

RESOLUTION NO. 20-0025

A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL ESTABLISHING NEW FEES AND CHARGES FOR GOODS, SERVICES AND FACILITIES PROVIDED BY THE CITY OF MANHATTAN BEACH AND AMENDING AND RESTATING THE CITY'S COMPREHENSIVE FEE SCHEDULE

THE MANHATTAN BEACH CITY COUNCIL DOES HEREBY DECLARE, FIND, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City of Manhattan Beach ("City") is empowered to impose reasonable fees, rates, and charges for municipal services. California Government Code Section 66000 et seq. authorizes the City to adopt fees for municipal services, provided such fees do not exceed the cost to the City for providing the services. Periodically, the City Council determines that fees, rates, and charges should cover the costs reasonably borne or a substantial portion of the actual costs of the goods and services provided by the City.

SECTION 2. The City has conducted an extensive analysis of its services, the costs reasonably borne by the City in providing its services, the beneficiaries of such services, and the revenues produced by those paying fees and charges for such services. The City retained an independent consultant, Matrix Consulting Group ("Matrix"), to conduct the analysis of the City's services and related costs. Matrix collected data and interviewed City personnel as part of that analysis. City departments have reviewed the fee schedule and made certain recommendations. Matrix completed that certain Full Cost Allocation Plan dated November 2019 and that Cost of Services (User Fee) Study Final Report dated February 2020 (collectively "Studies"). The Studies are on file with the City Finance Department and are incorporated by this reference. The Studies set forth a mechanism to ensure that fees adopted by the City do not exceed the reasonable estimated cost for providing the services for which the fees are charged.

SECTION 3. The adoption of this Resolution approves and sets forth a procedure for increasing reasonable costs, fines and penalties for the purpose of meeting increased operating expenses of City departments and is, therefore, exempt from the California Environmental Quality Act (Public Resources Code Sections 21080 et seq.) pursuant to Public Resources Code Section 21080(b)(8)(A).

SECTION 4. After conducting duly noticed public hearings on November 19, 2019 and after February 18, 2020, and satisfying all applicable provisions of California Government Code Sections 66016 and 66018, the City Council hereby determines that the fees, rates, and charges should cover the costs reasonably borne or a substantial portion of the actual costs of the goods and services provided by the City and that certain fees, rates, and charges identified on the Proposed User Fee Table FY2020 ("Table") attached hereto as Attachment A and incorporated by this reference, do not cover the actual costs under the current fee schedules.

SECTION 5. Based upon the foregoing, the City Council hereby establishes, adjusts and increases the fees, rates, and charges for the items identified in the Table. The City Council hereby finds that, where applicable, the fees, rates and charges will not exceed the cost to the City of providing the service to which such fees apply. The fees adopted hereunder are based upon the actual cost to the City of providing the service or facility for which the fee is charged. Calculation of the fees is based upon the Studies conducted by Matrix.

SECTION 6. The State of California requires cities to charge state-established fees, rates, and charges, which are paid to the State. The City Council hereby directs the City Clerk to incorporate such State-imposed fees, rates and charges into the Table, and every year hereafter.

SECTION 7. The restatement in the attached Table of existing rates and amounts for previously imposed taxes, fees, and charges is for the purpose of administrative convenience and is not intended, and shall not be construed, as the imposition, extension, or increase of any such tax, fee, or charge.

SECTION 8. The City Manager, or his/her designee, shall have the authority to interpret the provisions of this Resolution and the attached table for purposes of resolving ambiguities. The City Manager, shall have the authority to authorize and require reasonable compensation for the temporary use of City property or receipt of City services not otherwise provided for in this Resolution or other applicable resolutions or ordinances. Such compensation shall be based upon the City's fully burdened hourly rates or costs as described in the Studies.

SECTION 9. Any increase or decrease in the fees listed on the Table shall take effect March 18, 2020 except those related to Community Development which will take effect April 18, 2020. Fees will subsequently increase or decrease on July 1st, annually, based on salary increase/decreases per current Memoranda of Understanding with City Employee bargaining groups for all fees not set by law.

SECTION 10. The City Clerk shall certify to the passage and adoption of this Resolution.

ADOPTED February 18, 2020.

AYES: Stern, Hadley, Montgomery and Mayor Hersman.  
NOES: Napolitano.  
ABSENT: None.  
ABSTAIN: None.

