspection			
	Annual Fire And Life Safety Inspection	\$83	\$88	per half hour; half hour minimum
	Fire Permit			
	Fire Permit	\$41	\$44	each
	Reports			
	Fire Report	\$31	\$33	each
	Medical Report	\$31	\$33	each
	Appearance/Standby Fees			
	Court Appearance and Office Hearing / Non-Compliance	\$161	\$172	per hour; 2 hour minimum
	Fire Watch	\$161	\$172	per hour; 2 hour minimum

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FIRE FEES				
FSP001	Fire Sprinkler Permits/Inspections Fire Sprinkler Permit/Inspection/Plan Check	\$483	\$578	each
FSP010	Fire Related Inspection Request/Re-Inspection for failed inspection		\$159	each
FSP020	Commercial Fire Related Inspection Request		Actual Cost; plus 15% processing fee	each
	Fire Department Training Class Fee Fire Department Training Class	Actual Cost; plus 25% processing fee	Actual Cost; plus 25% processing fee	each
	Response Fees Response Due To False Alarm: a) First False Alarm Response b) Two False Alarm Responses b) Third or More Responses Illegal Burning Hazardous Materials Clean-Up	\$0 \$100 \$200 Actual Cost; plus 15% processing fee Actual Cost; plus 15% processing fee	\$0 \$100 \$200 Actual Cost; plus 15% processing fee Actual Cost; plus 15% processing fee	per response per response per response per inspection each
	Weed Abatement Fees Weed Abatement	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
FIRE FEES				
	Other Fees			
	Additional Inspection of New System after third (per additional inspection)	\$161	\$172	each
	Fire Inspections (Failure to comply)	\$161	\$172	each
	Fire Inspections of Commercial	\$161	\$172	each
	Fire Inspections of Multi-Residential	\$161	\$172	each
	Fire Inspections of Schools (Public/Private)	\$161	\$172	each
	Installation or Removal of underground storage tanks	\$161	\$172	each
	Review of requested activity - Fire permit	\$161	\$172	each
	STAFF HOURLY RATE			
	Fire staff - Movie Detail	\$75	\$75	
	Fire Staff	\$159	\$159	per hour
	Engine with 4 staffed positions	\$745	\$745	per hour
	Equipment rental	\$144	\$144	

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
UTILITY RATES				
New Meter Installation				
NMI-001	New meters: 3/4"	\$726	\$776	Minimum Fee - Plus costs over base fee
NMI-005	New meters: 1"	\$726	\$776	Minimum Fee - Plus costs over base fee
NMI-010	New meters: 1" with 1" line	\$3,298	\$3,525	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-015	New meters: 1 1/2" with 1 1/2" line	\$4,850	\$5,185	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-020	New meters: 1 1/2"	\$975	\$1,043	Minimum Fee - Plus costs over base fee
NMI-025	New meters: 2"	\$1,230	\$1,315	Minimum Fee - Plus costs over base fee
NMI-030	New meters: 2" with 2" line	\$5,703	\$6,096	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-035	New meters: 4"	\$5,924	\$6,332	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-040	New meters: 4" fire line	\$5,924	\$6,332	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-045	New meters: 4" with 4" line	\$6,663	\$7,123	Refundable Deposit - Less: Cost, plus 20% installation Fee
Other Meter Charges				
	Portable water meter rental	\$1,208	\$1,291	Minimum Fee - Plus costs over base fee
	Portable water meter deposit	\$2,218	\$2,371	Refundable Deposit - Less: damage, rental fee, and consumption
	Relocation of existing meter	\$4,050	\$4,050	Up to 1" meter + abandon old service
	Relocation of existing meter	\$5,602	\$5,602	Up to 1 1/2" meter + abandon old service
	Relocation of existing meter	\$6,455	\$6,455	Up to 2" meter + abandon old service
Reinstall Meter at prior location				
	Reinstall Meter	\$88	\$94	5/8", 3/4", & 1" meters (each occasion)
	Reinstall Meter	\$88	\$94	1 1/2" & 2" meters (each occasion)

