

# City of Benicia



## User Fee Study





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# TABLE OF CONTENTS

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<b>TABLE OF CONTENTS</b> .....	<b>i</b>
<b>Executive Summary</b> .....	<b>1</b>
<b>User Fee Background</b> .....	<b>2</b>
Background .....	2
California User Fee History .....	2
Additional Policy Considerations .....	4
<b>Study Objective</b> .....	<b>5</b>
Scope of the Study .....	5
Aim of the Report.....	5
<b>Project Approach and Methodology</b> .....	<b>6</b>
Conceptual Approach.....	6
Fully Burdened Hourly Rates.....	6
Summary Steps of the Study.....	7
Allowable Costs.....	7
Methodology.....	8
Quality Control/Quality Assurance .....	8
Reasons for cost increases/decreases over current fees.....	8
City Staff Contributions.....	9
<b>Benicia User Fees</b> .....	<b>10</b>
Cost Recovery.....	10
Subsidization .....	10
Impact on Demand (Elasticity) .....	11
Summary .....	11
<b>Planning</b> .....	<b>12</b>
Analysis .....	12
<b>Building Safety</b> .....	<b>13</b>
Analysis .....	13
<b>Library</b> .....	<b>14</b>
Analysis .....	14
<b>Finance</b> .....	<b>15</b>



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Analysis .....	15
<b>Fire.....</b>	<b>16</b>
Analysis .....	16
<b>Public Works.....</b>	<b>17</b>
Analysis .....	17
<b>Miscellaneous Administrative .....</b>	<b>18</b>
Analysis .....	18
<b>Parks and Community Services.....</b>	<b>19</b>
Analysis .....	19
<b>Police.....</b>	<b>20</b>
Analysis .....	20
<b>Appendix A – Total Allowable Cost to be Recovered .....</b>	<b>21</b>
<b>Appendix B – Fully Burdened Hourly Rates .....</b>	<b>22</b>
<b>Appendix C – Cost Recovery Analysis .....</b>	<b>27</b>



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## Executive Summary

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The City of Benicia engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify some fees would require significant increases to achieve 100% cost recovery. Therefore, departmental staff have recommended a subsidy for several fees



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# User Fee Background

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## Background

Local governments provide numerous programs and services targeted to specific populations such as home builders, exercise class attendees, or facility renters. To remain solvent, the government must recover the costs associated with providing these. Rather than placing the cost burden on the community as a whole by recovering costs from local taxes, the government charges user fees directly to the residents benefitting from specific programs and services. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

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

## California User Fee History

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

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

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven



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categories of exceptions. The fees analyzed as part of this study fell under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.



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## Additional Policy Considerations

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

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

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

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

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



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## Study Objective

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

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

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

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

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

## Scope of the Study

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

- Planning
- Building
- Library
- Finance
- Fire
- Public Works
- Miscellaneous Administrative
- Parks & Community Services
- Police

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





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## Aim of the Report

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



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# Project Approach and Methodology

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## Conceptual Approach

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

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

## Fully Burdened Hourly Rates

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

- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

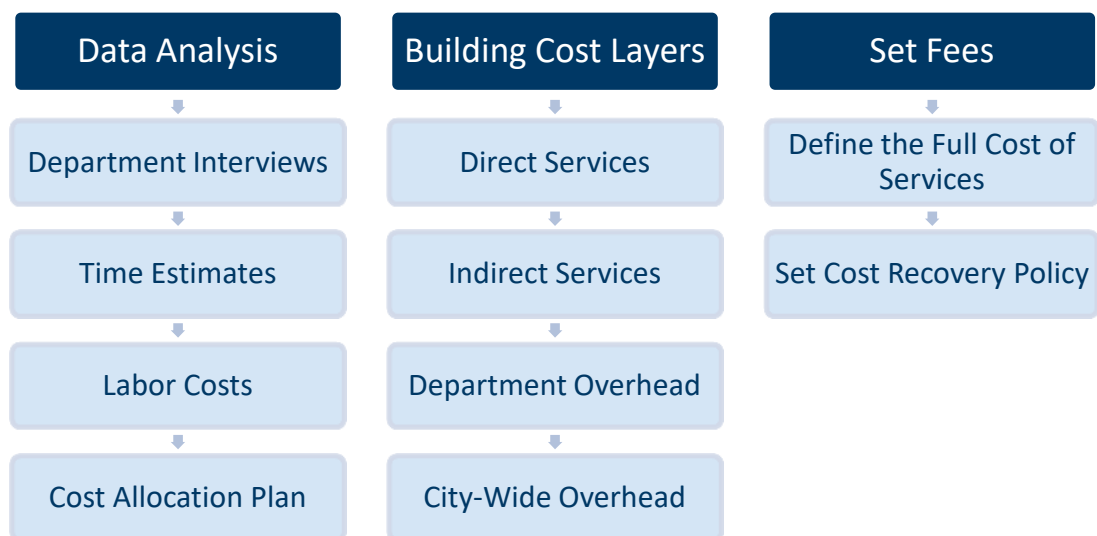
An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours’ employees are involved in non-billable activities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

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



## Summary Steps of the Study

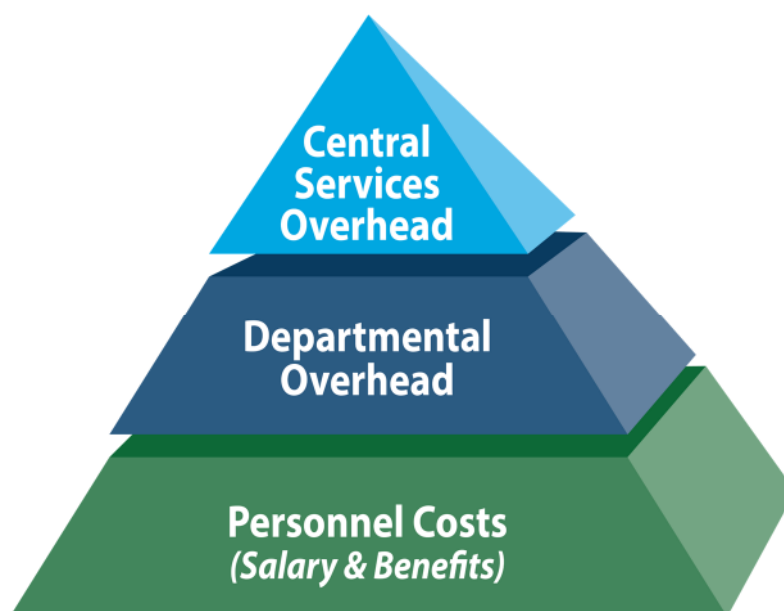
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



## Allowable Costs

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

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, as provided via the City’s Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.





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## Methodology

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

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

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

## Quality Control/Quality Assurance

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

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

## Reasons for cost increases/decreases over current fees

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

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study



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- Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
    - Departmental overhead and administration costs
    - Vehicle and Facility Maintenance support costs
    - Indirect overhead from the Cost Allocation Plan
  - Changes in processes and procedures within a department, or the City as a whole

## City Staff Contributions

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

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

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



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# Benicia User Fees

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## Cost Recovery

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

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

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

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

## Subsidization

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

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

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

Of course, subsidization can be an effective public policy tool, since it can be used to reduce fees to encourage certain activities (such as compliance inspections to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.



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

## Impact on Demand (Elasticity)

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

## Summary

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

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



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## Planning

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The Planning Division is responsible for ensuring compliance with the City General Plan and Zoning Ordinance. Daily operations focus on customer service, development review and compliance, long-range planning and historic preservation. The Planning Division provides staff support to the Zoning Administrator, Historic Preservation Review Commission, Planning Commission, and Sky Valley Open Space Committee. The Planning Division reviews and prepares comments on pertinent County and regional plans and environmental documents that have implications for Benicia.

## Analysis

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

The analysis of Planning Division services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that the current fees do not reflect the cost of providing the services which frequent occurs in the time between user fee cost studies. It is recommended that the City make fee adjustments to seek full cost recovery for most Planning services as detailed in [Appendix C](#). As a result, there would be:

- an increase to 36 fees;
- 22 new fees would be added;
- 20 fees would decrease;
- 1 fee would remain as currently set, and;
- the average fee change would be a decrease of 4% (*note: some fees are shifting to a minimum fee / direct cost recovery model where cost of providing service is highly variable*).





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## Building Safety

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The Building Safety Division is responsible for maintaining and ensuring compliance with the Building Code, permit intake, maintaining permit records and updating the permit system, facilitating plan review, inspections, and floodplain management. The Building Safety Division also staffs the Building Code Board of Appeals.

### Analysis

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

The analysis of Building Safety Division services relied primarily upon a standard unit cost build-up approach (except for fees related to the Building Permit program), whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. The Building fee schedule also underwent structural modifications to better fit to how services are provided. The analysis found that services are currently not in line with full cost recovery. It is recommended that the City make fee changes to achieve full cost recovery for Building services as detailed in [Appendix C](#). The Building Permit program would be staying the same except for an increase to the minimum fee. As a result, there would be:

- an increase to 14 fees;
- 30 restructured fees would be added;
- 14 fees would decrease, and;
- 7 fees would remain as currently set.



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## Library

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The Public Services Division of the Library provides reference and circulation assistance, services and programs for adults, teens and children, as well as adult literacy services for native English-language speakers and English as a Second Language (ESL) learners, along with GED students.

### Analysis

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

The analysis of Library Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most flat rate fees are currently set below the full cost of providing the service. Some rental services are also included in the Library fee schedule and under Proposition 26 can be set based on policy and market factors since there is market availability. Staff has suggested reasonable fee adjustments to the fee schedule, and they are detailed in [Appendix C](#). As a result, there would be:

- an increase to 5 fees;
- 1 new fee would be added;
- 3 fees would decrease;
- 18 fees would remain as currently set, and;
- the average estimated fee increase would be around 15%.



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## Finance

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The Finance Department provides financial accounting and reporting for its citizens, other agencies, and internal departments. The Finance Department is also responsible for budget preparation, processing of payments, financial reporting and coordination of annual audit information, payroll, water and sewer billing, coordination of business license compliance, billing for City services, and general customer service.

### Analysis

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

The analysis of the City Clerk services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are a mix of above and below the full cost of providing them. Staff has suggested reasonable fee adjustments to the fee schedule, and they are detailed in **Appendix C**. As a result, there would be:

- An increase for 1 fee;
- 2 fees would decrease, and;
- 2 fees would remain as currently set



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## Fire

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The Benicia Fire Department is committed to providing excellent service to our community by exhibiting the highest standards of professionalism and expertise. The department strives to proactively identify service delivery needs and adapt accordingly to exceed fire service industry standards. Staff is properly trained and equipped to respond at a moment's notice when emergencies or disasters strike. The department appreciates the respect it holds in the community and is committed to maintaining that trust.

The Benicia Fire Department provides paramedic level Emergency Medical Services (EMS) and response to fires, vehicle accidents, hazardous materials incidents, explosions, floods, technical and water rescues, earthquakes, and non-emergency public service calls. The Benicia Fire Department remains prepared in an operational state of readiness twenty-four hours a day, seven days a week.

## Analysis

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

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

- an increase to 141 fees;
- 49 new fees would be added;
- 30 fees would decrease;
- 4 fees would remain as currently set, and;
- the average fee change would be an increase of 80%.



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## Public Works

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The Engineering Division provides technical advice and assistance to the public, other City departments, and outside agencies. Engineering services include planning, design, inspection, construction management, and contract administration for the City's Public Works construction projects. The division provides preliminary analysis and review of new residential and commercial development, plan checking, and inspection of public improvements. This division performs traffic engineering, including the City's Traffic Calming Program, and processes encroachment, grading, transportation, and stormwater permits. Engineering staff also manages the City's Pavement Management Program and Storm Water Management Program for flood control and environmental protection. Citizen inquiries relating to public facilities, drainage, traffic, dredging, and safety issues are reviewed and acted on by this division. Contract employees and private consulting firms support this division by providing design, construction management, and inspection services on a project-by-project basis.

### Analysis

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

The analysis of Engineering Services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are a mix of above and below the full cost of providing them. It is recommended that the City adjust fees to full cost recovery as detailed in [Appendix C](#). As a result, there would be:

- an increase to 32 fees;
- 25 fees would decrease;
- 3 new fees would be added, and;
- 18 fees would remain as currently set.



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## Miscellaneous Administrative

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Miscellaneous Administrative fees

### Analysis

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

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

- An increase for 4 fees;
- 3 fees would decrease;
- 3 fees would remain as currently set, and;
- the average estimated fee increase would be around 29%.



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## Parks and Community Services

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The Parks and Community Services Department operates a variety of programs and services for the residents of Benicia. The department consists of the Administration Division, Parks Division, Building Maintenance Division, and Community Services Division. The department currently maintains and operates 211 developed park and landscaped acres, plus one 577-acre regional park, 35 City-owned buildings, 1 City-owned cemetery, 1 swimming pool facility, and 1 community center. The department has responsibility for over 68 open space access areas and maintenance of a lighting and landscape district, consisting of 5 zones.

### Analysis

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

The analysis of most Parks and Community Services programs encompassed facility rentals and other recreation services. The fee for use of government owned facilities and property can be set discretionally by the City per Proposition 26 to reduce the cost to the public for the facilities, and because there is market availability for facility use by the public. The cost of acquisition, maintenance, repair, and upgrade to the City and subsequently the community is offset by rental or use fee revenue. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that many Recreation programs provide a measure of public benefit to the residents and City as a whole. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions and private businesses. Therefore, full cost recovery is typically not the primary goal of fee setting. Even so it is important for cities to understand the cost recovery of services within Parks and Recreation to make informed budget decisions based on limited general funding resources available. As such, a cost recovery analysis was performed, and it was determined that Parks and Community Services is operating at around 25% cost recovery based on fiscal year 2022 revenues and expenditures. Staff has suggested reasonable fee adjustments to the fee schedule, and they are detailed in [Appendix C](#). As a result, there would be:

- An increase for 86 fees;
- 1 fee would decrease;
- 8 new fees would be added;
- 46 fees would remain as currently set, and;
- Fee changes will put services in line with the industry and local average.



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## Police

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The members of the Benicia Police Department work in partnership with the community to improve the quality of life of all Benicia citizens and merchants. The department's core values are Safety, Community, Leadership, Integrity, and Professionalism. The department's first pillar is community engagement; the second pillar is a rapid and effective response to crimes in progress, and the third pillar is relentless follow-up. The department commits to collaborating with employees, community members, and at a regional level to achieve its vision to be the best Police Department in the world.

## Analysis

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

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

- minor increases to 7 fees;
- 1 new fee would be added;
- 1 fee would decrease, and;
- 79 fees would remain as currently set.





## Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total cost is realized as staff doesn't just work on services related to User Fees, but also work on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, passthrough contract costs.