  
\_\_\_\_\_  
NANCY HERSMAN  
Mayor

ATTEST:

  
\_\_\_\_\_  
LIZA TAMURA  
City Clerk

FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>CITY CLERK</b>										
20-001	Initiative Petition Processing	A formal notice of intent to circulate an initiative petition for a municipal measure. [California Election Code Section - 9202(b)]		\$200	\$388	(\$188)	\$200	0%	Set by Statute	1
20-002	Candidate Processing	Process a candidate for office in the City not to exceed \$25. [California Election Code Section - 10228]		\$25	\$167	(\$142)	\$25	0%	Set by Statute	4
20-003	Candidate Statement	Process a candidate statement for publication electronically or in voter guide per California Election Code Section 13307.	Bi-Annual (10 or less)	Actual Cost	Actual Cost	\$0	Actual Cost	0%	Set by Statute	
20-004	Reproduction Service	Making a copy of a City document upon request. [Per City Resolution 6302]	Regular Copies	\$0.10	\$1.03	(\$0.93)	\$0.10	0%	Set by Resolution	2692
20-005			Election Documents	\$0.10	\$3.03	(\$2.93)	\$0.10	0%	Set by Resolution	0
20-006	Archive Retrieval	Based upon request, retrieve an archived document per box pickup, delivery, and re-file in storage. Direct cost to cover contractor costs		Actual Cost	\$68	0	Actual Cost	0%		0
20-007	Copy Service	Making a copy of an audiotape, CD, DVD, or PDF file.	Tape / CD / DVD / PDF	\$7	\$8	(\$1)	\$8	14%		14
20-008	Lobbyist Registration	Process registration for lobbyist.		\$14	\$30	(\$16)	\$30	114%		3
<b>FINANCE FEES</b>										
20-009	Return Check & Insufficient Funds Fee	Re-processing of checks or other payments due to insufficient funds. [California Civil Code Section 1719]	First Check	\$53	\$25	\$28	\$25	-53%	Set by Statute	77
20-010			Subsequent Check	\$53	\$35	\$18	\$35	-34%	Set by Statute	0
20-011	Business License Identification Decal	Issue a decal when a business license requires the use of a vehicle on request.		\$4	\$5	(\$1)	\$5	25%		1425
20-012	Custom License Listing Request	Providing a unique listing of customized business and animal licensing information.	Custom	\$40	\$40	\$0	\$40	0%		0
20-013			Existing	\$20	\$25	(\$5)	\$25	25%		12
20-014	Dog Licenses	Licensing of animals within the City Limits. - 50% discount for seniors 62+ with income under \$10,000. - No Charge for handicapped, disabled or seeing eye dogs. - Late Penalty of 20% per month not to exceed 100%.	Spayed / Neutered	\$20	\$21	(\$1)	\$21	5%		2428
20-015			All Others	\$52	\$48	\$4	\$48	-8%		154
20-016			Duplicate Tag	\$4	\$4	\$0	\$4	0%		14
<b>PARKS AND RECREATION FEES (NON-PROGRAM / ACTIVITY RELATED)</b>										
20-017	Banner Installation	Hanging a banner across the public right-of-way at the request of a private party.	Sepulveda Blvd.	\$300	\$372	(\$72)	\$372	24%		0
20-018			All Other	\$277	\$325	(\$48)	\$325	17%		15
20-019	Special Events Application	Processing a request for a special event within the City.	Pass-through (only City access no support)	\$809	\$662	\$147	\$662	-18%	Modified Structure	3
20-020			Repeat or Legacy (with no major changes)	\$809	\$977	(\$168)	\$977	21%	Modified Structure	15
20-021			New (or with major changes)	\$809	\$1,417	(\$608)	\$1,417	75%	Modified Structure	4

NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER.