Fee Code		Current Fee FY 2021-2022	Proposed Fee FY 2022-2023	Unit
UTILITY RATES				
	Other Fees & Services			
	New service or termination of existing service	\$56	\$59	Per request
	Owner request for seal/unseal meter	\$90	\$96	Per request
	Water delinquent turn off/on	\$90	\$96	Per delinquent shut off/on
	24 hour notice for turn-off	\$42	\$45	Per occasion
	Unauthorized connection to City line	\$2,351	\$2,513	Fine per citation Plus estimated commodity charge
	Unauthorized connection to fire hydrant	\$2,351	\$2,513	Fine per citation Plus estimated commodity charge
	Unauthorized use or alteration of water meter	\$2,351	\$2,513	Fine per citation Plus estimated commodity charge
	Water meter testing	\$82	\$87	Fee for testing, more than 2% error rate
	Sale of excess water to other municipalities			Based on specific negotiations
	Utility Account Establishment Fee	\$28	\$30	One time fee, non-refundable
	Deposit for new water service - Owner occupied property	\$66	\$71	Refund in one year with good payment history or \$0 deposit with letter from other utility co.
	After hours service initiation/termination fee	\$102	\$109	Per after hours service request
	Sewer			
SWR005	Sewer Permit	\$92	\$99	Minimum Permit Fee
	Other Sewer Fees			
SWR010	Sewer Connection Fee	\$357	\$382	Per connection
SWR015	Sewer Dye test	\$257	\$274	Per request
SWR020	Sewer Stoppage Investigation	\$128	\$137	Per investigation.
SWR025	Saddle Main Line	\$390	\$417	Per request (includes two inspections)
SWR030	Residential Sewer Connection	\$128	\$137	Per request

	Current Monthly Fee FY2021-2022	Proposed Monthly Fee FY2022-2023	
UTILITY RATES			
Water Charges			
Meter Size			MONTHLY CHARGE
5/8", 3/4"	\$43.26	\$46.24	Per connection per bill
1"	\$52.85	\$56.50	Per connection per bill
1-1/2"	\$76.61	\$81.89	Per connection per bill
2"	\$105.24	\$112.50	Per connection per bill
3"	\$196.00	\$209.52	Per connection per bill
4"	\$329.54	\$352.28	Per connection per bill
Low Income Discount:			
Meter Size			MONTHLY CHARGE
5/8", 3/4"	\$28.16	\$30.10	Per connection per bill
1"	\$37.81	\$40.42	Per connection per bill
1-1/2"	\$53.90	\$57.62	Per connection per bill
2"	\$73.21	\$78.27	Per connection per bill
3"	\$118.27	\$126.43	Per connection per bill
4"	\$182.64	\$195.24	Per connection per bill
Infrastructure Fixed Charge			
Meter Size			MONTHLY CHARGE
5/8", 3/4"	\$20.70	\$22.13	Per connection per bill
1"	\$34.57	\$36.95	Per connection per bill
1-1/2"	\$68.92	\$73.68	Per connection per bill
2"	\$110.31	\$117.92	Per connection per bill
3"	\$241.53	\$258.20	Per connection per bill
4"	\$434.63	\$464.62	Per connection per bill

	Current Monthly Fee FY2021-2022	Proposed Monthly Fee FY2022-2023	
UTILITY RATES			
Variable Charge			
Single Family			
Tier 1	\$2.93	\$3.14	Per 100 cu. Ft. of water (1 unit)
Tier 2	\$4.60	\$4.92	Per 100 cu. Ft. of water (1 unit)
Multi-Family	\$4.05	\$4.33	Per 100 cu. Ft. of water (1 unit)
Non-Residential	\$4.03	\$4.31	Per 100 cu. Ft. of water (1 unit)
Irrigation	\$4.14	\$4.42	Per 100 cu. Ft. of water (1 unit)
Institutional	\$4.46	\$4.77	Per 100 cu. Ft. of water (1 unit)
Sewer Charges-Fixed			
Customer Class			
Residential	\$19.32	\$19.90	Monthly Charge
Non-Residential			
Commercial	\$15.68	\$16.15	Monthly Charge
Institutional	\$15.68	\$16.15	Monthly Charge
Sewer Charges-Variable			
Non-Residential			
Commercial	\$0.36	\$0.37	Cost per CCF
Institutional	\$0.36	\$0.37	Cost per CCF