### City of Benicia - User Fee

#### Overhead Rate Calculations

Department	Total Personnel	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
010: BLDG MAINTENANCE	553,755	238,440	43%	0%
010: COMMUNITY DEVELOPMENT	1,707,400	117,040	7%	19%
010: CITY MANAGER	1,459,980	143,260	10%	0%
010: ECONOMIC DEVELOPME	540,840	74,990	14%	13%
010: FINANCE	1,443,250	99,150	7%	0%
010: FIRE ADMIN	9,030,520	752,970	8%	12%
010: INFORMATION TECHNO	511,590	68,960	13%	0%
010: LIBRARY	1,048,140	176,050	17%	48%
010: PARKS&COMMUNITY SV	3,280,720	776,720	24%	44%
010: POLICE ADMIN	9,567,470	1,235,450	13%	14%
010: PUBLIC WORKS	1,462,945	400,050	27%	18%
010: PUBLIC WORKS ADMIN	577,270	67,520	12%	0%
710: WASTEWATER OPERATIONS	3,529,510	842,970	24%	14%
750: WATER OPERATIONS	3,411,010	1,751,470	51%	14%



## Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in **Appendix C**. The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. When a central service department position works on a fee or project in the purview of an operating department, the overhead rates of the operating department (shown in **Appendix A**) will be applied to that central service positions' salary and benefit rate for full cost recovery since indirect overhead cost only applies to non central service functions of the City. For any user fee service request that is outside the scope of the fees detailed in **Appendix C**, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

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

Department	Position	Fully Burdened Hourly Rate
<b>Blended Rates</b>		
	Deveopment Technician I/II	\$75.96
	Building Inspector I/II	\$97.02
	Assit/Assoc/Sr Planner	\$116.22
	Building Official/Inspector II	\$131.35
	Assit/Assoc/Sr Engineer	\$175.73
	FINANCE	\$104.49
	POLICE	\$143.22
	Accounting Technician/Senior Account Clerk	\$66.22
	COMMUNITY DEVELOPMENT	\$116.63
010: BLDG MAINTENANCE	Bldg - ASSISTANT RECREATION COORDINAT	\$24.74
010: BLDG MAINTENANCE	Bldg - MAINTENANCE CUSTODIAN	\$72.86
010: BLDG MAINTENANCE	Bldg - MAINTENANCE WORKER III PCS	\$98.91
010: BLDG MAINTENANCE	Bldg - PLBM JOURNEYMAN	\$86.01
010: COMMUNITY DEVELOPMENT	CD - ASSISTANT PLANNER	\$103.61
010: COMMUNITY DEVELOPMENT	CD - ASSOCIATE PLANNER	\$113.98
010: COMMUNITY DEVELOPMENT	CD - BUILDING INSPECTOR I	\$92.40
010: COMMUNITY DEVELOPMENT	CD - BUILDING INSPECTOR II	\$101.63
010: COMMUNITY DEVELOPMENT	CD - BUILDING OFFICIAL	\$161.07
010: COMMUNITY DEVELOPMENT	CD - COMMUNITY DEVELOPMENT COORDINATOR	\$90.57
010: COMMUNITY DEVELOPMENT	CD - COMMUNITY DEVELOPMENT DIRECTOR	\$208.66
010: COMMUNITY DEVELOPMENT	CD - DEVELOPMENT SERVICES TECH I	\$72.34
010: COMMUNITY DEVELOPMENT	CD - DEVELOPMENT SERVICES TECH II	\$79.58



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

Department	Position	Fully Burdened Hourly Rate
010: COMMUNITY DEVELOPMENT	CD - FLOOD PLAIN MANAGER	\$172.35
010: COMMUNITY DEVELOPMENT	CD - INTERN II	\$26.34
010: COMMUNITY DEVELOPMENT	CD - MANAGEMENT ANALYST II	\$109.63
010: COMMUNITY DEVELOPMENT	CD - PLANNING MANAGER	\$169.51
010: COMMUNITY DEVELOPMENT	CD - SENIOR PLANNER	\$131.08
010: CITY MANAGER	CM - ADMIN SECRETARY	\$67.84
010: CITY MANAGER	CM - CITY MANAGER	\$243.66
010: CITY MANAGER	CM - DEPUTY CITY CLERK	\$78.01
010: CITY MANAGER	CM - DEPUTY CITY MANAGER	\$170.36
010: CITY MANAGER	CM - EQUITY DIVERSITY INCLUSION MGR	\$69.87
010: CITY MANAGER	CM - EXECUTIVE ASST TO CITY MANAGER	\$78.01
010: CITY MANAGER	CM - MUNICIPAL PROJ MGR SPEC ADV CM	\$160.37
010: CITY MANAGER	CM - SENIOR MGMNT ANALYST	\$103.87
010: ECONOMIC DEVELOPME	ED - MANAGEMENT ANALYST I	\$100.47
010: ECONOMIC DEVELOPME	ED - MANAGMENT ANALYST I/II PT	\$57.34
010: FINANCE	Finance - ACCOUNT CLERK II	\$56.01
010: FINANCE	Finance - ACCOUNT TECHNICIAN	\$70.84
010: FINANCE	Finance - ACCOUNTANT II	\$88.47
010: FINANCE	Finance - ACCOUNTING MANAGER	\$138.15
010: FINANCE	Finance - ACCT CLERK I PT	\$26.42
010: FINANCE	Finance - ASSISTANT FINANCE DIRECTOR	\$155.68
010: FINANCE	Finance - FINANCE DIRECTOR	\$178.74
010: FINANCE	Finance - PROCUREMENT/PROGRAM SPECIALIST	\$120.13
010: FINANCE	Finance - SENIOR ACCOUNT CLERK	\$61.60
010: FINANCE	Finance - SENIOR ACCOUNTANT	\$97.32
010: FINANCE	Finance - SENIOR ACCOUNTING TECHNICIAN	\$77.94
010: FIRE ADMIN	Fire - ADMIN SECRETARY	\$83.95
010: FIRE ADMIN	Fire - COMMUNITY PRESERVATION OFFICER	\$105.45
010: FIRE ADMIN	Fire - DIVISION FIRE CHIEF	\$190.93
010: FIRE ADMIN	Fire - FIRE CAPTAIN	\$162.02
010: FIRE ADMIN	Fire - FIRE CHIEF	\$244.28
010: FIRE ADMIN	Fire - FIRE ENGINEER	\$147.29
010: FIRE ADMIN	Fire - FIRE LIEUTENANT	\$154.65
010: FIRE ADMIN	Fire - FIRE PREVENTION INSPECTOR II	\$119.17
010: FIRE ADMIN	Fire - MANAGEMENT ANALYST II	\$116.86
010: FIRE ADMIN	Fire - PARAMEDIC FIREFIGHTER	\$140.19
010: INFORMATION TECHNO	IT - INFORMATION TECHNOLOGY ASST	\$61.16
010: INFORMATION TECHNO	IT - INFORMATION TECHNOLOGY MANAGER	\$154.85
010: INFORMATION TECHNO	IT - IT ANALYST I	\$87.61
010: INFORMATION TECHNO	IT - SENIOR IT ANALYST	\$110.84



## City of Benicia - User Fee

### Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
010: LIBRARY	Lib - DEPARTMENT AIDE	\$27.32
010: LIBRARY	Lib - GED INSTRUCTOR	\$56.69
010: LIBRARY	Lib - LIBRARIAN I	\$57.25
010: LIBRARY	Lib - LIBRARIAN II	\$83.78
010: LIBRARY	Lib - LIBRARY ASSISTANT I	\$38.07
010: LIBRARY	Lib - LIBRARY DIRECTOR	\$262.22
010: LIBRARY	Lib - LIBRARY MANAGER	\$165.79
010: LIBRARY	Lib - LIBRARY PAGE	\$25.89
010: LIBRARY	Lib - LIBRARY TECHNICIAN II	\$90.37
010: LIBRARY	Lib - LITERACY SPECIALIST GRANT FUND	\$43.74
010: LIBRARY	Lib - SAFETY COORDINATOR (LIBRARY)	\$37.96
010: LIBRARY	Lib - SENIOR LIBRARIAN	\$144.15
010: PARKS&COMMUNITY SV	Parks - ADMIN CLERK II	\$87.65
010: PARKS&COMMUNITY SV	Parks - ASSISTANT POOL COORDINATOR	\$37.85
010: PARKS&COMMUNITY SV	Parks - ASSISTANT RECREATION COORDINAT	\$30.88
010: PARKS&COMMUNITY SV	Parks - CAMP DIRECTOR	\$35.98
010: PARKS&COMMUNITY SV	Parks - CUSTODIAN	\$38.72
010: PARKS&COMMUNITY SV	Parks - FACILITY ATTENDANT II	\$37.33
010: PARKS&COMMUNITY SV	Parks - IRRIGATION SPECIALIST	\$112.71
010: PARKS&COMMUNITY SV	Parks - LIFEGUARD (ENTRY LEVEL)	\$26.78
010: PARKS&COMMUNITY SV	Parks - LIFEGUARD (SENIOR)	\$32.52
010: PARKS&COMMUNITY SV	Parks - MAINTENANCE WORKER III PCS	\$123.44
010: PARKS&COMMUNITY SV	Parks - MANAGEMENT ANALYST II	\$153.54
010: PARKS&COMMUNITY SV	Parks - PARK COMM SVCS DIRECTOR	\$280.76
010: PARKS&COMMUNITY SV	Parks - PARKS COMM SVCS SUPERINTENDENT	\$194.92
010: PARKS&COMMUNITY SV	Parks - PLBM WORKER	\$97.58
010: PARKS&COMMUNITY SV	Parks - RECREATION ASSISTANT	\$102.92
010: PARKS&COMMUNITY SV	Parks - RECREATION LEADER II	\$26.78
010: PARKS&COMMUNITY SV	Parks - RECREATION SPECIALIST II	\$41.01
010: PARKS&COMMUNITY SV	Parks - RECREATION SPECIALIST III	\$49.14
010: PARKS&COMMUNITY SV	Parks - RECREATION SUPERVISOR	\$145.65
010: PARKS&COMMUNITY SV	Parks - SEASONAL SENIOR LEAD PARK WORK	\$38.72
010: PARKS&COMMUNITY SV	Parks - TINY TOT INSTRUCTOR	\$40.06
010: POLICE ADMIN	Police - COMMUNITY SERVICE OFFICER II	\$91.15
010: POLICE ADMIN	Police - EXECUTIVE ASST TO POLICE CHIEF	\$95.22
010: POLICE ADMIN	Police - MANAGEMENT ANALYST II	\$123.30
010: POLICE ADMIN	Police - POLICE AIDE	\$35.92
010: POLICE ADMIN	Police - POLICE CHIEF	\$275.11
010: POLICE ADMIN	Police - POLICE LIEUTENANT	\$223.80
010: POLICE ADMIN	Police - POLICE OFFICER	\$140.44
010: POLICE ADMIN	Police - POLICE RECORDS SUPERVISOR	\$104.08



## City of Benicia - User Fee

### Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
010: POLICE ADMIN	Police - POLICE SERGEANT	\$168.53
010: POLICE ADMIN	Police - PUBLIC SAFETY DISPATCH	\$95.70
010: POLICE ADMIN	Police - PUBLIC SAFETY DISPATCH SUP	\$114.84
010: POLICE ADMIN	Police - PUBLIC SAFETY DISPATCHER	\$44.51
010: POLICE ADMIN	Police - VOLUNTEER COORDINATOR	\$58.43
010: PUBLIC WORKS	PW - ASSISTANT ENGINEER	\$156.23
010: PUBLIC WORKS	PW - ASSOCIATE CIVIL ENGINEER	\$171.87
010: PUBLIC WORKS	PW - ENGINEERING TECHNICIAN I	\$107.92
010: PUBLIC WORKS	PW - ENGINEERING TECHNICIAN II	\$118.71
010: PUBLIC WORKS	PW - FIELD UTILITIES STREETS APPR	\$102.24
010: PUBLIC WORKS	PW - FIELD UTILITIES STREETS JRNY	\$112.35
010: PUBLIC WORKS	PW - MAINTENANCE WORKER III PW	\$127.94
010: PUBLIC WORKS	PW - PROJECT MANAGER	\$199.10
010: PUBLIC WORKS	PW - PUBLIC WORKS INSPECTOR	\$131.73
010: PUBLIC WORKS	PW - SENIOR CIVIL ENGINEER	\$199.10
010: PUBLIC WORKS ADMIN	PW Admin - ADMIN SECRETARY	\$69.00
010: PUBLIC WORKS ADMIN	PW Admin - ENGINEERING INTERN	\$16.75
010: PUBLIC WORKS ADMIN	PW Admin - MANAGEMENT ANALYST II	\$96.05
010: PUBLIC WORKS ADMIN	PW Admin - OFFICE ASSISTANT I	\$16.75
010: PUBLIC WORKS ADMIN	PW Admin - PUBLIC WORKS DIRECTOR	\$225.09
710: WASTEWATER OPERATIONS	Wastewater - ASSISTANT ENGINEER	\$145.93
710: WASTEWATER OPERATIONS	Wastewater - FIELD UTILITIES STREETS APPR	\$95.50
710: WASTEWATER OPERATIONS	Wastewater - FIELD UTILITIES STREETS JRNY	\$104.95
710: WASTEWATER OPERATIONS	Wastewater - FIELD UTILITIES STREETS SUP	\$169.32
710: WASTEWATER OPERATIONS	Wastewater - LABORATORY TECHNICIAN II	\$123.82
710: WASTEWATER OPERATIONS	Wastewater - MAINTENANCE TECHNOLOGIST I	\$126.63
710: WASTEWATER OPERATIONS	Wastewater - MAINTENANCE TECHNOLOGIST II	\$139.16
710: WASTEWATER OPERATIONS	Wastewater - MAINTENANCE WORKER III PW	\$119.51
710: WASTEWATER OPERATIONS	Wastewater - MANAGEMENT ANALYST II	\$121.09
710: WASTEWATER OPERATIONS	Wastewater - PROJECT MANAGER	\$185.97
710: WASTEWATER OPERATIONS	Wastewater - PUBLIC WORKS INSPECTOR	\$123.05
710: WASTEWATER OPERATIONS	Wastewater - SENIOR ADMINISTRATIVE CLERK	\$79.49
710: WASTEWATER OPERATIONS	Wastewater - SENIOR CIVIL ENGINEER	\$185.97
710: WASTEWATER OPERATIONS	Wastewater - WASTEWATER OPERATOR II	\$117.93
710: WASTEWATER OPERATIONS	Wastewater - WASTEWATER OPERATOR III	\$129.72
710: WASTEWATER OPERATIONS	Wastewater - WASTEWATER PLANT SUPERVISOR	\$169.32
710: WASTEWATER OPERATIONS	Wastewater - WASTEWATER PLANT SUPT	\$203.55
710: WASTEWATER OPERATIONS	Wastewater - WATER QUALITY SUPERVISOR	\$169.32
750: WATER OPERATIONS	Water - ASSISTANT ENGINEER	\$178.93
750: WATER OPERATIONS	Water - FIELD UTILITIES STREETS APPR	\$117.10
750: WATER OPERATIONS	Water - FIELD UTILITIES STREETS JRNY	\$128.68



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

Department	Position	Fully Burdened Hourly Rate
750: WATER OPERATIONS	Water - FIELD UTILITIES STREETS SUP	\$207.61
750: WATER OPERATIONS	Water - MAINTENANCE TECHNOLOGIST I	\$155.27
750: WATER OPERATIONS	Water - MAINTENANCE WORKER III PW	\$146.53
750: WATER OPERATIONS	Water - MANAGEMENT ANALYST II	\$148.47
750: WATER OPERATIONS	Water - PROJECT MANAGER	\$228.03
750: WATER OPERATIONS	Water - PUBLIC WORKS INSPECTOR	\$150.87
750: WATER OPERATIONS	Water - SENIOR ADMINISTRATIVE CLERK	\$97.47
750: WATER OPERATIONS	Water - SENIOR CIVIL ENGINEER	\$228.03
750: WATER OPERATIONS	Water - WATER OPERATOR III	\$155.27
750: WATER OPERATIONS	Water - WATER OPERATOR IV	\$170.63
750: WATER OPERATIONS	Water - WATER PLANT SUPERVISOR	\$207.61
750: WATER OPERATIONS	Water - WATER PLANT SUPT	\$249.59
750: WATER OPERATIONS	Water - WATER QUALITY SUPERVISOR	\$207.61
750: WATER OPERATIONS	Water - WATER QUALITY TECHNICIAN II	\$137.20



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## Appendix C – Cost Recovery Analysis

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

All services and fees analyzed as part of this study fall under one or multiple categories one through five of the exemptions defined in Proposition 26. As such a cost analysis was performed to calculate the estimated reasonable full cost of each service, and suggested fees are recommended at or below those amounts. Estimated reasonable full costs were calculated based on City expenditures and time estimates.

To provide a thorough list of all fees and services, the schedules also includes items that were not part of the scope of this study. Examples of such items often are utility rates, taxes, in-lieu fees, and developer impact fees.