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-022	Film Permits - Application	Review an application for a motion picture or still photography, which takes place in the City.	Motion Picture	\$489	\$528	(\$39)	\$528	8%		35
20-023			Still Photography	\$178	\$208	(\$30)	\$208	17%		13
<b>POLICE FEES</b>										
20-024	Amplified Sound Permit	Reviewing a Request to use amplified sound in a non-commercial area.		\$227	\$183	\$44	\$183	-19%	Set by Council Policy	46
20-025	Retail Firearm Permit	Review of a request to sell firearms within the City	New	\$1,012	\$944	\$68	\$944	-7%		0
20-026		Renewal of a request to sell firearms within the City.	Renewal	\$234	\$242	(\$8)	\$242	3%		1
20-027	Block Party Permit	Review an application for a block party. <i>Set by Council policy</i>		\$50	\$159	(\$109)	\$50	0%		37
20-028	Weapons Discharge Permit	Review an application for a weapons discharge permit within the City.		\$601	\$603	(\$2)	\$603	0%		0
<b>COMMUNITY AFFAIRS</b>										
20-029	Alarm System Permit	Registration of new property alarms within the City.	New	\$55	\$57	(\$2)	\$57	4%		318
20-030		Annual renewal of Alarm System Permits already registered within the City.	Renewal	\$25	\$29	(\$4)	\$29	16%		2491
20-031	Alarm School	As-needed class providing education and best practices for alarm system users who have had "false alarm" incidents. Completion forgives one invoice per year		\$64	\$91	(\$27)	\$91	42%		21
<b>TECHNICAL SUPPORT</b>										
20-032	Fingerprint Card / Live Scan	Fingerprint a person on a card or process a live scan fingerprint. This is the City's charge in addition to any DOJ fees.		\$19	\$23	(\$4)	\$23	21%	Set by Resolution	140
20-033	Digital Reproduction	Providing a Police audio recording upon request.	Audio	\$58	\$96	(\$38)	\$96	66%		1
20-034		Providing a police video recording upon request.	Video	\$131	\$213	(\$82)	\$213	63%		1
20-035	Police Record Clearance Letter	Research and prepare clearance letter for individuals requesting the service.		\$43	\$56	(\$13)	\$56	30%		16
20-036	Police Photos - Film & Digital	Providing copies of police photographs on request.	Per Photo / Page	\$5	\$6	(\$1)	\$6	20%		30
20-037		Providing copies of police photographs on a CD upon request.	Per CD	\$9	\$13	(\$4)	\$13	44%		4
20-038	Data Research and Release	Research and compilation of data in police records upon request.		\$105	\$119	(\$14)	\$119	13%		2
20-039	Special Business - DOJ Check	Processing an individual who is involved in the operation of certain special businesses, which involves checking that individual against the DOJ's records.		\$913	\$1,159	(\$246)	\$1,159	27%		0
20-040	Police Reports	Producing a copy of a police report upon request. <i>[Per City Resolution 6302]</i>	Per Page	\$0.10	\$0.10	\$0	\$0.10	0%		50

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume	
<b>JAIL OPERATIONS</b>											
20-041	Booking Fee	Process an individual under arrest for booking. *Plus additional County Fees		\$259	\$266	(\$7)	\$266	3%		68	
<b>PARKING</b>											
20-042	Impound Vehicle Release	Collection and release of vehicles impounded by the City.	Lot Release (at tow-yard)	\$118	\$137	(\$19)	\$137	16%		650	
20-043		Collection and field release of vehicles impounded by the City.	Field Release (on-street)	\$47	\$54	(\$7)	\$54	15%		17	
20-044	Vehicle Inspection / Correction	Inspect vehicle and sign-off citation for correctable violation.		\$26	\$27	(\$1)	\$27	4%		19	
20-045	Boot Removal	Installation and removal of a parking boot, due to non-payment of 5 or more parking citations.		\$109	\$183	(\$74)	\$183	68%		56	
20-046	Handicap Violation Waiver Admin Fee	Processing of repeated handicap violation waivers for citations issued to individuals with a handicapped placard. <b>No charge for the first waiver.</b>		\$25	\$32	(\$7)	\$32	28%		2	
<b>ANIMAL SERVICES</b>											
20-047	Animal Relinquishment	Pick up of dead animals for relinquishment on request.	Dead	\$107	\$118	(\$11)	\$118	10%		3	
20-048		Pick up of live animals for relinquishment on request.	Live Animal	\$213	\$236	(\$23)	\$236	11%		1	
20-049	Animal Quarantine Inspection	Inspection of a home and re-checks when an animal is required to be quarantined.		\$267	\$295	(\$28)	\$295	10%		0	
<b>FIRE</b>											
20-050	Fire Code Annual Permits / State Mandated Fire Inspections	Review, inspect and issue an annual permit based on the business operation as defined by the California Fire Code, Section 105.6, and occupancy classifications as determined by the California State Fire Marshal	<b>Single-Family Units</b>								
20-051			0-2,000 SF	\$223	\$232	(\$9)	\$232	4%		84	
20-052			2,000-10,000 SF	\$223	\$349	(\$126)	\$349	57%		29	
20-053			10,000+ SF	\$223	\$465	(\$242)	\$465	109%		2	
			Complex Building	Actual Cost	Actual Cost	\$0	Actual Cost	0%		2	
			<b>Multi-Family Units</b>								
20-054			3-10 units	\$0	\$232		\$232	0%		New Fee	240
20-055			11-20 units	\$0	\$349		\$349	0%		New Fee	54
20-056			20+ units	\$0	\$465		\$465	0%		New Fee	6
20-057			High Rise	\$782	\$813	(\$31)	\$813	4%			3
20-058		Issue a fire code permit for a soundstage involving a major review and inspection. (Per Soundstage) [Current fees collected by agreement.]	Soundstage	\$6,667	\$16,110	(\$9,443)	\$6,667	0%	Set by Agreement	15	

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Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume	
20-059	Fire, Temporary Permit	Review, inspect, and issue a permit for an event that will have one or more operational permits as defined by the California Fire Code, Section 105.6	Minor Event	\$279	\$290	(\$11)	\$290	4%		87	
20-060		Review, inspect and issue a permit for an event that consumes the time and resources of the fire department, based on the judgement of the Fire Marshal	Major Event	Actual Cost	\$560	0	Actual Cost	0%		6	
20-061		Review, inspect and issue a permit for an individual operation under the California Fire Code, Section 105.6 with specific start and end times	One Time Permit	\$279	\$290	(\$11)	\$290	4%		87	
20-062		A temporary permit may require a Fire Safety Officer to stand by during the course of the permit, as determined by the Fire Marshal. Staffing by the Fire Department for a major event	City Staff support Costs at Fully Burdened Rate/hour	Actual Cost	Actual Cost		Actual Cost	0%		20	
20-063	Fire Re-Inspection	Reinspection of an Annual Business Inspection or Temporary Permit **Per hour <del>***No charge for first two inspections.</del>		\$223	\$232	(\$9)	\$232	4%		10	
20-064	Fire Annual Business Inspection	Providing an annual fire and life safety inspection of a business with the City.  <del>***No Charge for first two inspections</del>	0-2,000 SF	\$276	\$347	(\$71)	\$220	-20%		50	
20-065			2,000-10,000 SF	\$404	\$511	(\$107)	\$335	-17%		6	
20-066			10,000+ SF	\$828	\$1,041	(\$213)	\$451	-46%		3	
20-067			Complex Building	Actual Cost	Actual Cost		Actual Cost	0%			
20-068	Fire Residential Sprinkler	Review a plan and inspect a residential fire sprinkler system for conformity with fire code requirements.	Plan Check	\$164	\$482	(\$318)	\$482	194%		106	
20-069			Inspection	\$220	\$307	(\$87)	\$307	40%		147	
20-070			Plan Check	\$288	\$482	(\$194)	\$482	67%		28	
20-071	Fire Commercial Sprinkler	Review a plan and inspect a commercial fire sprinkler system for conformity with fire code requirements.	Inspection:								
20-072			1-50 heads	\$276	\$365	(\$89)	\$365	32%		13	
20-073			51-100 heads	\$499	\$597	(\$98)	\$597	20%		6	
20-074	Fire Alarm System	Review a plan and inspect a fire alarm system for conformity with fire code requirements.	101+ heads	\$723	\$829	(\$106)	\$829	15%		11	
20-074			Plan Check	\$220	\$482	(\$262)	\$482	119%		20	
20-075			Inspection:								
20-075			0-2,000 SF	\$220	\$307	(\$87)	\$307	40%		44	
20-076		2,000-10,000 SF	\$332	\$423	(\$91)	\$423	27%		11		
20-077		10,000+ SF	\$555	\$655	(\$100)	\$655	18%		7		