#	Fee Description	Current Fee/Charge	Unit	Land Use Application Filing Fee?	Notes
<b>Planning Applications</b>					
1	Land Use Application Filing Fee	New		n/a	
2	Public Notice Fee	New		n/a	
3	General Plan Amendment	17,163.24		Yes	
4	Zone Change (including map)	8,577.98		Yes	
5	Annexation	8,577.98		Yes	
6	Development Agreement	5,361.24		Yes	
7	Ordinance Revision (text amendment)	5,897.36		Yes	
8	Overlay District Plan	8,577.98		Yes	
9	Planned Development Plan	8,041.86		Yes	
<b>Use Permit</b>					
10	Non-Residential Use Classifications up to 7,501 sq. ft. or Residential Use Classifications up to 6 units (Commission/Council Level)	5,361.24		Yes	
11	Non-Residential Use Classifications more than 7,501 sq. ft. or Residential Use Classifications 7 or more units (Commission/Council Level)	14,514.83		Yes	
12	Condominium Conversion or Mobile Home Park Conversion Use Permit	9,246.06		Yes	
13	Other Use Permits (e.g., solar or wind renewable energy, grading)	5,361.24		Yes	
14	Use Permit (staff level)	2,144.50		Yes	
15	Use Permit (temporary)	536.12		Yes	
16	Use Permit Amendment	New		No	
<b>Variance</b>					
17	Variance (Staff-Single Family Residences)	2,144.50		Yes	
18	Variance (Commission)	5,361.24		Yes	
<b>Design Review</b>					
19	Commission Level Single Family Residential Minor Design Review (H District Only)	858.21		Yes	
20	Commission Level Non-Residential/Multifamily Design Review (Existing Structures)	1,286.28		Yes	
21	Commission Level Non-Residential/Multifamily Design Review (New Structure or Major Alteration)	2,680.62		Yes	
22	Staff Level Design Review (All)	1,286.28		Yes	
23	Design Review Exemption or Exception to Criteria	118.00		Yes	
24	Design Review- Window Replacement - Limited to Material Change Only - on Non-Historic Residence in H District	New		Yes	
25	Design Review Amendment	New		No	
26	Design Review - Minor Mod. to Approved Plans (Staff Level)	New		No	
<b>Housing</b>					

Full Cost / Min Cost	Subsidy %	Suggested Fee	Notes	Fee Δ
\$110.31	0%	\$110.00		NA
\$203.89	0%	\$203.00	Flat + invoice direct costs (e.g., printing, postage)	NA
\$7,631.56	0%	\$7,631.00	Reimbursement with minimum fee	-\$9,532.24
\$7,709.09	0%	\$7,709.00	Reimbursement with minimum fee	-\$868.98
\$11,959.77	0%	\$11,959.00	Reimbursement with minimum fee	\$3,381.02
\$12,069.40	0%	\$12,069.00	Reimbursement with minimum fee	\$6,707.76
\$6,613.73	0%	\$6,613.00	Reimbursement with minimum fee	\$715.64
\$12,111.62	0%	\$12,111.00	Reimbursement with minimum fee	\$3,533.02
\$11,448.09	0%	\$11,448.00	Reimbursement with minimum fee	\$3,406.14
\$4,995.99	0%	\$4,995.00		-\$366.24
\$6,507.94	0%	\$6,507.00	Reimbursement with minimum fee	-\$8,007.83
\$7,312.13	0%	\$7,312.00	Reimbursement with minimum fee	-\$1,934.06
\$6,740.91	0%	\$6,740.00	Reimbursement with minimum fee	\$1,378.76
\$3,172.50	0%	\$3,172.00		\$1,027.50
\$1,823.67	0%	\$1,823.00		\$1,286.88
\$3,156.76	0%	\$3,156.00		NA
\$3,558.12	0%	\$3,558.00		\$1,413.50
\$4,485.37	0%	\$4,485.00		-\$876.24
\$2,381.09	25%	\$1,785.00		\$926.79
\$4,150.90	0%	\$4,150.00		\$2,863.72
\$6,542.33	0%	\$6,542.00		\$3,861.38
\$2,723.49	0%	\$2,723.00		\$1,436.72
\$464.79	50%	\$232.40		\$114.40
\$317.20	0%	\$317.00		NA
\$2,914.59	0%	\$2,914.00		NA
\$311.25	0%	\$311.00		NA



#	Fee Description	Current Fee/Charge	Unit	Land Use Application Filing Fee?	Notes
27	Preliminary Housing Application 2+ Units (SB 330)	New		Yes	Includes preapplication meeting
28	Ministerial Housing Application - Parcel Map (SB 9)	New		Yes	
29	Ministerial Housing Application - By Right Development Review	New		Yes	
<b>Subdivision Applications</b>					
30	Tentative Map / Parcel Map - 4 or fewer lots	10,573.00		Yes	
31	Tentative Map - 5 or more lots	13,960.00		Yes	
32	Vesting Tentative Map / Parcel Map - 4 or fewer lots	13,273.23		Yes	
33	Vesting Tentative Map - 5 or more lots	16,248.92		Yes	
34	Lot Line Adjustment or Certificate of Compliance	2,144.50		Yes	
35	Parcel Merger/Unmerge	4,288.99		Yes	
36	Waiver of Parcel Map (includes Certificate of Compliance)	2,288.92		Yes	
37	Reversion to Acreage	10,298.57		Yes	
38	Certificate of Correction- Minor Corrections approved by staff	2,288.92		Yes	
39	Amendment to Approved Map or Agreement needing Council/Commission action	6,865.71		Yes	
40	Extension of Approved Map	686.78		No	
<b>Appeals and Extensions</b>					
41	Appeal/Rehearing/Review	536.12		Yes	
42	Extension of Approval (Staff)	214.03		No	
43	Extension of Approval (Commission)	858.21		Yes	
<b>Signs</b>					
44	Wall or Shingle Sign Permit (Per Site)	161.05		No	
45	Sign permit - Freestanding New or Structural Mod	New		No	
46	Sign Program (Multi-tenant Building)	3,216.74		Yes	
47	Amendment to Sign Program	New		No	
<b>Short Term Rentals</b>					
48	Short Term Rental License -Hosted	268.00		No	
49	Short Term Rental License - Unhosted	1,224.00		No	
50	Short Term Rental License - Renewal	161.00		No	
<b>Donation Bins</b>					
51	Donation Bin Not-for Profit (Zoning Permit)	259.75		Yes	
52	Donation Bin For Profit (Zoning Permit)	519.50		Yes	
<b>Mobile Food Vendors</b>					
53	Mobile Food Vendors Permit - New	596.39		No	
54	Mobile Food Vendors Permit - Renewal	107.02		No	
<b>Mills Act</b>					

Full Cost / Min Cost	Subsidy %	Suggested Fee	Notes	Fee Δ
\$3,551.61	0%	\$3,551.00	Up to 25% of preliminary housing application fee to apply as credit to subsequent planning fee.	NA
\$5,736.90	0%	\$5,736.00		NA
\$6,403.41	0%	\$6,403.00	Reimbursement with minimum fee	NA
\$7,962.51	0%	\$7,962.00		-\$2,611.00
\$10,549.28	0%	\$10,549.00	Reimbursement with minimum fee	-\$3,411.00
\$9,959.07	0%	\$9,959.00		-\$3,314.23
\$14,270.44	0%	\$14,270.00	Reimbursement with minimum fee	-\$1,978.92
\$3,124.75	0%	\$3,124.00		\$979.50
\$3,356.66	0%	\$3,356.00		-\$932.99
\$4,493.64	0%	\$4,493.00	Reimbursement with minimum fee	\$2,204.08
\$4,182.28	0%	\$4,182.00	Reimbursement with minimum fee	-\$6,116.57
\$1,199.06	0%	\$1,199.00		-\$1,089.92
\$4,418.94	0%	\$4,418.00	Reimbursement with minimum fee	-\$2,447.71
\$1,199.06	0%	\$1,199.00		\$512.22
\$3,134.48	49%	\$1,600.00		\$1,063.88
\$845.34	0%	\$845.00		\$630.97
\$1,747.08	0%	\$1,747.00		\$888.79
\$174.33	0%	\$174.00		\$12.96
\$1,575.64	0%	\$1,575.00		NA
\$2,211.04	0%	\$2,211.00		-\$1,005.74
\$1,893.84	0%	\$1,893.00		NA
\$290.55	0%	\$290.00		\$22.00
\$1,339.07	0%	\$1,339.00		\$115.00
\$174.33	0%	\$174.00		\$13.00
\$551.11	0%	\$551.00		\$291.25
\$551.11	0%	\$551.00		\$31.50
\$684.31	0%	\$684.00		\$87.61
\$174.33	0%	\$174.00		\$66.98

#	Fee Description	Current Fee/Charge	Unit	Land Use Application Filing Fee?	Notes
55	New Mills Act Contract	1,608.37		Yes	
56	Mills Act Contract Amendment	New		No	
57	Mills Act Inspection and Annual Report	New	Per Contract	No	
<b>Other Zoning Actions</b>					
58	Zoning Permit	107.02		Yes	Flat fee covers first two hours; hourly charge will be applied for each additional 0.5 hour increment
59	Home Occupation Permit	107.02		No	
60	Trees and Views Complaint	New		Yes	
61	Zoning Compliance Letter	322.09	first two hours	Yes	hourly charge will be applied for each additional 0.5 hour increment
<b>Construction</b>					
62	Construction Permit Review (1 check/1 re-check) - Minor Permits	107.02		No	Flat fee covers first and second permit submittal. Third submittal and beyond is charged hourly.
63	Construction Permit Review (1 check/1 re-check) - Non-Minor (e.g., New Structure, Building Addition, Compliance with MMRP or Conditions of Approval)	New		No	Larger Projects (New Structure or Room Addition or Reviewing for COA consistency). Flat fee covers first and second permit submittal. Third submittal and beyond is charged hourly.
64	Hourly Review of Construction Permits - 3rd and subsequent submittals	New	per hour	No	
65	Field Inspection	118.00	per inspection	No	
<b>Environmental Review</b>					
66	Exemption from CEQA	268.06		No	Applicant to provide check for filing fee payable to County of Solano
67	Initial Study/Negative Declaration	5,361.24		No	Applicant to provide check for filing fee payable to County of Solano
68	Initial Study/Mitigated Negative Declaration	10,722.48		No	Applicant to provide check for filing fee payable to County of Solano
69	Environmental Impact Report	10,722.48		Yes	Applicant to provide check for filing fee payable to County of Solano
<b>Other Fees and Charges</b>					
70	Pre-Application Meeting	1,139.78		No	Excludes Preliminary Housing Application
71	Review of Engineering Applications/Permits	New		No	Hourly fee for Planning Division Review
72	Consultant Services/ Contract Management	Cost of Service plus 15% of project cost for city administrative fees		No	Initial deposit is 100% of contract value
73	ALUC Review	536.12		No	Applicant to provide check for filing fee payable to County of Solano
74	Document Copies and/or Imaging	Refer to Miscellaneous Fees			
75	Document Recording (excludes CEQA)	New		No	Applicant to provide check for recording fee payable to County of Solano

Full Cost / Min Cost	Subsidy %	Suggested Fee	Notes	Fee Δ
\$5,830.56	0%	\$5,830.00		\$4,221.63
\$3,621.12	0%	\$3,621.00		NA
\$362.48	0%	\$362.00		NA
\$721.64	66%	\$245.00		\$137.98
\$184.15	0%	\$184.00		\$76.98
\$1,687.60	0%	\$1,687.00	Reimbursement with minimum fee	NA
\$245.76	0%	\$245.00		-\$77.09
\$116.22	0%	\$116.00		\$8.98
\$581.11	0%	\$581.00		NA
\$116.22	0%	\$116.00	Reimbursement - Min 1 hour plus each additional 0.5 hour increment	NA
\$145.28	0%	\$145.00		\$27.00
\$430.32	0%	\$430.00		\$161.94
\$3,396.76	0%	\$3,396.00	Reimbursement with minimum fee	-\$1,965.24
\$4,789.73	0%	\$4,789.00	Reimbursement with minimum fee	-\$5,933.48
\$8,597.68	0%	\$8,597.00	Reimbursement with minimum fee	-\$2,125.48
\$2,766.25	0%	\$2,766.00	Up to 25% of pre-application fee to apply as credit to subsequent planning fee.	\$1,626.22
\$116.22	0%	\$116.00	Reimbursement - Min 1 hour plus each additional 0.5 hour increment	NA
NA	NA	Cost of Service plus 25% of project cost for city administrative fees		10%
\$277.73	0%	\$277.00	+ applicant payment of filing fee	-\$259.12
NA	NA	Refer to Miscellaneous Fees		\$0.00
\$271.72	0%	\$271.00	+ applicant payment of filing fee	NA

#	Fee Description	Current Fee/Charge	Unit	Land Use Application Filing Fee?	Notes
76	Flood Plain Administrator	New	per hour	No	min. 1 hour
77	Field Visit - By Owner/Applicant Request or for Permit Compliance	New		No	
78	General Plan and Advance Planning Update Fee	New	% of all Planning fees collected		
79	Technology and Documentation Retention Fee	New	% of all Planning fees collected		

**NOTES:**  
 For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. 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.  
 Any third party or regulatory fees or charges will be passed on directly to the applicant in addition to the fees listed in the fee schedule.  
 Online payments will pay transaction fee that is assessed by payment processing platform through permit software.

Full Cost / Min Cost	Subsidy %	Suggested Fee	Notes	Fee Δ
\$172.35	0%	\$172.00		NA
\$145.28	0%	\$145.00		NA
24%	71%	7%	% of all Planning fees collected	NA
21%	0%	21%	% of all Planning fees collected	NA

**Building**

#	Fee Description	Current Fee/Charge	Notes
<b>FEE INDEX:</b>			
	Fee Index	New	Adjustment applied to all fees and fee tables annually on July 1st based on the previous year-end (December) Consumer Price Index for All Urban Consumers (CPI-U) San Francisco-Oakland-Hayward. Fees will be rounded to the nearest dollar.

**VALUATIONS**

	Minimum established valuations		Valuations are based on submitted contracts , if below established valuations, utilize City of Benicia Valuation Table-1
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**ADMINISTRATIVE FEES**

1	Administrative fee minimum	176.63	Applies to fees not specified elsewhere.
2	Alternative Materials & Methods Request (AMMR Review)	New	Min 2 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
3	Application Extension - Plan Review	Per BMC	Covers minimum staff time.
4	Application Fee (Permit)	80.00	
5	Appeal Filing Fee	161.00	
6	Contract Services Invoice Cost Recovery for Plan Review and Processing	New	Admin fee (15% of contract service invoice)
7	Permit Reactivation	New	Application fee + 50% cost of permit (Per BMC)
8	General Plan and Advance Planning Update Fee	New	% of all Building fees collected, energy improvements/alterations projects are exempt
9	Plan Duplication Request (Copyrighted By Design Professional)	70.00	Flat fee plus invoice for certified mail
10	Refund (Application/Permit)	177.00	Eligible for non-expired permits w/o inspections. Non-refundable fees include application fee, processing fees, technology fee, any services performed such as plan review. An administrative fee will be charged.
11	Special Inspection List (Verify Professional)	New	
12	Stop Work Order (Work Without a Permit)	1,000.00	Per BMC flat fee of \$1,000 plus staff time
13	Technician Processing Fee (TPC)	New	Min 0.5 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff
14	Technology and Documentation Retention Fee	New	% of all Building fees collected, energy improvements/alterations projects are exempt
15	Temporary Certificate of Occupancy Issuance	276.37	

**PLAN REVIEW FEES**

16	Plan Review (75% of building inspection fee)	per BMC	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review (Includes initial review and one recheck)
17	Plan Review - Expedited (Building Only)	New	Additional 25% of the Building Plan Review Fee or contract plan review fee
18	Plan Review Hourly Rate	177.00	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
19	Plan Review - CASp (Up to first 3 hrs of review)	482.10	Min 3 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review

Full Cost or Minimum Fee	Subsidy %	Suggested Fee	Fee Δ
\$0.00	N/A		NA

N/A	NA	Per City of Benicia Valuation Table-1	NA
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\$200.86	0%	\$200.00	\$23.37
\$322.14	N/A	\$322.00	NA
\$80.06	N/A	\$80.00	NA
\$80.00	0%	\$80.00	\$0.00
\$458.00	0%	\$457.00	\$296.00
NA	NA	Admin fee (15% of contract service invoice)	NA
NA	NA	Per BMC	NA
24%	71%	7%	NA
\$220.93	0%	\$220.00	\$150.00
\$200.86	N/A	\$200.00	\$23.00
\$182.76	0%	\$182.00	NA
NA	NA	\$1,000.00	\$0.00
\$39.79	2%	\$39.00	NA
21%	0%	21%	NA
\$327.90	0%	\$327.00	\$50.63

\$161.07	NA	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review or above minimum refer to Benicia Plan Review Fee Table-2A	\$0.00
\$161.07	NA	Per Benicia Plan Review Fee Table-2A.	NA
\$161.07	0%	\$161.00	-\$16.00
\$483.21	NA	\$483.00	\$0.90

#	Fee Description	Current Fee/Charge	Notes
20	Plan Review - CASp Hourly Rate	161.05	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
21	Plan Review - Changes, additions, or revisions <u>not</u> affecting valuation	176.63	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
22	Plan Review - Changes, Additions, or Revisions <u>increasing</u> valuation	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
23	Plan Review - Earthquake Fault (Alquist Priolo)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
24	Plan Review - Flood Plain (Commercial)	322.14	Min 2 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
25	Plan Review - Flood Plain (Residential)	161.07	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
26	Plan Review - MEP's (Commercial)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
27	Plan Review - MEP's (Residential)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
28	Plan Review - Master Plans (Subdivisions, Apartments, etc.)	Per BMC	50% of the Building Plan Review Fee
29	Plan Review - Unreinforced Masonry Buildings	New	Min 2 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review