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-078	Fire Protection System	Review a plan and inspect a fire protection system for conformity with fire code requirements, including items such as Hood / Suppression, Medical Gas System, Underground Fire Service Line, Underground Storage Tank, Above Ground Storage Tank, Private Fire Hydrant, etc.	Plan Check	\$276	\$504	(\$228)	\$504	83%		5
20-079			Inspection	\$443	\$539	(\$96)	\$539	22%		9
20-080	Fire Solar System - Variance Review	Review of solar system for variance from fire code. Variance may not be granted. Cost applies regardless of outcome.	Per review request	0	\$140		\$140	0%	New Fee	5
20-081	Fire Expedited Review	Request to process plan check in an expedited manner (includes 2 rechecks).	Per request	0	\$687		\$687	0%	New Fee	2
20-082	Fire Revision	Revision after a permit has been issued.	Revision - per revision	Actual Cost	Actual Cost		Actual Cost	0%	New Fee	5
20-083	Ambulance Transport	Ambulance transport with advanced life support. [Per Resolution 6262]	ALS	Current LA County Rate				0%	Set by Resolution	134
20-084			Ambulance transport with basic life support. [Per Resolution 6262]	BLS (Service provided by McCormick Ambulance)	Current LA County Rate				0%	Set by Resolution

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PLANNING FEES

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-085	Use Permit	Review an application for use permit for conformity with code requirements.	Use Permit	\$6,396	\$8,393	(\$1,997)	\$8,393	31%		3
20-086		Review an application for a master use permit for conformity with code requirements.	Master	\$9,875	\$10,908	(\$1,033)	\$10,908	10%		1
20-087		Review an application to amend a master use permit for conformity with code requirements	Amendment	\$5,126	\$7,414	(\$2,288)	\$7,414	45%		1
20-088		Review an application for a conversion to a master use permit from a use permit for conformity with code requirements.	Conversion	\$4,704	\$5,035	(\$331)	\$5,035	7%		3
20-089	Planned Development	Review an application for a Commercial Planned Development for conformity with code requirements.	Commercial	\$9,342	\$7,864	\$1,478	\$7,864	-16%		1
20-090		Review an application for a Residential Planned Development for conformity with code requirements.	Residential	\$6,244	\$8,393	(\$2,149)	\$8,393	34%		0

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-091	Planned Development (continued)	Review an application for a Sr. Citizen Residential Planned Development for conformity with code requirements.	Sr. Citizen Residential	\$6,244	\$8,393	(\$2,149)	\$8,393	34%		0
20-092	Coastal Development Permit	Review an application for a coastal development that involves a public hearing in an appealable area or an administrative permit, or a request to transfer an ownership of a coastal development permit.	Administrative	\$1,324	\$1,509	(\$185)	\$1,509	14%		28
20-093			Hearing	\$4,871	\$3,948	\$923	\$3,948	-19%		3
20-094			Hearing w / another discretionary application	\$2,142	\$1,940	\$202	\$1,940	-9%		8
20-095			Transfer	\$165	\$155	\$10	\$155	-6%		0
20-096	Variance	Review an application for a variance from the terms of the Zoning Code.		\$6,184	\$8,421	(\$2,237)	\$8,421	36%		1
20-097	Minor Exception	Review a proposed minor exception from the terms of the Zoning Code.	Without Notice - Small Project or Revision	\$1,477	\$353	\$1,124	\$353	-76%		12
20-098			With Notice or larger project or 3,000+ sq. ft.	\$1,985	\$1,575	\$410	\$1,575	-21%		27
20-099	Sign Exception	Review a proposed sign exception from the terms of the Zoning Code.		\$4,082	\$3,125	\$957	\$3,125	-23%		0
20-100	Tentative Parcel Map Review	Reviewing a tentative parcel (4 or fewer lots / units) map to identify any special conditions and determine extent to which it complies with appropriate code and State Subdivision Map Act Requirements.	Administrative	\$1,333	\$1,397	(\$64)	\$1,397	5%		5
20-101			Hearing	\$3,622	\$3,546	\$76	\$3,546	-2%		1
20-102			Hearing w / another discretionary application	\$1,402	\$1,301	\$101	\$1,301	-7%		3
20-103	Tentative Tract Map Review	Reviewing a tentative tract map (more than 4 lots or units) to identify any special conditions and determine extent to which it complies with appropriate code and State Subdivision Map Act Requirements.	Hearing	\$4,134	\$4,074	\$60	\$4,074	-1%		0
20-104			Hearing w / another discretionary application	\$1,338	\$1,493	(\$155)	\$1,493	12%		0
20-105	Lot Line Adjustment	Reviewing the proposed change to the property boundary into the same or fewer lots and issuing a certificate of compliance.		\$1,153	\$1,184	(\$31)	\$1,184	3%		5
20-106	Certificate of Compliance	Review of records in order to determine compliance with the Subdivision Map Act.		\$1,653	\$1,652	\$1	\$1,652	0%		1
20-107	Development Permit Amendment	Review an application for amending a Use Permit, Variance, Development Agreement and Residential, Commercial, or Senior Citizen Residential Planned Development.		\$4,949	\$5,035	(\$86)	\$5,035	2%		2
20-108	Telecomm. Antenna Permit		New - Private Property (Macro, Tower or other that is NOT a Small Cell or eligible facility)	\$2,746	\$2,428	\$318	\$2,428	-12%		1
20-109			Amendment - Private property (Macro, Tower or other that is NOT a Small Cell or eligible facility)	\$1,172	\$1,706	(\$534)	\$1,706	46%		2