**INSPECTION FEES**

30	Inspection	per BMC	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
31	Inspection (Hourly Rate)	New	
32	Inspection fees required by plan changes, additions, or revisions <u>increasing</u> valuation	New	Per Benicia Inspection Fee Table-2 (Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection)
33	Inspections - outside of normal business hours (minimum 4 hours @ 1.5 time)	176.63	Min 4 hour (Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
34	Life Safety Code Compliance - Inspection	101.82	
35	Re-inspection Fee and/or Phasing Inspection Fee	176.63	

**COMMERCIAL FEES:**

**CASp Fees (Commercial & Multi-Family):**

36	CASp Inspection	161.05	
<b>DEMOLITION FEES:</b>			
37	Demolish (Interior Non-Structural)	415.00	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
38	Demolish Structure ea.	630.00	Min 2 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
<b>Electrical Fees:</b>			
39	Electrical Scope of Work	2% of valuation	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
<b>Mechanical Fees:</b>			
40	Mechanical Scope of Work	2% of valuation	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
<b>Plumbing Fees:</b>			

Full Cost or Minimum Fee	Subsidy %	Suggested Fee	Fee Δ
\$161.07	NA	\$161.00	-\$0.04
\$161.07	NA	\$161.00	-\$15.63
\$161.07	NA	Per Benicia Plan Review Fee Table-2A	NA
\$161.07	NA	\$161.00	NA
\$344.69	NA	\$344.00	\$21.86
\$172.35	NA	\$172.00	\$10.93
\$161.07	NA	Per Benicia Inspection Fee Table-4A	NA
\$101.63	NA	Per Benicia Inspection Fee Table-3A	NA
Variable	N/A	Per BMC	\$0.00
\$322.14	NA	\$322.00	NA

\$127.04	NA	Per Benicia Inspection Fee Table-2	\$0.00
\$127.04	0%	\$127.00	NA
\$127.04	NA	Per Benicia Inspection Fee Table-2	NA
\$647.91	0%	\$647.00	\$470.37
\$127.04	0%	\$127.00	\$25.18
\$146.94	1%	\$146.00	-\$30.63

\$161.07	0%	\$161.00	-\$0.04
\$166.83	0%	\$166.00	-\$249.00
\$293.87	0%	\$293.00	-\$337.00
\$279.49	NA	Per Commercial MEP Valuation Fee Table-4A	NA
\$279.49	N/A	Per Commercial MEP Valuation Fee Table-4A	N/A

#	Fee Description	Current Fee/Charge	Notes
41	Plumbing Scope of Work	2% of valuation	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
<b>Energy Improvements Fees:</b>			
42	Electric Vehicle (EV) Charging System including transformer equipment plus 1 Charging Station	New	Min 2 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
43	Electric Vehicle (EV) each additional Charging Station	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
44	PV Solar Includes Energy Storage System	Per Commercial Solar Table-5 (Mandated by State)	Plan Review is an additional charge Per AB1414 (Based on number of kilowatts)
45	Thermal (Water) Systems	Per Commercial Solar Table-5A (Mandated by State)	Plan Review is an additional charge Per AB1414 (Based on number of kilowatts)
<b>WELO Fees:</b>			
46	MWELo Plan Review - Commercial	1,126.28	Min 2 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
47	MWELo Inspection - Commercial (500 - 2500 sf landscaping)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
48	MWELo Inspection - Commercial (2501 sf or greater landscaping)	New	Min 1.5 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection

**RESIDENTIAL FEES**

#	Fee Description	Current Fee/Charge	Notes
<b>DEMOLITION FEES:</b>			
49	Demolish Pool/Spa ea.	New	
50	Demolish Structure ea.	330.00	
<b>Electrical Fees:</b>			
<b>Electrical - Flat Fees:</b>			
52	Electric Meter/Sub-Panel Replacement ea.	176.63	
53	Generator Installation (Including gas) ea.	New	
<b>Electrical - Valuation Based Fees:</b>			
54	Electrical Work (Not in Flat Fees)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
<b>General Construction Type Fees:</b>			
55	Foundation: CA Earthquake Retrofit Brace/Bolt Program	New	Does not include foundation repairs/alterations.
56	Re-Roof	180.27 / 70.00	
57	Window Replacement(s) (Remove & Replace No Framing Changes)	384 / 231	Flat fee is charged per permit.
<b>Mechanical Fees:</b>			
<b>Mechanical - Flat Fees:</b>			
58	Air Conditioning Replacement ea.	176.63	
59	Air Conditioning (1) & Furnace (1) Combination Replacement	New	
60	Furnace, Heat Pump, Wall Heater Replacement ea.	92.47	
61	Mini-Split each system	New	
<b>Mechanical - Valuation Based Fees:</b>			
62	Mechanical Work (Not in Flat Fees)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
<b>Plumbing Fees:</b>			

Full Cost or Minimum Fee	Subsidy %	Suggested Fee	Fee Δ
\$279.49	NA	Per Commercial MEP Valuation Fee Table-4A	NA
\$268.46	63%	\$100.00	NA
\$50.82	2%	\$50.00	NA
NA	NA	Per Commercial Solar Table-5 (Mandated by State)	\$0.00
NA	NA	Per Commercial Solar Table-5A (Mandated by State)	\$0.00
\$322.14	0%	\$322.00	-\$804.28
\$161.07	0%	\$161.00	NA
\$241.61	0%	\$241.00	NA

\$293.87	63%	\$110.00	NA
\$293.87	0%	\$293.00	-\$37.00
\$127.04	0%	\$127.00	-\$49.63
\$293.87	27%	\$215.00	NA
\$127.04	NA	Per Residential MEP Valuation Table-3	NA
\$177.86	0%	\$177.00	NA
\$228.67	NA	1st 10 squares @ \$180.27, ea. Additional 10 sq. @ \$70	\$0.00
\$254.08	0%	\$254.00	\$23.00
\$127.04	27%	\$93.00	-\$83.63
\$127.04	0%	\$127.00	NA
\$127.04	27%	\$93.00	\$0.53
\$127.04	27%	\$93.00	NA
\$100.11	NA	Per Residential MEP Valuation Table-3	NA

#	Fee Description	Current Fee/Charge	Notes
<b>Plumbing - Flat Fees:</b>			
63	Gas Meter (Release Only)	176.63	
64	Gas Shut Off Device	New	
65	Sewer Line Replacement	69.61	
66	Water Heater (Tank or Tankless) Replacement in Same Location ea.	68.57	
<b>Plumbing - Valuation Based Fees:</b>			
67	Plumbing Work (Not in Flat Fees)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
<b>Energy Improvements Fees:</b>			
68	Electric Vehicle (EV) Charging System(s) or Outlet(s)	New	Flat fee is charged per permit.
69	PV Solar includes Backup Batteries & EV Charger	Per State Mandate	Plan Review is an additional charge Per AB1414 (Based on number of kilowatts)
70	Thermal (Water) Systems	Per State Mandate	Plan Review is an additional charge Per AB1414 (Based on number of kilowatts)
<b>WELO Fees:</b>			
71	MWELO Plan Review - Residential	804.186	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract plan review
72	MWELO Inspection - Residential (500 - 2500 sf landscaping)	New	Min 1 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection
73	MWELO Inspection - Residential (2501 sf or greater landscaping)	New	Min 1.5 hour (plus ea. additional 0.5 hour increment) full cost recovery for staff or contract inspection

Full Cost or Minimum Fee	Subsidy %	Suggested Fee	Fee Δ
\$127.04	0%	\$127.00	-\$49.63
\$127.04	45%	\$70.00	NA
\$127.04	45%	\$70.00	\$0.39
\$127.04	45%	\$70.00	\$1.43
\$127.04	NA	Per Residential MEP Valuation Table-3	NA
\$127.04	63%	\$47.00	NA
\$177.86	NA	Per Residential Solar Table-6 (Mandated by State)	NA
\$177.86	NA	Per Residential Solar Table-6A (Mandated by State)	NA
\$161.07	0%	\$161.00	-\$643.19
\$161.07	0%	\$161.00	NA
\$241.61	0%	\$241.00	NA

For Services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass through to the applicant any discrete costs incurred from the use of external services providers if required to process the specific application.

Application and Technician Processing Fee (TCP) fees are non-refundable.



**Community Development Department**

**City of Benicia Valuation Table-1**

**Square Foot Construction Costs\***

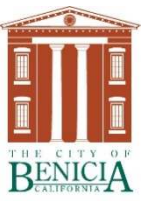
Group (2021 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	341.86	330.34	322.57	310.34	291.96	282.93	300.86	270.73	262.11
A-1 Assembly, theaters, without stage	312.84	301.33	293.56	281.32	262.95	253.92	271.85	241.72	233.10
A-2 Assembly, nightclubs	275.09	266.93	259.34	250.54	234.96	228.26	241.54	213.57	206.65
A-2 Assembly, restaurants, bars, banquet halls	274.09	265.93	257.34	249.54	232.96	227.26	240.54	211.57	205.65
A-3 Assembly, churches	317.43	305.92	298.14	285.91	267.99	258.96	276.44	246.76	238.14
A-3 Assembly, gen., comm. halls, libraries, museums	270.80	259.29	250.52	239.28	220.19	212.16	229.81	198.96	191.35
A-4 Assembly, arenas	311.84	300.33	291.56	280.32	260.95	252.92	270.85	239.72	232.10
B Business	265.63	255.90	246.45	236.05	215.01	206.57	226.78	189.75	181.18
E Educational	282.69	273.02	265.84	254.38	237.44	225.45	245.61	207.53	201.06
F-1 Factory and industrial, moderate hazard	161.70	154.21	144.70	139.94	124.72	118.51	133.72	103.40	96.83
F-2 Factory and industrial, low hazard	160.70	153.21	144.70	138.94	124.72	117.51	132.72	103.40	95.83
H-1 High Hazard, explosives	150.85	143.36	134.84	129.08	115.17	107.96	122.87	93.86	0.00
H234 High Hazard	150.85	143.36	134.84	129.08	115.17	107.96	122.87	93.86	86.28
H-5 HPM	265.63	255.90	246.45	236.05	215.01	206.57	226.78	189.75	181.18
I-1 Institutional, supervised environment	269.11	259.88	252.15	241.97	222.52	216.37	242.28	199.48	193.49
I-2 Institutional, hospitals	442.38	432.64	423.19	412.79	390.61	0.00	403.53	365.36	0.00
I-2 Institutional, nursing homes	307.72	297.98	288.54	278.13	258.63	0.00	268.87	233.38	0.00
I-3 Institutional, restrained	301.48	291.74	282.29	271.89	252.65	243.22	262.63	227.40	216.82
I-4 Institutional, day care facilities	269.11	259.88	252.15	241.97	222.52	216.37	242.28	199.48	193.49
M Mercantile	205.22	197.06	188.47	180.67	164.83	159.13	171.67	143.44	137.53
R-1 Residential, hotels	271.95	262.72	254.98	244.80	225.03	218.88	245.11	201.99	196.00
R-2 Residential, multiple family	227.64	218.41	210.68	200.50	182.02	175.88	200.81	158.99	153.00
R-3 Residential, one- and two-family dwellings	212.00	206.26	200.94	195.99	190.28	183.39	192.66	176.52	166.08
R-4 Residential, care/assisted living facilities	269.11	259.88	252.15	241.97	222.52	216.37	242.28	199.48	193.49
S-1 Storage, moderate hazard	149.85	142.36	132.84	128.08	113.17	106.96	121.87	91.86	85.28
S-2 Storage, low hazard	148.85	141.36	132.84	127.08	113.17	105.96	120.87	91.86	84.28
U Utility, miscellaneous	115.48	108.95	102.64	98.13	88.49	81.89	93.86	69.76	66.48

**\*50% of the calculated value is used for alterations or repairs.**

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$23.20 per sq. ft.

**Valuation per Benicia City Code 109.3.**



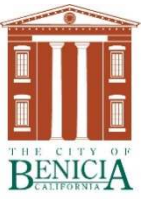


**Community Development Department**

<b>Building Inspection Fee Table-2</b>					
<b>Total Project Valuation:</b>			<b>Base Fee:</b>	<b>Incremental Increase:</b>	<b>Inspection Fee:</b>
\$0.01	- \$500.00	=	\$127.00	n/a	\$127.00
\$500.01	- \$2,000.00	=	\$127.00	\$3.85	The first \$500 plus \$3.85 for each additional \$100, or fraction thereof
\$2,000.01	- \$25,000.00	=	\$147.98	\$17.54	The first \$2,000 plus \$17.54 for each additional \$1,000, or fraction thereof
\$25,000.01	- \$50,000.00	=	\$553.35	\$12.62	The first \$25,000 plus \$12.62 for each additional \$1,000, or fraction thereof
\$50,000.01	- \$100,000.00	=	\$873.15	\$8.77	The first \$50,000 plus \$8.77 for each additional \$1,000, or fraction thereof
\$100,000.01	- \$500,000.00	=	\$1,314.99	\$7.01	The first \$100,000 plus \$7.01 for each additional \$1,000, or fraction thereof
\$500,000.01	- \$1,000,000.00	=	\$4,064.18	\$5.96	The first \$500,000 plus \$5.96 for each additional \$1,000, or fraction thereof
\$1,000,000.01	- and Up	=	\$7,009.75	\$3.85	The first \$1,000,000 plus \$3.85 for each additional \$1,000, or fraction thereof

Table is for building inspection fees with Total Project Valuation including the full cost of labor & materials either provided by contract cost or by using the Benicia Valuation Table-1. Inspection fee tiers scale off of the minimum hourly inspector cost for one (1) site visit.

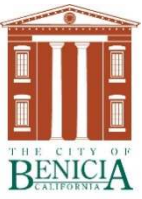
<b>Building Plan Review Fee Table-2A</b>	
75% of the Building Inspection Fee:	Min 1 hour full cost recovery for staff or contract plan check



**Community Development Department**

<u>Residential:</u>				
<b>Mechanical-Electrical-Plumbing Inspection Fee Table-3</b>				
<u>Valuation:</u>				<u>Fee:</u>
\$0.01	-	\$2,540.00	=	\$127.00 Minimum fee
\$2,540.01	-	\$5,000.00	=	5.0% MEP Valuation x Percentage
\$5,000.01	-	\$10,000.00	=	4.0% MEP Valuation x Percentage
\$10,000.01	-	\$15,000.00	=	3.0% MEP Valuation x Percentage
\$15,000.01	-	\$20,000.00	=	2.5% MEP Valuation x Percentage
\$20,000.01	-	and Up	=	2.0% MEP Valuation x Percentage

<u>Residential:</u>	
<b>Mechanical-Electrical-Plumbing Plan Review Fee Table-3A</b>	
75% of the MEP Inspection Fee:	Min 1 hour full cost recovery for staff or contract plan check
<p><i>For projects where the scope of work <b>only</b> includes Mechanical, Electrical, and/or Plumbing work, use the valuation based MEP Table instead.</i></p>	



**Community Development Department**

**Commercial:**

**Mechanical-Electrical-Plumbing Inspection Fee Table-4**

<u>Valuation:</u>		<u>Fee:</u>		
\$0.01	- \$6,350.00	=	\$127.00	Minimum fee
\$6,350.01	- \$1,000,000.00	=	2.0%	MEP Valuation x Percentage
\$1,000,000.01	- and Up	=	1.0%	MEP Valuation x Percentage

**Commercial:**

**Mechanical-Electrical-Plumbing Plan Review Fee Table-4A**

75% of the MEP Inspection Fee: Min 1 hour full cost recovery for staff or contract plan check

*For projects where the scope of work **only** includes Mechanical, Electrical, and/or Plumbing work, use the valuation based MEP Table instead.*



**Community Development Department**

**Commercial - Solar System Table-5  
Roof or Ground Mounted**

<u>System Size (Total kW):</u>	<u>Base Fee:</u>	<u>Incremental Increase</u>	<u>Permit Fee</u>
0.00 - 50.00	\$1,000.00	n/a	\$1,000.00
50.01 - 250.00	\$1,000.00	\$7.00	The first 50 kW at \$1,000, plus \$7 for each additional 1 kW, or fraction thereof.
250.01 - and Up	\$1,400.00	\$5.00	The first 250 kW @ \$1,400 plus \$5 for each additional 1 kW, or fraction thereof.

**Commercial - Thermal System Table-5A  
Roof or Ground Mounted**

<u>System Size (Total kW):</u>	<u>Base Fee:</u>	<u>Incremental Increase</u>	<u>Permit Fee</u>
0.00 - 30.00	\$1,000.00	n/a	\$1,000.00
30.01 - 260.00	\$1,000.00	\$7.00	The first 30 kW at \$1,000 plus \$7 for each additional 1 kW, or fraction thereof.
260.01 - and Up	\$2,610.00	\$5.00	The first 260 kW @ \$2,610 plus \$5 for each additional 1 kW, or fraction thereof.



**Community Development Department**

**Residential - Solar System Table-6  
Roof or Ground Mounted**

<u>System Size (Total kW):</u>	<u>Base Fee:</u>	<u>Incremental Increase</u>	<u>Permit Fee</u>
0.00 - 15.00	\$450.00	n/a	\$450.00
15.01 - and Up	\$1,000.00	\$15.00	The first 15 kW at \$450, plus \$15 for each additional 1 kW, or fraction thereof.

**Residential - Thermal System Table-6A  
Roof or Ground Mounted**

<u>System Size (Total kW):</u>	<u>Base Fee:</u>	<u>Incremental Increase</u>	<u>Permit Fee</u>
0.00 - 10.00	\$450.00	n/a	\$450.00
10.01 - and Up	\$1,000.00	\$15.00	The first 10 kW at \$450, plus \$15 for each additional 1 kW, or fraction thereof.

**Library**

#	Fee Description	Current Fee/Charge	Unit	Notes
1	<b>Lost or Damaged Material Charge</b>			
2	Cost of replacement as indicated in the materials record	Actual Cost		
3	Library Card Replacement	0.00		
4	<b>Internet/Public Access Printer</b>			
5	Black & White - per page	0.15		
6	Color - per page	0.50		
7	<b>Public Copier</b>			
8	Black & White: 8.5" x 11" - per page	0.15		
9	B&W: 8.5" x 14" - per page	0.15		
10	B&W: 11" x 17" - per page	0.30		
11	Color: 8.5" x 11" , 8.5" x 14" - per page	0.50		
12	Color: 11" x 17" - per page	1.00		
13	<b>Room Rental Per Hour</b>			
14	Edna Clyne	22.00	per hour	
15	Dona Benicia	32.00	per hour	
16	1/2 Dona Benicia	22.00	per hour	
17	Piano Use in Meeting Room	10.00	per hour	
18	<b>Proctoring Fee</b>			
19	First three hours	27.00		
20	Additional per hour charge	5.00		
21	<b>Monitored Proctoring Fee</b>			
22	First three hours	50.00		
23	Additional per hour charge	10.00		
24	<b>Items for Purchase</b>			
25	MP3 Cords	1.50		
26	Earbuds	1.00		
27	Earbuds with Microphone	New		
28	<b>Miscellaneous Other Fees</b>			
29	Refundable Rental Deposit	54.00		May be waived at Director's discretion.
30	Flash Drive - per item	5.00		
31	Blank Paper - per page	0.05		
32	Blank Business Envelope - per envelope	0.25		
33	Fax - per page	\$1 - \$25 max.		
34	Equivalent Fees and Charges			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost	\$0.00
NA	NA	\$0.00	\$0.00
NA	NA	\$0.15	\$0.00
NA	NA	\$0.35	-\$0.15
NA	NA	\$0.15	\$0.00
NA	NA	\$0.15	\$0.00
NA	NA	\$0.30	\$0.00
NA	NA	\$0.35	-\$0.15
NA	NA	\$0.60	-\$0.40
NA	NA	\$25.00	\$3.00
NA	NA	\$40.00	\$8.00
NA	NA	\$25.00	\$3.00
NA	NA	\$10.00	\$0.00
\$171.76	83%	\$30.00	\$3.00
\$57.25	91%	\$5.00	\$0.00
\$171.76	71%	\$50.00	\$0.00
\$57.25	83%	\$10.00	\$0.00
\$1.50	0%	\$1.50	\$0.00
\$1.00	0%	\$1.00	\$0.00
\$5.00	0%	\$5.00	NA
NA	NA	\$75.00	\$21.00
\$5.00	0%	\$5.00	\$0.00
\$0.05	0%	\$0.05	\$0.00
\$0.25	0%	\$0.25	\$0.00
NA	NA	\$1 - \$25 max.	\$0.00

**Library**

#	Fee Description	Current Fee/Charge	Unit	Notes
35	Determined by Department Director	Varies		The City Manager or City Manager's designee shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
36	Related Fee Reduction			
37	Determined by Department Director	Varies		The City Manager or City Manager's designee shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. 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.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Varies	\$0.00
NA	NA	Varies	\$0.00

Finance

#	Fee Description	Current Fee/Charge	Unit	Notes
1	<b>Business License</b>			
2	Third Party Processing Business License Fee - Pass Through	14.00		\$4 State Fee passed through + [4] Third party processor cost for new/renewal business licenses; city pass through costs.
3	<b>Checks and Payments</b>			
4	Return Check Fee - Trust			
5	1st Returned Check	25.00		[3] Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
6	2nd and Subsequent Returned Checks	35.00		[3] Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
7	<b>Miscellaneous</b>			
8	Equivalent Fees and Charges - Per Hour	154.00		[1] The Director shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
9	Related Fee Reduction - Per Hour	154.00		[1] The Director shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. 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.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$18.00	0%	\$18.00	\$4.00
NA	NA	\$25.00	\$0.00
NA	NA	\$35.00	\$0.00
\$105.00	0%	\$105.00	-\$49.00
\$105.00	0%	\$105.00	-\$49.00



**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
1	<b>Construction - Field Inspections - Plan Review</b>			
2	<i>Preliminary Plan Review - Consultations - Meetings</i>			
3	In office design review/preliminary plan consultation meetings	174.55		
4	Out of office design and/or consultation meetings	157.93		
5	<i>Subdivisions</i>			
6	Major Subdivision Plan Review (21 or More Lots/Parcels)	594.31		
7	Major Subdivision Plan Review (5 to 20 Lots/Parcels)	594.31		
8	Minor Subdivision Plan Review (1 to 4 Lots/Parcels)	277.41		
9	Single Family Home Review – access & water supply	277.41		
10	<i>Water Supply – Fire Service Mains – Fire Hydrants</i>			
11	Private Fire Service Mains -Plan review time only	356.38		
12	Private Fire Service System - Flush	198.45		
13	Private Fire Service System - Hydrostatic Test	198.45		
14	Rural Water Supply	356.38		
15	<i>Building Construction – New Buildings and Tenant Improvements</i>			
16	New Construction or Building Additions Plan Review, under 1,000 s.f.	New		
17	New Construction or Building Additions Plan Review, 1,000 to 2,000 s.f.	706.52		
18	>2,000 s.f., per s.f. charge	0.21		
19	Tenant Improvement Plan Review, first 1,000 s.f.	New		
20	Tenant Improvement Plan Review, 1,001 to 2,000 s.f.	547.55		
21	>2,000 s.f., per s.f. charge	0.21		
22	<i>Fire Protection Systems</i>			
23	Tenant Improvement Fire Sprinklers (without calculations) - Up to 10 Heads	547.55		
24	Plus each additional 10 heads charge in excess of 10 heads	13.51		
25	Tenant Improvement Fire Sprinklers (with calculations) Up to 10 Heads	627.56		
26	Plus each additional 10 heads charge in excess of 10 heads	13.51		
27	New Commercial/Multi-Family Fire Sprinkler System (13 & 13R systems) - Up to 10 Heads	864.45		
28	Plus each additional 10 heads charge in excess of 10 heads	13.51		
29	Residential Fire Sprinkler System (single family home)	547.55		
30	Standpipe System	706.52		
31	Spray or Dipping Booth (includes booth and fire extinguishing system)	706.52		
32	Pre-Action Fire Suppression System	706.52		
33	Fixed Fire Suppression System – (wet/dry chem., water mist, etc.)	547.55		
34	Clean Agent Fire Suppression System	864.45		
35	Fire Pump Installation and Related Equipment	1,340.31		
36	Commercial Cooking (Hood and Duct) Fire Suppression System	547.55		
37	Smoke & Heat Vents	547.55		
38	Smoke Management/Control System	1,340.31		
39	Explosion Control (includes: vents, dust collection, etc.)	864.45		
40	Fire Alarm Systems			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$238.33	0%	\$238.33	\$63.78
\$238.33	0%	\$238.33	\$80.40
\$9,165.90	0%	\$9,165.90	\$8,571.59
\$7,348.12	0%	\$7,348.12	\$6,753.81
\$5,530.33	0%	\$5,530.33	\$5,252.92
\$373.12	0%	\$373.12	\$95.71
\$357.50	0%	\$357.50	\$1.12
\$238.33	0%	\$238.33	\$39.88
\$238.33	0%	\$238.33	\$39.88
\$476.66	0%	\$476.66	\$120.29
\$476.66	0%	\$476.66	NA
\$953.33	0%	\$953.33	\$246.81
\$0.60	0%	\$0.60	\$0.39
\$417.08	0%	\$417.08	NA
\$595.83	0%	\$595.83	\$48.28
\$0.60	0%	\$0.60	\$0.39
\$714.99	0%	\$714.99	\$167.44
\$119.17	0%	\$119.17	\$105.66
\$953.33	0%	\$953.33	\$325.77
\$119.17	0%	\$119.17	\$105.66
\$953.33	0%	\$953.33	\$88.88
\$119.17	0%	\$119.17	\$105.66
\$714.99	0%	\$714.99	\$167.44
\$953.33	0%	\$953.33	\$246.81
\$476.66	0%	\$476.66	-\$229.86
\$953.33	0%	\$953.33	\$246.81
\$476.66	0%	\$476.66	-\$70.89
\$714.99	0%	\$714.99	-\$149.45
\$3,337.94	0%	\$3,337.94	\$1,997.63
\$476.66	0%	\$476.66	-\$70.89
\$714.99	0%	\$714.99	\$167.44
\$2,383.31	0%	\$2,383.31	\$1,043.00
\$1,191.66	0%	\$1,191.66	\$327.21

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
41	Fire Alarm System - Up to 10 Devices	706.52		
42	Plus charge per initiating and notification device in excess of 10 devices	51.95		
43	Dedicated Function Fire Alarm System (i.e. sprinkler monitoring, elevator recall, etc.)	547.55		
44	Alarm Panel Communication Upgrade	New		
45	Fire Alarm Panel Replacement Only	547.55		
46	Flammable and Combustible Liquids (Storage - Piping - Dispensing)			
47	Install Underground Tanks	547.55		
48	Remove Underground Tank	706.52		
49	Install Aboveground Tank	547.55		
50	Each additional tank	157.93		
51	Abandon Underground Tank in Place	706.52		
52	Environmental Upgrade (vapor recovery and processing systems, spill control, secondary containment and environmental agency requirements)	547.55		
53	Apply Interior Coating to Flammable Liquid Tanks	706.52		
54	Compressed Gas Systems: LPG – CNG - Medical – Cryogenics			
55	Container Exchange Programs; LPG Tank Installation Without Dispensing	356.38		
56	LPG – CNG – Hydrogen (Tank Install and/or Dispensing)	785.48		
57	Medical or Compressed Gas Systems	785.48		
58	Cryogenics Fixed Installation	785.48		
59	Compressed Gas Storage	547.55		
60	Special Hazards - Hazardous Materials			
61	Energy Storage Systems	547.55		
62	Fuel Cell Power Systems	New		
63	CO2 Enrichment System	750.00		
64	Dust Collection Systems	627.56		
65	Explosives Storage	864.45		
66	Hazardous Materials Compliance Review	618.21		
67	Hazardous Materials – Storage – Dispensing – Open/Closed Systems	1,094.07		
68	Each additional tank	350.14		
69	Plant Extraction System	1,000.00		
70	Mechanical Refrigeration Systems	107.02		
71	Solar Photovoltaic Power Systems	New		
72	Gas Detection Systems	New		
73	Motor Vehicle Repair Rooms and Booths	New		
74	Industrial Ovens	New		
75	High-Pile Rack Storage Systems			
76	High-Piled Combustible Storage (Rack, Solid Pile, Palletized)	107.02		
77	Temporary Access Roads & Water Supply			
78	Install a Temporary Access Road – Residential and Commercial			
79	One and two family homes	256.00		
80	Large development and commercial projects	461.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1,191.66	0%	\$1,191.66	\$485.14
\$11.92	0%	\$11.92	-\$40.03
\$357.50	0%	\$357.50	-\$190.06
\$357.50	0%	\$357.50	NA
\$357.50	0%	\$357.50	-\$190.06
\$595.83	0%	\$595.83	\$48.28
\$476.66	0%	\$476.66	-\$229.86
\$476.66	0%	\$476.66	-\$70.89
\$119.17	0%	\$119.17	-\$38.76
\$238.33	0%	\$238.33	-\$468.19
\$476.66	0%	\$476.66	-\$70.89
\$476.66	0%	\$476.66	-\$229.86
\$238.33	0%	\$238.33	-\$118.05
\$595.83	0%	\$595.83	-\$189.66
\$595.83	0%	\$595.83	-\$189.66
\$953.33	0%	\$953.33	\$167.84
\$476.66	0%	\$476.66	-\$70.89
\$1,179.84	0%	\$1,179.84	\$632.29
\$1,179.84	0%	\$1,179.84	NA
\$953.33	0%	\$953.33	\$203.33
\$1,429.99	0%	\$1,429.99	\$802.43
\$1,060.68	0%	\$1,060.68	\$196.23
\$714.99	0%	\$714.99	\$96.79
\$714.99	0%	\$714.99	-\$379.07
\$119.17	0%	\$119.17	-\$230.98
\$1,239.71	0%	\$1,239.71	\$239.71
\$714.99	0%	\$714.99	\$607.98
\$1,170.93	61%	\$461.00	NA
\$714.99	0%	\$714.99	NA
\$595.83	0%	\$595.83	NA
\$595.83	0%	\$595.83	NA
\$595.83	0%	\$595.83	\$488.81
\$476.66	0%	\$476.66	\$220.66
\$953.33	0%	\$953.33	\$492.33

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
81	Install a Temporary Water Supply System	461.00		
82	Miscellaneous Submittals - Alternative Means and Methods			
83	Miscellaneous Submittals or Plans Review	461.00		
84	Alternative Means and Methods Requests or Code Interpretation Review	356.38		
85	Expedite Plan Review Requests Reviews Expedited as a Result of Working without Approved Plans	547.55		
86	Demolition Permit Pursuant to Chapter 33, CFC	503.92		
87	Emergency Responder Communication Coverage Systems	New		
88	Speical Event Structures	New		
89	Gates and Barricades Across Fire Apparatus Access Roads	New		
90	<b>FIRE CODE OPERATIONAL PERMITS</b>			
91	Additive Manufacturing			
92	Primary/First Permit	New		
93	Additional Permits	New		
94	Aerosol Products, Aerosol Cooking Spray Products and Plastic Aerosol 3 Products			
95	Primary/First Permit	191.18		
96	Additional Permits	35.33		
97	Amusement Buildings			
98	Primary/First Permit	191.18		
99	Additional Permits	35.33		
100	Aviation Facilities			
101	Primary/First Permit	New		
102	Additional Permits	New		
103	Candles, Open Flame - A Occupancy			
104	Primary/First Permit	191.18		
105	Additional Permits	35.33		
106	CO2 Systems, Beverage Dispensing			
107	Primary/First Permit	190.00		
108	Additional Permits	35.00		
109	CO2 Enrichment System			
110	Primary/First Permit	425.00		
111	Additional Permits	35.00		
112	Carnivals - Fairs			
113	Primary/First Permit	331.44		
114	Additional Permits	35.33		
115	Cellulose Nitrate Film - Storage			
116	Primary/First Permit	260.79		
117	Additional Permits	35.33		
118	Combustible Dust-Producing Operations			
119	Primary/First Permit	New		
120	Additional Permits	New		
121	Combustible Fibers			
122	Primary/First Permit	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$953.33	0%	\$953.33	\$492.33
\$572.13	0%	\$572.13	\$111.13
\$655.63	0%	\$655.63	\$299.26
\$357.50	0%	\$357.50	-\$190.06
\$476.66	0%	\$476.66	-\$27.25
\$667.59	0%	\$667.59	NA
\$667.59	0%	\$667.59	NA
\$295.61	0%	\$295.61	NA
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$160.60	0%	\$160.60	-\$30.58
\$101.01	0%	\$101.01	\$65.69
\$518.09	0%	\$518.09	\$326.92
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$89.76
\$101.01	0%	\$101.01	\$66.01
\$279.76	0%	\$279.76	-\$145.24
\$101.01	0%	\$101.01	\$66.01
\$279.76	0%	\$279.76	-\$51.68
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$18.97
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	NA