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20-110	Telecomm. Antenna Permit (Continued)	Review an application for a Telecommunications Antenna Permit in order to ensure that it conforms to code requirements.	New in Public R-O-W (Tower or similar)	\$3,118	\$2,951	\$167	\$2,951	-5%	New Fee	12
20-111			New Amendment - Public ROW (Small Cell or eligible facility only) OR Amendment Public ROW - (Tower only or similar)	\$1,358	\$2,307	(\$949)	\$2,307	70%		10
20-112			New or Amendment antenna on City property	\$0	\$2,307		\$2,307	0%		2
20-113			Appeal of Directors decision for public ROW to Hearing officer	Hearing Officer Rate	Hearing Officer Rate	\$0	Hearing Officer Rate	0%		0
20-114			Add on fee for all Telecom Permits as needed for consultants	Actual Cost	Actual Cost	\$0	Actual Cost	0%		0
20-115	Small Day Care Center Permit	Review of a small day care center to ensure that it complies with code requirements		\$329	\$334	(\$5)	\$334	2%		0
20-116	Large Family Day Care Home Permit	Review an application for a permit for a large family day care home to ensure that it complies with code requirements, as well as inspecting the site.		\$1,225	\$1,224	\$1	\$1,224	-0.1%		0
20-117	Group Entertainment Permit	Review an initial application for Class I (ongoing) permit or a Class II (one-occasion) which allows for entertainment either incidental with the business being conducted or for which admission is being charged.	Class I	\$607	\$612	(\$5)	\$612	1%		0
20-118			Class II	\$662	\$670	(\$8)	\$670	1%		0
20-119			Renewal	\$424	\$418	\$6	\$418	-1%		0
20-120	Alcohol License Public Determination	Review of a public determination of convenience and necessity of a proposed alcohol license		\$1,828	\$950	\$878	\$950	-48%		0
20-121	Alcohol / Live Music	Add-on to specific development permits with alcohol or live music.		\$110	\$108	\$2	\$108	-2%		5
20-122	Bodywork (Massage)	Review an application for an owner of bodywork (massage) business for compliance with City codes and standards.	Application - Owner	\$399	\$411	(\$12)	\$411	3%		0
20-123		Review an application to change a business location for a bodywork operation.	Business Location Change	\$346	\$358	(\$12)	\$358	3%		0
20-124		Review documentation of a bodywork (massage) application which is associated with another special type of business and meets certain criteria.	Exemption	\$346	\$199	\$147	\$199	-42%		0

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume	
20-125	Sign Permit	Review an application for a permanent sign for conformity with code requirements.	Single Tenant	\$325	\$361	(\$36)	\$361	11%	Set by Council Policy	15	
20-126			Multi Tenant	\$489	\$510	(\$21)	\$510	4%		19	
20-127		Face Change	\$129	\$139	(\$10)	\$139	8%	8			
20-128		Review an application for a temporary sign for conformity with code requirements. <b>**Performance Bond also required.</b>	Temporary	\$227	\$247	(\$20)	\$247	9%		9	
20-129											
20-130	Sign Program	Administrative review of an application for a sign program for conformity with code requirements.		\$797	\$830	(\$33)	\$830	4%			2
20-131	Temporary Use Permit	Review an application for an administrative permit for a temporary use permit.	Standard	\$787	\$816	(\$29)	\$816	4%			2
20-132			Major	\$787	\$1,193	(\$406)	\$1,193	52%			0
20-133	Home Occupation Permit	Review an application for a home occupation business use for conformity with zoning regulations.		\$65	\$68	(\$3)	\$68	5%			63
20-134	Appeals	Process an appeal to the Planning Commission of an administrative decision. <b>This fee is set by Council Policy.</b>	Appeal to PC - Admin	\$500	\$3,039	(\$2,539)	\$500	0%			6
20-135		Appeal an administrative decision to the City Council. <b>This fee is set by Council Policy.</b>	Appeal to CC - Admin	\$500	\$3,039	(\$2,539)	\$500	0%			1
20-136		Process an appeal to the City Council of the PPIC - related to traffic. <b>This fee is set by Council Policy.</b>	Appeal to CC - PPIC (Traffic)	\$500	\$1,578	(\$1,078)	\$500	0%			2
20-137		Process an appeal to the City Council of the PPIC - related to encroachment. <b>This fee is set by Council Policy.</b>	Appeal to CC - PPIC (Encroachment)	\$500	\$1,947	(\$1,447)	\$500	0%		2	
20-138		Process an appeal to the City Council of a Planning Commission Decision. <b>This fee is set by Council Policy.</b>	Appeal to CC - PC	\$500	\$1,993	(\$1,493)	\$500	0%		1	
20-139	Continuance	Review of a request by the applicant to continue the review of a development application to a future meeting prior to the meeting.	Standard	\$460	\$455	\$5	\$455	-1%		4	
20-140			Extra Meeting	\$2,892	\$1,482	\$1,410	\$1,482	-49%		1	
20-141	Time Extension Plan Review	Review administratively a request for an extension of time to complete a planning entitlement.	Administrative	\$327	\$334	(\$7)	\$334	2%		0	
20-142			Discretionary	\$2,334	\$2,332	\$2	\$2,332	-0.1%		0	

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-143	Encroachment Permit	Review a permit for a right-of-way (permanent) private encroachment.	R-O-W Development	\$1,624	\$1,770	(\$146)	\$1,770	9%		33
20-144		Review a permit for transfer, revision, or minor permanent private encroachment.	Transfer / Revision / Minor	\$758	\$767	(\$9)	\$767	1%		36
20-145	City Fence Agreement	Review of a proposed non-standard fence which abuts the public right-of-way		\$319	\$353	(\$34)	\$353	11%		1
20-146	New / Change Building Address Process	Processing a request to number or re-number a building lot.	Minor	\$339	\$348	(\$9)	\$348	3%		15
20-147			Major	\$899	\$954	(\$55)	\$954	6%		15
20-148	Planning Extra Plan Check	An hourly fee for plan checks over the standard number of plan checks within the Planning Dept.		\$151	\$136	\$15	\$136	-10%		5
20-149	Zoning Business Review	Review of a new business for conformance with Zoning Codes.		\$68	\$68	\$0	\$68	0%		104
20-150	Outdoor Display Permit	Review an application to issue a permit for an outdoor display of merchandise in order to ensure conformity with code requirement.		\$160	\$159	\$1	\$159	-1%		2
20-151	Temporary Encroachment Permit (Sidewalk Dining Permit)	Review an application to issue a permit for a sidewalk dining permit in order to ensure conformity with code requirements.		\$283	\$192	\$91	\$192	-32%		2
20-152	Zoning Report	Providing written report on the zoning regulations for a particular property.		\$535	\$553	(\$18)	\$553	3%		2
20-153	Zoning Code Interpretation	Reviewing a request for an interpretation of the Municipal Code regarding zoning and issuing a report on it.		\$463	\$466	(\$3)	\$466	1%		2
20-154	Final Parcel Map Review	Reviewing final parcel map to determine extent to which it complies with appropriate code requirements. **Map Copy Deposit of \$500		\$539	\$601	(\$62)	\$601	12%		7
20-155	Plan Check / Inspection - Landscape & Irrigation	Review an application for landscape and irrigation to conform to code requirements.	SFR 0 - 7,500 Sq. Ft.	\$595	\$503	\$92	\$503	-15%		3
20-156			MFR / Comm. / SFR > 7,500 Sq. Ft.	\$1,122	\$916	\$206	\$916	-18%		2
20-157	Reasonable Accommodation Process	Review a request to receive a reasonable accommodation for disabled persons		0	\$343		\$343	0%	New Fee	3
20-158	Precise Development Plan - Affordable Housing	Reviewing a precise development plan specific to affordable housing requirements.		0	\$4,077		\$4,077	0%	New Fee	1
20-159	Site Development Plan	Review a site development plan for Multi-Family Housing developments of 6 or more units.		0	\$6,388		\$6,388	0%	New Fee	1
20-160	Emergency Shelters - PS and IP zones only	Review of emergency shelters for conformance with Zoning Code.		0	\$2,583		\$2,583	0%	New Fee	1
20-161	Mills Act Contract	Contract Maintenance is an ongoing Annual Fee, starting one year after final approval of the Contract and annually thereafter for the life of the Mills Act contract. If done separately from Landmark Designation, then the following fees shall apply. If done the same time as designation - add on fee of \$1000 will apply		0	\$7,455		\$7,455	0%	Set by Council Policy	1