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
123	Additional Permits	New		
124	Combustible Liquid Storage			
125	Primary/First Permit	191.18		
126	Additional Permits	35.33		
127	Compressed Gases			
128	Primary/First Permit	191.18		
129	Additional Permits	35.33		
130	Cryogenes			
131	Primary/First Permit	191.18		
132	Additional Permits	35.33		
133	Cutting and Welding			
134	Primary/First Permit	191.18		
135	Additional Permits	35.33		
136	Dry Cleaning Plants			
137	Primary/First Permit	191.18		
138	Additional Permits	35.33		
139	Energy Storage Systems			
140	Primary/First Permit	New		
141	Additional Permits	New		
142	Exhibits and Trade Shows			
143	Primary/First Permit	260.79		
144	Additional Permits	35.33		
145	Explosive-Blasting Agents			
146	Primary/First Permit	366.77		
147	Additional Permits	35.33		
148	Fireworks/Pyrotechnical - Special Effects/Fireworks - Special Use Permit			
149	Primary/First Permit	402.09		
150	Flammable Liquids			
151	Primary/First Permit	New		
152	Additional Permits	New		
153	Floor Finishing			
154	Primary/First Permit	New		
155	Additional Permits	New		
156	Fruit and Crop Ripening			
157	Primary/First Permit	New		
158	Additional Permits	New		
159	Hazardous Materials			
160	Primary/First Permit	260.79		
161	Additional Permits	35.33		
162	High-Piled Combustible Stock			
163	Primary/First Permit	191.18		
164	Additional Permits	35.33		
165	Hot-Work Operations			
166	Primary/First Permit	191.18		
167	Additional Permits	35.33		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	\$18.97
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	-\$87.00
\$101.01	0%	\$101.01	\$65.69
\$889.92	0%	\$889.92	\$487.83
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$398.93	0%	\$398.93	\$138.14
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
168	HPM Facilities			
169	Primary/First Permit	New		
170	Additional Permits	New		
171	Indoor Growing Operation			
172	Primary/First Permit	331.00		
173	Additional Permits	35.00		
174	Industrial Ovens			
175	Primary/First Permit	New		
176	Additional Permits	New		
177	Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings			
178	Primary/First Permit	New		
179	Additional Permits	New		
180	Lithium Batteries			
181	Primary/First Permit	New		
182	Additional Permits	New		
183	LPG storage use			
184	Primary/First Permit	155.85		
185	Additional Permits	35.33		
186	Lumber Yards and Woodworking Plants			
187	Primary/First Permit	262.87		
188	Additional Permits	35.33		
189	Magnesium Working			
190	Primary/First Permit	191.18		
191	Additional Permits	35.33		
192	Miscellaneous Combustible Storage			
193	Primary/First Permit	191.18		
194	Additional Permits	35.33		
195	Mobile Fueling of Hydrogen Fueled Vehicles			
196	Primary/First Permit	New		
197	Additional Permits	New		
198	Motor Vehicle Fuel Dispensing			
199	Primary/First Permit	191.18		
200	Additional Permits	35.33		
201	Open Burning/Vendor Booth			
202	Primary/First Permit	107.02		
203	Additional Permits	35.33		
204	Open Flames and Torches			
205	Primary/First Permit	New		
206	Additional Permits	New		
207	Organic Coatings			
208	Primary/First Permit	191.18		
209	Additional Permits	35.33		
210	Ovens - Industrial			
211	Primary/First Permit	191.18		
212	Additional Permits	35.33		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	-\$51.24
\$101.01	0%	\$101.01	\$66.01
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	\$123.91
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$16.90
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$317.95	0%	\$317.95	\$210.93
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
213	Outdoor Assembly Event			
214	Primary/First Permit	New		
215	Additional Permits	New		
216	Places of Assembly			
217	Primary/First Permit	191.18		
218	Additional Permits	35.33		
219	Plant Extraction Systems			
220	Primary/First Permit	221.00		
221	Additional Permits	35.00		
222	Pyrotechnics and Special Effects Materials			
223	Primary/First Permit	New		
224	Additional Permits	New		
225	Pyroxylin Plastics			
226	Primary/First Permit	191.18		
227	Additional Permits	35.33		
228	Refrigeration Equipment			
229	Primary/First Permit	191.18		
230	Additional Permits	35.33		
231	Repair Garages and Motor Fuel-Dispensing Facilities			
232	Primary/First Permit	191.18		
233	Additional Permits	35.33		
234	Rooftop Heliports			
235	Primary/First Permit	New		
236	Additional Permits	New		
237	Spraying - Dipping			
238	Primary/First Permit	191.18		
239	Additional Permits	35.33		
240	Storage of Scrap Tire and Tire Byproduct			
241	Primary/First Permit	191.18		
242	Additional Permits	35.33		
243	Tents - Canopies			
244	Primary/First Permit	107.02		
245	Additional Permits	35.33		
246	Tire Rebuilding Plant			
247	Primary/First Permit	184.00		
248	Additional Permits	34.00		
249	Waste Handling			
250	Primary/First Permit	331.44		
251	Additional Permits	35.33		
252	Wood Products - Storage			
253	Primary/First Permit	191.18		
254	Additional Permits	35.33		
255	Fire Code Permit Inspections			
256	Additional Inspection - Related to Operational Permits	141.30		
257	<b>OTHER SERVICES AND CHARGES</b>			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$279.76	0%	\$279.76	NA
\$101.01	0%	\$101.01	NA
\$398.93	0%	\$398.93	\$207.75
\$101.01	0%	\$101.01	\$65.69
\$398.93	0%	\$398.93	\$177.93
\$101.01	0%	\$101.01	\$66.01
\$889.92	0%	\$889.92	NA
\$101.01	0%	\$101.01	NA
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$172.75
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$95.76
\$101.01	0%	\$101.01	\$67.01
\$279.76	0%	\$279.76	-\$51.68
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$88.59
\$101.01	0%	\$101.01	\$65.69
\$279.76	0%	\$279.76	\$138.46

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
258	State Mandated Inspections - Multi-Family Residential - Hotels			
259	3-14 units (Primary/First Permit)	141.30		
260	15-99 units (Primary/First Permit)	219.23		
261	100-249 units (Primary/First Permit)	296.12		
262	250 + units (Primary/First Permit)	331.44		
263	State Required - Community Care Licensing Pre-Inspections			
264	Family Care Homes	155.85		
265	Day Care	107.02		
266	Private Schools	260.79		
267	Additional Charges and Inspection Time			
268	Additional inspection time during normal business hours	78.96	per hour	
269	Overtime and weekend inspections (2 hour min.)	316.90	per hour	
270	Additional site inspection - Proir or during construction	78.96	per hour	
271	Excessive Fire Inspection Fee	141.30		
272	Re-submittals or revisions	350.14		
273	Additional plan review time	78.96	per hour	
274	Planning Application Review	157.93		
275	Other Routine Annual Inspections	118.45		
276	After hours	157.00		
277	Engine Company Inspections	304.43		
278	Fire Clearance Fee-Business License	107.02		
279	Fire Department Response Charges			
280	First Responder Fee	323.00		
281	Truck Company	406.25	per hour	Use of a 3-person rig suggested FEMA rates for all apparatus
282	Engine Company	406.25	per hour	Use of a 3-person rig
283	Water Tender	271.18	per hour	Use of a 2-person rig
284	Brush Engine	406.25	per hour	Use of a 3-person rig
285	Paramedic-Rescue	271.18	per hour	Use of a 2-person rig
286	Air Unit	271.18	per hour	Use of a 2-person rig
287	Specialized Equipment	406.25	per hour	Use of a 3-person rig
288	Staff Vehicles - Prevention	157.93	per hour	
289	Staff Vehicles - Suppression	135.07	per hour	
290	Supplies/equipment used	Actual Cost + 15%		
291	False Alarm Fees			
292	1st false alarm	No Charge		
293	2nd false alarm within 12 months of 1st false alarm	323.00		
294	3rd false alarm within 12 months of last false alarm	New		
295	4th false alarm within 12 months of last false alarm	New		
296	Additional false alarms within 12 months of last false alarm	323.00		
297	Miscellaneous Charges			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$160.60	0%	\$160.60	\$19.29
\$279.76	0%	\$279.76	\$60.53
\$398.93	0%	\$398.93	\$102.81
\$518.09	0%	\$518.09	\$186.65
\$756.43	0%	\$756.43	\$600.58
\$756.43	80%	\$151.29	\$44.27
\$756.43	0%	\$756.43	\$495.64
\$160.60	0%	\$160.60	\$81.63
\$279.76	0%	\$279.76	-\$37.13
\$160.60	0%	\$160.60	\$81.63
\$220.18	0%	\$220.18	\$78.88
\$279.76	0%	\$279.76	-\$70.38
\$279.76	0%	\$279.76	\$200.80
\$518.09	0%	\$518.09	\$360.17
\$279.76	0%	\$279.76	\$161.32
\$279.76	0%	\$279.76	\$122.76
\$279.76	0%	\$279.76	-\$24.66
\$279.76	0%	\$279.76	\$172.75
\$731.77	34%	\$482.00	\$159.00
\$688.03	0%	\$688.03	\$281.78
\$680.18	0%	\$680.18	\$273.93
\$464.19	0%	\$464.19	\$193.01
\$656.04	0%	\$656.04	\$249.79
\$680.18	0%	\$680.18	\$409.00
\$281.75	0%	\$281.75	\$10.57
\$688.03	0%	\$688.03	\$281.78
\$249.44	0%	\$249.44	\$91.51
\$331.94	0%	\$331.94	\$196.87
NA	NA	Actual Cost + 15%	\$0.00
\$1,368.21	100%	\$0.00	\$0.00
\$1,368.21	75%	\$342.05	\$19.05
\$1,368.21	50%	\$684.11	NA
\$1,368.21	25%	\$1,026.16	NA
\$1,368.21	0%	\$1,368.21	\$1,045.21

**Fire**

#	Fee Description	Current Fee/Charge	Unit	Notes
298	Fire Report Copy	0.10	per page	
299	Fire Extinguisher Training	100.00		
300	Equivalent Fees and Charges - Determined by Fire Chief	Varies		The Director shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
301	Related Fee Reduction - Determined by Fire Chief	Varies		The Director shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
302	General Plan and Advance Planning Update Fee	New	% of Fire Permits	
303	Technology and Documentation Retention Fee	New	% of Fire Permits	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$100.40	NA	Per Misc Admin Document Fees	Variable
\$357.50	0%	\$357.50	\$257.50
NA	NA	Varies	\$0.00
NA	NA	Varies	\$0.00
24%	71%	7%	NA
21%	0%	21%	NA

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. 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.



**Public Works - Engineering**

#	Fee Description	Current Fee/Charge	Unit	Notes
<b>1</b>	<b>PERMITS</b>			
<b>2</b>	<b>Encroachment Permits</b>			
<b>3</b>	<b>Minor Work</b>			
4	Public right-of-way improvements or temporary storage - 500 SF or less, including driveway approach, drainage, sewer lateral, or water service for residence.			
5	Permit Fee, includes permit issuance & 0.5 hour inspection	200.70		
6	Plan Check Fee, if required	200.70		
7	Additional Inspection Fee, if required	200.70		
8	Performance Bond (cash deposit)	520.10		
<b>9</b>	<b>Major Work</b>			
10	Public right-of-way improvements - greater than 500 SF and/or improvements requiring engineering plans and traffic control plan.			
11	Permit Fee, includes permit issuance, 1 plan check & up to 2 inspections	602.10		
12	Additional Plan Check Fee, if required	200.70		
13	Additional Inspection Fee, if required	200.70		
14	Performance Bond (est. costs)	2,080.50		
<b>15</b>	<b>Utilities - Major work</b>			
16	Major work defined as greater than \$25,000 performed by public utilities - PG&E, AT&T, cable, fiber optics			
17	Permit Fee, includes permit issuance, 1 plan check & up to 2 inspections	802.70		
18	Additional Plan Check Fee, if required	200.70		
19	Additional Inspection Fee, if required	200.70		Performance Bond (not required).
<b>20</b>	<b>Private Developments</b>			
21	Work not listed under Encroachment Permits that require plan review			
22	Plan Check Fee			
23	Up to \$50,000 estimated cost, up to 2 plan checks	802.70		
24	\$50,001 to \$250,000 estimated cost	2,408.20		
25	Over \$250,000 estimated cost	4,013.70		
26	Additional Plan Check Fee, if required	200.70		
27	Inspection Fee			
28	Up to \$50,000 estimated cost, up to 2 inspections	2,408.20		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$459.52	0%	\$459.00	\$258.30
\$242.16	0%	\$242.00	\$41.30
\$131.73	1%	\$131.00	-\$69.70
NA	NA	\$520.10	\$0.00
\$899.28	0%	\$899.00	\$296.90
\$242.16	0%	\$242.00	\$41.30
\$197.60	0%	\$197.00	-\$3.70
NA	NA	\$2,080.50	\$0.00
\$1,055.50	0%	\$1,055.00	\$252.30
\$242.16	0%	\$242.00	\$41.30
\$197.60	0%	\$197.00	-\$3.70
\$640.56	0%	\$640.00	-\$162.70
\$1,124.88	0%	\$1,124.00	-\$1,284.20
\$1,609.21	0%	\$1,609.00	-\$2,404.70
\$242.16	0%	\$242.00	\$41.30
\$395.20	0%	\$395.00	-\$2,013.20

**Public Works - Engineering**

#	Fee Description	Current Fee/Charge	Unit	Notes
29	\$50,001 to \$250,000 estimated cost, up to 8 inspections	4,013.70		
30	Over \$250,000 estimated cost, up to 16 inspections	6,421.90		
31	Additional Inspection Fee, if required	200.70		
32	Performance Bond (Based on Estimated Costs)	10,722.50		
33	<b>Grading Permits</b>			
34	<b>Minor Work</b>			
35	Grading less than 5,000 cubic yards, with cuts/fills less than 4 feet and/or engineered grading not required by City Engineer.			
36	Permit Fee	200.70		
37	Plan Check Fee	1,508.30		
38	Inspection Fee	802.70		
39	Performance Bond (est. costs)	2,144.50		
40	<b>Major Work / Development</b>			
41	Grading more than 5,000 cubic yards, cuts/fills over 4 feet, and/or engineered grading required by the City Engineer.			
42	Permit Fee	200.70		
43	Plan Check Fee			
44	Up to \$50,000 estimated cost, 1 plan check	401.40		
45	\$50,001 to \$250,000 estimated cost, up to 2 plan checks	802.70		
46	Over \$250,000 estimated cost, up to 2 plan checks	1,605.50		
47	Additional Plan Check Fee, if required	200.70		
48	Inspection Fee			
49	Up to \$50,000 estimated cost, 1 inspection	401.40		
50	\$50,001 to \$250,000 estimated cost, up to 4 inspections	802.70		
51	Over \$250,000 estimated cost, up to 12 inspections	2,408.20		
52	Additional Inspection Fee, if required	200.70		
53	Performance Bond (est. costs)	5,361.20		
54	Misc. Other - Swimming Pool			
55	Permit Fee, in addition to Encroachment Permit (if required)	321.70		
56	<b>Construction Hydrant Permit</b>			
57	Permit Fee			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$658.66	0%	\$658.00	-\$3,355.70
\$1,317.32	0%	\$1,317.00	-\$5,104.90
\$197.60	0%	\$197.00	-\$3.70
NA	NA	\$10,722.50	\$0.00
\$293.95	0%	\$293.00	\$92.30
\$640.56	0%	\$640.00	-\$868.30
\$658.66	0%	\$658.00	-\$144.70
NA	NA	\$2,144.50	\$0.00
\$372.07	0%	\$372.00	\$171.30
\$796.78	0%	\$796.00	\$394.60
\$1,124.88	0%	\$1,124.00	\$321.30
\$1,452.98	0%	\$1,452.00	-\$153.50
\$156.23	0%	\$156.00	-\$44.70
\$526.93	100%		-\$401.40
\$1,053.85	0%	\$1,053.00	\$250.30
\$1,580.78	0%	\$1,580.00	-\$828.20
\$197.60	0%	\$197.00	-\$3.70
NA	NA	\$5,361.20	\$0.00
\$359.82	0%	\$359.00	\$37.30

**Public Works - Engineering**

#	Fee Description	Current Fee/Charge	Unit	Notes
58	Hydrant meter set and removal	401.40		
59	Meter Hydrant Deposit	2,144.50		
60	<b>OTHER FEES</b>			
61	<b>Final Parcel Map / Map Check Fee</b>			
62	This involves staff review of legal maps including parcel maps, subdivision maps and certificates of compliance.			
63	Minimum processing fee	1,505.10		
64	Plan check fee	1,116.10		
65	<b>Street / Alley Vacation Process Fee</b>			
66	This involves staff review of street/alley vacations and taking the application through the approval process.			
67	Minimum processing fee	3,010.30		
68	Plan check fee	2,031.60		
69	Registered Land Surveyor Review, if required	2,408.20		
70	<b>Miscellaneous Administrative Fees</b>			
71	Long-term Encroachment Agreement, term per agreement	1,003.50		
72	Additional Agreement Fee, if required	200.70		
73	News rack Permit Fee, per 2-year agreement	268.10		
74	News rack Permit Fee, bi-annual (twice yearly) permit	214.40		
75	Outdoor Dining Permit Fee, per establishment - one-time	117.90		
76	Photocopies			
77	Set of Standard Plans & Design Criteria (per set)	7.50		
78	Other City Documents (per page)	0.25		
79	Transportation Oversize / Overload Permit			
80	This involves staff review and notification to police for vehicles exceeding legal limits.	200.70		
81	Equivalent Fees and Charges			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$86.73	1%	\$86.00	-\$315.40
NA	NA	\$2,000.00	-\$144.50
\$1,710.59	0%	\$1,710.00	\$204.90
\$1,710.59	0%	\$1,710.00	\$593.90
\$1,511.49	0%	\$1,511.00	-\$1,499.30
\$755.75	0%	\$755.00	-\$1,276.60
NA	NA	\$2,408.20	\$0.00
\$1,495.85	0%	\$1,495.00	\$491.50
\$855.30	0%	\$855.00	\$654.30
NA	NA	\$268.10	\$0.00
NA	NA	\$214.40	\$0.00
\$199.20	0%	\$199.00	\$81.10
\$107.92	1%	\$107.00	\$99.50
NA	NA	\$0.25	\$0.00
NA	NA	\$200.70	\$0.00

**Public Works - Engineering**

#	Fee Description	Current Fee/Charge	Unit	Notes
82	Determined by Department Director	Varies		
83	Related Fee Reduction			
84	Determined by Department Director	Varies		
85	General Plan and Advance Planning Update Fee	New	% of Public Works Permits	
86	Technology and Documentation Retention Fee	New	% of Public Works Permits	
87	<b>Storm Water Inspection</b>			
88	Grading per lot of a subdivision	351.20		
89	Storm Water Inspection			
90	Cost of project is \$0 - \$4,999	296.40		
91	Cost of project is \$5,000 - \$24,999	492.60		
92	Cost of project is \$25,000 - \$99,999	688.80		
93	Cost of project is \$100,000 and above	1,185.90		
94	<b>Water Fees</b>			
95	Returned Check Fee			
96	1st Returned Check	25.00		Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
97	2nd and Subsequent Returned Checks	35.00		Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
98	Delinquent Charge	10%		
99	Tampering Fee	107.20		
100	Labor Cost - per hour (In addition to tampering fee if applicable; material at full cost)	77.20		
101	Excessive Inspection Fee (more than 3 in any 6 month period)	55.80		
102	Start Service (same day)	80.40		
103	Reconnect fee	80.40		SB998
104	Backflow Administration Fee	80.40		
105	Non-compliant Backflow Fine	386.00	Fine	Plus Actual Cost of Testing

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Varies	\$0.00
NA	NA	Varies	\$0.00
24%	71%	7%	NA
21%	0%	21%	NA
\$618.89	0%	\$618.00	\$266.80
\$618.89	0%	\$618.00	\$321.60
\$949.82	0%	\$949.00	\$456.40
\$1,081.55	0%	\$1,081.00	\$392.20
\$1,369.51	0%	\$1,369.00	\$183.10
NA	NA	\$25.00	\$0.00
NA	NA	\$35.00	\$0.00
NA	NA	10%	\$0.00
\$44.64	1%	\$44.00	-\$63.20
\$112.35	0%	\$112.00	\$34.80
\$88.66	1%	\$88.00	\$32.20
\$77.76	1%	\$77.00	-\$3.40
\$77.76	36%	\$50.00	-\$30.40
\$48.54	1%	\$48.00	-\$32.40
NA	NA	\$400.00	\$14.00

**Public Works - Engineering**

#	Fee Description	Current Fee/Charge	Unit	Notes
106	Fire Flow Testing Fee	107.20		
107	Excessive Reconnection Penalty	New		More than one reconnection service within a calendar year
108	<b>Sewer Fees</b>			
109	Returned Check Fee			
110	1st Returned Check	25.00		Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
111	2nd and Subsequent Returned Checks	35.00		Per CA Civil Code 1719: fee limited to \$25 for first returned check, and \$35 for second and subsequent checks
112	Delinquent Charge	10%		
113	Pretreatment Inspection Fee	80.40		
114	Pretreatment Permit Fee	80.40		
115	Post-construction Best Management Practice Monitoring Fee - Residential annual inspection fee for homes which have a maintenance and operations agreement with the City	107.20		
116	Post-construction Best Management Practice Monitoring Fee - Commercial annual inspection fee for commercial which have a maintenance and operations agreement with the City	321.70		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$224.71	0%	\$224.00	\$116.80
NA	NA	\$155.51	NA
NA	NA	\$25.00	\$0.00
NA	NA	\$35.00	\$0.00
NA	NA	10%	\$0.00
\$362.95	0%	\$362.00	\$281.60
\$362.95	0%	\$362.00	\$281.60
\$416.83	0%	\$416.00	\$308.80
\$482.70	0%	\$482.00	\$160.30

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this division. 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.

Miscellaneous Administrative

#	Fee Description	Current Fee/Charge	Unit	Notes
1	<b>General Documents (8.5" x 11.0")</b>			
3	Non-Bound (Std)	0.20	per page	Except Public Safety Certified Copies and Library Copies
4	Non-Bound (Color)	1.00	per page	
5	Bound Documents (Comb/Spiral)	2.50		
6	<b>Copies (GC Sec. 81008)</b>			
7	Any related documents	0.10	per page	Fee amounts established by the Political Reform Act of 1974 and relate to candidate / election filing statements and records.
8	<b>Retrieval Fee (GC Sec. 81008)</b>			
9	Limited to docs in storage >= 5 Years	5.00	per visit	Fee amounts established by the Political Reform Act of 1974 and relate to candidate / election filing statements and records.
10	<b>Registration of Neglected, Vacant &amp; Foreclosed Properties</b>			
11	Registration of Neglected, Vacant & Foreclosed Properties (per property)	168.40		BMC 8.50.070 requirement
12	First Violation	107.20		Not to exceed \$100 per BMC 8.50.100
13	Second Violation and subsequent violations within a one year period	1,072.20		Not to exceed \$1,000 per BMC 8.50.100
14	<b>Appeal Fee</b>			Fee amounts established by the Political Reform Act of 1974 and relate to candidate / election filing statements and records.
15	Processing Fee for damage to City Property	15% of cost of time and materials for replacement		
16	General City decisions	160.80		Non Council matter

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$0.30	0%	\$0.30	\$0.10
\$0.45	0%	\$0.45	-\$0.55
\$19.50	0%	\$19.50	\$17.00
NA	NA	\$0.10	\$0.00
NA	NA	\$5.00	\$0.00
NA	NA	\$168.40	\$0.00
NA	NA	\$100.00	-\$7.20
NA	NA	\$1,000.00	-\$72.20
18%	0%	18%	3%
\$658.78	0%	\$658.78	\$497.98

Parks & Community Services

#	Fee Description		Current Fee/Charge	Unit	Notes
1	<b>AQUATICS</b>				
2	Individual Swim Pass	adult	101.00	30 swims	
3		adult non-resident	126.00	30 swims	
4		senior	57.00	30 swims	
5		senior non-resident	71.00	30 swims	
6	Lifeguard Training	resident	180.00	session	
7		non-resident	225.00	session	
8	Lap Swim	adult resident	3.75	day	
9		adult non-resident	4.75	day	
10		senior resident (55+)	2.00	day	
11		senior non-resident	3.75	day	
12	Recreation Swim	3-17 years resident	2.25	day	
13		3-17 years non-res	3.75	day	
14		18-55 years resident	3.75	day	
15		18-55 years non-res	4.75	day	
16		senior resident (55+)	2.00	day	
17		senior non-resident	3.75	day	
18	Senior Zone	senior resident (55+)	2.00	day	
19		senior non-resident	3.75	day	
20	Group Swim Lessons	resident	60.00	2-week session	
21		non-resident	76.00	2-week session	
22	Weekday Private Swim Lessons	resident	103.00	1-week session	
23		non-resident	130.00	1-week session	
24	Weekend Private Swim Lessons	resident	34.00	day	
25		non-resident	43.00	day	
26	Water Polo	resident	60.00	8-class session	
25		non-resident	New	8-class session	
27	<b>RECREATION ACTIVITIES</b>				
28	Adventures Day Camp	resident	312.00	2-week session all day	
29		resident sibling	279.00	2-week session all day	
30		non-resident	391.00	2-week session all day	
31		non-resident sibling	351.00	2-week session all day	
32	Kids Kaleidoscope/MS K2	res/non-resident	254.00	1-month session all day	
		sibling fee	New	1-month session all day	
33	Tiny Tots	resident	147.00	MWF	
34		resident sibling	132.00	MWF	
35		non-resident	183.00	MWF	
36		non-resident sibling	165.00	MWF	
37		resident	107.00	T/TH	
38		resident sibling	96.00	T/TH	
39		non-resident	134.00	T/TH	
40		non-resident sibling	121.00	T/TH	
41	Late Pick-Up Fees	All Children's Programs	10.00	Every 5 min or fraction thereof per family	

Suggested Fee	Unit	Fee Δ
\$120.00	20 swims	NA
\$150.00	20 swims	NA
\$90.00	20 swims	NA
\$120.00	20 swims	NA
\$180.00	session	\$0.00
\$225.00	session	\$0.00
\$6.00	day	\$2.25
\$7.50	day	\$2.75
\$4.50	day	\$2.50
\$6.00	day	\$2.25
\$5.00	day	\$2.75
\$6.25	day	\$2.50
\$6.00	day	\$2.25
\$7.50	day	\$2.75
\$4.50	day	\$2.50
\$6.00	day	\$2.25
\$4.50	day	\$2.50
\$6.00	day	\$2.25
\$75.00	2-week session	\$15.00
\$93.75	2-week session	\$17.75
\$124.00	1-week session	\$21.00
\$155.00	1-week session	\$25.00
\$34.00	day	\$0.00
\$43.00	day	\$0.00
\$60.00	8-class session	\$0.00
\$76.00	8-class session	NA
\$200.00	1-week session all day	NA
\$180.00	1-week session all day	NA
\$250.00	1-week session all day	NA
\$225.00	1-week session all day	NA
\$380.00	1-month session all day	\$126.00
\$342.00	1-month session all day	NA
\$235.00	MWF	\$88.00
\$212.00	MWF	\$80.00
\$294.00	MWF	\$111.00
\$265.00	MWF	\$100.00
\$180.00	T/TH	\$73.00
\$162.00	T/TH	\$66.00
\$225.00	T/TH	\$91.00
\$203.00	T/TH	\$82.00
\$10.00	Every 5 min or fraction thereof per family	\$0.00

Parks & Community Services

#	Fee Description		Current Fee/Charge	Unit	Notes
42	Late Payment Fees	All Children's Programs	5.00	Per Day Per Child	Max \$25
43	Preschool Summer Fun Camp	resident	57.00	3 day	
44		non-resident	New		
45	<b>SENIOR RECREATION ACTIVITIES</b>				
46	Senior Luncheon	res/non-res	10.00	per person	
47	Senior Café	res/non-res	2.00	per person	
48	Active Adult Exercise	resident	2.00	per class	
49		non-resident	2.50	per class	
50		resident	13.00	10 classes	
51		non-resident	16.00	10 classes	
52		resident	24.00	20 classes	
53		non-resident	30.00	20 classes	
54	<b>SPECIALTY CLASSES</b>				
55	Wiggle Room	resident	1.25	per child	
56		non-resident	1.50	per child	
57	Wiggle Room Punch Pass	resident	11.00	10 entries	
58		non-resident	14.00	10 entries	
59	Kinder gym	resident	8.00	1st child	
60		resident	4.00	2nd child	
61		non-resident	10.00	1st child	
62		non-resident	5.00	2nd child	
63	Kinder gym Punch Pass	resident	40.00	5 entries	
64		non-resident	50.00	5 entries	
65	<b>SPORTS</b>				
66	Adult Softball	resident	420.00	team	
67		non-resident	15.00	player	
68	Adult Volleyball (sixes)	resident	210.00	team	
69		non-resident	15.00	player	
70	Adult Volleyball (fours)	resident	150.00	team	
71		non-resident	15.00	player	
72	Youth Basketball	resident	100.00	player	
73		non-resident	125.00	player	
74	Youth Basketball Adaptive or Kindergarten	resident	67.00	player	
75		non-resident	84.00	player	
76	Participant Fee	League Players	10.00	player	

Suggested Fee	Unit	Fee Δ
\$5.00 / \$25 max	Per Day Per Child	\$0.00
\$75.00	3 day	\$18.00
\$94.00		NA
\$10.00	per person	\$0.00
\$2.00	per person	\$0.00
\$2.00	per class	\$0.00
\$2.50	per class	\$0.00
\$15.00	10 classes	\$2.00
\$18.75	10 classes	\$2.75
\$30.00	20 classes	\$6.00
\$37.50	20 classes	\$7.50
\$4.00	per child	\$2.75
\$5.00	per child	\$3.50
\$40.00	10 entries	\$29.00
\$50.00	10 entries	\$36.00
\$8.00	1st child	\$0.00
\$7.00	2nd child	\$3.00
\$10.00	1st child	\$0.00
\$9.00	2nd child	\$4.00
\$40.00	5 entries	\$0.00
\$50.00	5 entries	\$0.00
\$528.00	team	\$108.00
\$20.00	player	\$5.00
\$310.00	team	\$100.00
\$20.00	player	\$5.00
\$200.00	team	\$50.00
\$20.00	player	\$5.00
\$163.00	player	\$63.00
\$204.00	player	\$79.00
\$148.00	player	\$81.00
\$185.00	player	\$101.00
\$25.00	player	\$15.00



Parks & Community Services

#	Fee Description		Current Fee/Charge	Unit	Notes
77	<b>FACILITIES - INDOOR *</b>				
78	Clock Tower	deposit	1,000.00	event	
79		deposit local non-profit	200.00	event	
80		local non-profit	19.00	Mon-Sun per hour	
81			New	Fri - Sun per hour	
82		resident	49.00	Mon-Thur per hour	
83		non-resident	102.00	Mon-Thur per hour	
84		resident	82.00	Fri-Sun per hour	
85		non-resident	118.00	Fri-Sun per hour	
86		alcohol fee	42.00	event	
87	City Gym	deposit	200.00	event	
88		Sport Deposit	50.00	per event	
89		local non-profit	19.00	per hour	
90		resident	40.00	per hour	
91		non-resident	55.00	per hour	
92		drop in resident	3.00	per program	
93		drop in non-resident	4.00	per program	
94		drop in youth	1.00	per program	
95	Gym - Kinder gym Parties	resident	126.00	for 10 kids	
96		non-resident	157.00	for 10 kids	
97		deposit	60.00	event	
98		extra kids	\$6 per child	up to 10 extra	
99	Senior Center	local non-profit	19.00	per hour	
100			New	Fri - Sun per hour	
101		resident	32.00	Mon- Thur per hour	
102		non-resident	65.00	Mon-Thur per hour	
103		resident	49.00	Fri-Sun per hour	
104		non-resident	87.00	Fri-Sun per hour	
105		deposit	200.00	event	
106		deposit local non-profit	New		
107		alcohol fee	42.00	event	
108	Community Center	local non-profit	19.00	per hour	
109			New	Fri - Sun per hour	
110		resident	32.00	Mon-Fri per hour	
111		non-resident	71.00	Mon-Fri per hour	
112		resident	49.00	Sat-Sun per hour	
113		non-resident	87.00	Sat-Sun per hour	
114		deposit	500.00	event	
115		deposit local non-profit	200.00	event	

Suggested Fee	Unit	Fee Δ
\$500.00	event	NA
\$150.00	event	NA
\$84.50	Mon-Thur per hour	\$65.50
\$97.50	Fri - Sun per hour	NA
\$169.00	Mon-Thur per hour	\$120.00
\$280.00	Mon-Thur per hour	\$178.00
\$195.00	Fri-Sun per hour	\$113.00
\$352.00	Fri-Sun per hour	\$234.00
\$117.00	event	\$75.00
\$250.00	event	\$50.00
\$50.00	per event	\$0.00
\$44.50	per hour	\$25.50
\$89.00	per hour	\$49.00
\$122.00	per hour	\$67.00
\$4.00	per program	\$1.00
\$5.00	per program	\$1.00
\$2.00	per program	\$1.00
\$126.00	for 10 kids	\$0.00
\$157.00	for 10 kids	\$0.00
\$60.00	event	\$0.00
\$6 per child	up to 10 extra	\$0.00
\$46.00	Mon-Thur per hour	\$27.00
\$50.00	Fri - Sun per hour	NA
\$92.00	Mon- Thur per hour	\$60.00
\$174.00	Mon-Thur per hour	\$109.00
\$100.00	Fri-Sun per hour	\$51.00
\$187.00	Fri-Sun per hour	\$100.00
\$250.00	event	\$50.00
\$150.00	event	NA
\$117.00	event	\$75.00
\$46.00	Mon-Fri per hour	\$27.00
\$50.00	Sat - Sun per hour	NA
\$92.00	Mon-Fri per hour	\$60.00
\$174.00	Mon-Fri per hour	\$103.00
\$100.00	Sat-Sun per hour	\$51.00
\$187.00	Sat-Sun per hour	\$100.00
\$250.00	event	NA
\$150.00	event	NA

Parks & Community Services

#	Fee Description		Current Fee/Charge	Unit	Notes
116	<b>FACILITIES - OUTDOOR *</b>				
117	Jumper Fee		New		
118	City Park Gazebo	resident	241.00		
119		non-resident	313.00		
120		deposit	250.00		
121	Fields Rental	resident	72.00	per field/per day	does not apply to City teams
122		non-resident	136.00	per field/per day	
123	Field Light Fee	Resident	New	per field per day	
124		Non-resident	New	per field per day	
125	Marina Green Lawn or Pavilion	deposit	250.00	area/event	
126		resident	241.00		
127		non-resident	392.00		
128	Picnic Areas	resident	40.00	per section/per day	
129		non-resident	118.00	per section/per day	
130	Pool - Group User Rental Lane Line Fee	Resident	5.00	hourly / per lane	
131		Non-resident	8.00	hourly/ per lane	
132	Pool Rentals	resident	133.00	1-30 persons/hr	
133		non-resident	166.00	1-30 persons/hr	
134		resident	158.00	31-75 persons/hr	
135		non-resident	198.00	31-75 persons/hr	
136		resident	175.00	76+ persons/hr	
137		non-resident	218.00	76+ persons/hr	
138		wading pool resident	49.00	hr	
139		wading pool non-res	63.00	hr	
140	<b>CEMETERY FEES**</b>				
141	Burial Site	Plot Fee	1,575.00		Reso 18-140
142	Opening/Closing Fee	Reg Business Hours	3,945.00		Reso 18-140
143		After hours/Weekend	4,459.00		Reso 18-140
144	Cremation Section	Plot Fee	804.00		Reso 18-140
145	Opening/Closing Fee	Reg Business Hours	922.00		Reso 18-140
146		After hours/Weekend	1,042.00		Reso 18-140
147	Vault Fee		630.00		Reso 18-140
148	Multiple Use Fee	Cremation Remains Only	922.00		Reso 18-140
149	Marker Placement Fee		590.00		Reso 18-140

Suggested Fee	Unit	Fee Δ
\$32.00		NA
\$241.00		\$0.00
\$313.00		\$0.00
\$250.00		\$0.00
\$29.00	per hour per field	NA
\$36.00	per hour per field	NA
\$5.00	per field per day	NA
\$6.25	per field per day	NA
\$250.00	area/event	\$0.00
\$241.00		\$0.00
\$392.00		\$0.00
\$107.00	per section/per day	\$67.00
\$315.00	per section/per day	\$197.00
\$6.00	hourly / per lane	\$1.00
\$7.50	hourly/ per lane	-\$0.50
\$133.00	1-30 persons/hr	\$0.00
\$166.00	1-30 persons/hr	\$0.00
\$158.00	31-75 persons/hr	\$0.00
\$198.00	31-75 persons/hr	\$0.00
\$175.00	76+ persons/hr	\$0.00
\$218.00	76+ persons/hr	\$0.00
\$49.00	hr	\$0.00
\$63.00	hr	\$0.00
\$1,708.00		\$133.00
\$4,278.00		\$333.00
\$4,836.00		\$377.00
\$872.00		\$68.00
\$1,000.00		\$78.00
\$1,130.00		\$88.00
\$683.00		\$53.00
\$1,000.00		\$78.00
\$639.00		\$49.00

Parks & Community Services

#	Fee Description		Current Fee/Charge	Unit	Notes
150	Plastic Liner Fee		147.00		Reso 18-140
151	Disinterment		3,945.00		Reso 18-140
152	<b>MISCELLANEOUS</b>				
153	Filming Permit	Application	105.00	event	
154		Still photography	52.00	day	
155		Video production	105.00	day	
156		Facilities and park rentals	262.00	day	
157		Television/film production	105.00	day	
158	Special Event Permit	Application	52.00	processing	
159	Tree Permit Application Fee	Application	20.00	processing	
160	Tree Replacement Fee		100.00	for first tree	
161			75.00	for every tree after first	
162	Commerical Tree Replacement Fee		175.00	per tree	
163	Equivalent Fees and Charges ***		Determined by Director		
164	Related Fee Reduction ***		Determined by Director		

Suggested Fee	Unit	Fee Δ
\$159.00		\$12.00
\$4,278.00		\$333.00
\$105.00	event	\$0.00
\$52.00	day	\$0.00
\$105.00	day	\$0.00
\$262.00	day	\$0.00
\$105.00	day	\$0.00
\$52.00	processing	\$0.00
\$75.00	processing	\$55.00
\$100.00	for first tree	\$0.00
\$75.00	for every tree after first	\$0.00
\$175.00	per tree	\$0.00
Determined by Director		\$0.00
Determined by Director		\$0.00

Police

#	Fee Description	Current Fee/Charge	Unit	Notes
1	<b>SERVICES &amp; CHARGES</b>			
2	Cassette Tapes, Audio & Video			
3	Per Tape/CD/DVD	34.60		
4	False Alarm Charge			
5	Registration Fee	25.00		Punitive, set per City Ordinance.
6	First false alarm in calendar year	0.00		Punitive, set per City Ordinance.
7	Second false alarm in calendar year	100.00		Punitive, set per City Ordinance.
8	Third false alarm in calendar year	200.00		
9	Fourth and subsequent false alarm in calendar year	300.00		
10	Response to non-registered alarm	100.00		
11	Late Fee for invoice over 30 days	10% of invoice		Punitive, set per City Ordinance.
12	Fingerprinting			
13	DOJ Live Scan	32.00		Pass through fees. Fee set by other agency.
14	FBI Live Scan	17.00		Pass through fees. Fee set by other agency.
15	Live Scan (Non- profit employees, school employees, volunteers, foster/adoptive parent applicants, POST Napa Police Academy students)	26.80		
16	Live Scan (All others)	69.20		
17	Parking Violation			
18	Benicia Municipal Code Violations	51.40		Punitive, set per City Municipal Code.
19	Disabled Parking Violation	375.30		Punitive, set per City Municipal Code.
20	Photographs			
21	Per Compact Disk (CD)	84.40		
22	Reports			
23	Traffic Collision Report			Reports to victims are given at no charge.
24	First Five Pages	16.10		
25	Each Additional Page	1.00		
26	Crime Reports			Reports to victims are given at no charge.
27	First Fifty Pages	16.10		
28	Each Additional Page	0.00		
29	Stolen Vehicle Reports			Reports to victims are given at no charge.
30	First Two Pages	16.10		
31	Each Additional Page	0.00		
32	Storage of Firearm(s)			
33	Administration Fee	207.60		
34	Daily Storage Fee after Owner Notification	n/a		
35	Vehicle Tow Releases			
36	Involving an Arrest, 14601 VC or 12500 VC Violation	183.90		
37	All Other Towed Vehicles	183.90		
38	Traffic Collision or Victim of Crime	183.90		
39	Other Services & Charges			
40	ABC Letters (for-profit)	509.30		
41	ABC Letters (non-profit)	5.00		
42	Local Records Check	69.20		
43	Repossessed Vehicle Release	34.60		GC 26751 and 41612
44	VIN Verification	84.40		Benicia residents receive one free VIN verification per year.
45	<b>LICENSES &amp; PERMITS</b>			
46	Adult Business			
47	Initial Application Fee	715.00		
48	Annual regulatory license renewal fee	103.10		
49	Adult Business Non-Performer			
50	Initial Application Fee	257.40		
51	Annual license renewal	103.10		
52	Adult Performer			
53	Initial Application Fee	257.40		
54	Annual license renewal	103.10		
55	Bingo Permit			
56	(Per BMC 5.12.040) Not to Exceed	69.20		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$36.60	0%	\$36.60	\$2.00
NA	NA	\$25.00	\$0.00
NA	NA	\$0.00	\$0.00
NA	NA	\$100.00	\$0.00
NA	NA	\$200.00	\$0.00
NA	NA	\$300.00	\$0.00
\$100.00	0%	\$100.00	\$0.00
NA	NA	10% of invoice	\$0.00
NA	NA	\$32.00	\$0.00
NA	NA	\$17.00	\$0.00
\$26.80	0%	\$26.80	\$0.00
\$69.20	0%	\$69.20	\$0.00
NA	NA	\$51.40	\$0.00
NA	NA	\$375.30	\$0.00
\$86.40	0%	\$86.40	\$2.00
\$16.65	0%	\$16.65	\$0.55
\$0.11	0%	\$0.11	-\$0.89
\$16.65	0%	\$16.65	\$0.55
\$0.11	0%	\$0.11	\$0.11
\$16.65	0%	\$16.65	\$0.55
\$0.11	0%	\$0.11	\$0.11
\$207.60	0%	\$207.60	\$0.00
NA	NA	n/a	\$0.00
\$183.90	0%	\$183.90	\$0.00
\$183.90	0%	\$183.90	\$0.00
\$183.90	0%	\$183.90	\$0.00
\$509.30	0%	\$509.30	\$0.00
\$5.00	0%	\$5.00	\$0.00
\$69.20	0%	\$69.20	\$0.00
\$34.60	0%	\$34.60	\$0.00
\$84.40	0%	\$84.40	\$0.00
\$715.00	0%	\$715.00	\$0.00
\$103.10	0%	\$103.10	\$0.00
\$257.40	0%	\$257.40	\$0.00
\$103.10	0%	\$103.10	\$0.00
\$257.40	0%	\$257.40	\$0.00
\$103.10	0%	\$103.10	\$0.00
\$69.20	0%	\$69.20	\$0.00

Police

#	Fee Description	Current Fee/Charge	Unit	Notes
57	Renewal Permit	34.60		
58	Bicycle License & Registration			
59	Initial License	34.60		
60	Renewal	34.60		
61	Cardroom Employees Permit			
62	Initial Permit	257.40		
63	Renewal Permit	101.00		
64	Permit Transfer	34.60		
65	Concealed Weapons Permit			Handled by County Sheriff.
66	Fortune Telling Permit			
67	Initial Permit	257.40		
68	Renewal Permit	101.00		
69	Massage Registration Certificate			
70	Registration Certificate	49.00		
71	Mobile Food Vendor's Permit			
72	Initial Permit	257.40		
73	Renewal Permit	101.00		
74	Public Safety License			
75	Cannabis Public Safety License	11,610.00		
76	Cannabis Public Safety Permit Renewal	New		
77	Solicitor Permit			
78	Initial Permit	257.40		
79	Renewal Permit	102.30		
80	Taxi Permit			
81	Initial Permit	257.40		
82	Renewal Permit	101.00		
83	Tobacco Retail License			
84	Initial Permit	500.00		
85	Renewal Permit	450.00		
86	Equivalent Fees and Charges			The Police Chief shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
87	Determined by Director	Varies		
88	Related Fee Reduction			The Police Chief shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
89	Determined by Director	Varies		
90	<b>ANIMAL CONTROL</b>			
91	Dog Licensing Fees			
92	1 Year	60.00		
93	2 Years	120.00		
94	3 Years	180.00		
95	Dog License - Altered Dog			
96	1 Year	25.00		
97	2 Years	40.00		
98	3 Years	60.00		
99	Dog License - Unaltered Dog - Senior (65+) Rate			
100	1 Year	30.00		
101	2 Years	60.00		
102	3 Years	90.00		
103	Dog License - Altered Dog - Senior (65+) Rate			
104	First Dog	0.00		
105	Additional Dogs - 1 Year	15.00		
106	Additional Dogs - 2 Years	20.00		
107	Additional Dogs - 3 Years	25.00		
108	Dog License - Late Fees			
109	After 30 days	16.10		
110	After 60 Days	26.80		
111	Mini Pig Licensing Fees			
112	Mini Pig License - Unaltered			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$34.60	0%	\$34.60	\$0.00
\$34.60	0%	\$34.60	\$0.00
\$34.60	0%	\$34.60	\$0.00
\$34.60	0%	\$34.60	\$0.00
\$257.40	0%	\$257.40	\$0.00
\$101.00	0%	\$101.00	\$0.00
\$34.60	0%	\$34.60	\$0.00
\$257.40	0%	\$257.40	\$0.00
\$101.00	0%	\$101.00	\$0.00
\$49.00	0%	\$49.00	\$0.00
\$257.40	0%	\$257.40	\$0.00
\$101.00	0%	\$101.00	\$0.00
\$11,610.00	0%	\$11,610.00	\$0.00
\$5,929.95	0%	\$5,929.95	NA
\$257.40	0%	\$257.40	\$0.00
\$102.30	0%	\$102.30	\$0.00
\$257.40	0%	\$257.40	\$0.00
\$101.00	0%	\$101.00	\$0.00
\$500.00	0%	\$500.00	\$0.00
\$450.00	0%	\$450.00	\$0.00
NA	NA	Varies	\$0.00
NA	NA	Varies	\$0.00
NA	NA	\$60.00	\$0.00
NA	NA	\$120.00	\$0.00
NA	NA	\$180.00	\$0.00
NA	NA	\$25.00	\$0.00
NA	NA	\$40.00	\$0.00
NA	NA	\$60.00	\$0.00
NA	NA	\$30.00	\$0.00
NA	NA	\$60.00	\$0.00
NA	NA	\$90.00	\$0.00
NA	NA	\$0.00	\$0.00
NA	NA	\$15.00	\$0.00
NA	NA	\$20.00	\$0.00
NA	NA	\$25.00	\$0.00
NA	NA	\$16.10	\$0.00
NA	NA	\$26.80	\$0.00

Police

#	Fee Description	Current Fee/Charge	Unit	Notes
113	1 Year	64.30		
114	2 Years	122.20		
115	3 Years	181.20		
116	Mini Pig License - Altered			
117	1 Year	23.60		
118	2 Years	42.90		
119	3 Years	63.30		
120	Other Animal Control Fees			
121	Pick Up Trapped Animals (Domestic)	208.30		
122	Dog Redemption			Punitive, set per City Municipal Code.
123	1st Offense	42.90		
124	2nd Offense	64.30		
125	3rd Offense	80.40		
126	Future Offenses	\$75 plus \$15 Per Additional Violation		The Police Chief shall determine an appropriate fee or fee reduction when conditions exist to warrant such an action.
127	Animal Disposal	104.20		
128	Pick Up for Surrender	208.30		
129	Bee Keeping Permit	53.60		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$64.30	\$0.00
NA	NA	\$122.20	\$0.00
NA	NA	\$181.20	\$0.00
NA	NA	\$23.60	\$0.00
NA	NA	\$42.90	\$0.00
NA	NA	\$63.30	\$0.00
\$208.30	0%	\$208.30	\$0.00
NA	NA	\$42.90	\$0.00
NA	NA	\$64.30	\$0.00
NA	NA	\$80.40	\$0.00
NA	NA	\$75 plus \$15 Per Additional Violation	\$0.00
\$104.20	0%	\$104.20	\$0.00
\$208.30	0%	\$208.30	\$0.00
NA	NA	\$53.60	\$0.00



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