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-162	Historic Preservation Designation	Review of applications for historic preservation designation.	Landmark	0	\$8,015		\$1,000	0%	Set by Council Policy	1
20-163			Historic District	0	\$8,015		\$1,000	0%	Set by Council Policy	1
20-164			Conservation District	0	\$4,160		\$1,000	0%	Set by Council Policy	1
20-165			Amendment or Recession	0	\$6,681		\$6,681	0%	Set by Council Policy	1
20-166			Administrative	0	\$2,146		\$2,146	0%	Set by Council Policy	1
20-167	Historic Preservation Certificate of Appropriateness	Review of Historic Preservation Certificate of appropriateness.	Commission	0	\$8,633		\$8,633	0%	Set by Council Policy	1
20-168			Economic Hardship	0	\$4,838		\$0	0%	Set by Council Policy	1
20-169	Noticing Fees	Support associated with conducting noticing on planning applications.	Coastal Permit - 100ft radius	72	\$182	-110	\$182	153%	New Fee	30
20-170			Large Family Day Care - 100 ft radius	72	\$56	16	\$56	-22%	Modified Structure	1
20-171			Minor Exception - 300 ft radius	72	\$129	-57	\$129	79%	New Fee	3
20-172			Other Permits - 300-500 ft radius	72	\$263	-191	\$263	265%	New Fee	45
20-173			Code, General Plan, or Zoning Amendments	72	\$588	-516	\$588	717%	New Fee	1
<b>TRAFFIC ENGINEERING</b>										
20-174	Development (Parking) Traffic Review	Review of parking / traffic conditions for development permits, including environmental assessment and amendment to development permits.	Development Permits	\$1,149	\$879	\$270	\$879	-23%		15
20-175			Environmental Assessment / Amendment to Dev. Permits	\$711	\$1,516	(\$805)	\$1,516	113%		1
20-176	Reserved Parking	Reserve parking per vehicle or moving van permit.	Per Parking Space	\$80	\$76	\$4	\$76	-5%		304
20-177	Parking Request	Administrative Review of a parking-related issue, such as a request for a red zone or disabled parking space. <i>This fee is set by Council Policy</i>		\$100	\$460	(\$360)	\$100	0%	Set by Council Policy	25
20-178	Traffic Request	Administrative Review of a limited scale traffic-related issue, such as a request for installation of a crosswalk or traffic calming measure. <i>This fee is set by Council Policy</i>		\$100	\$460	(\$360)	\$100	0%	Set by Council Policy	5
20-179	Stop Sign Request (2nd Request)	Processing a request to install a stop sign following initial denial / approval. <i>This fee is set by Council Policy</i>		\$500	\$2,128	(\$1,628)	\$500	0%	Set by Council Policy	0
20-180	Appeal to PPIC	Appeal an administrative decision to the Parking & Public Improvement Commission. <i>This fee is set by Council Policy</i>	Traffic	\$500	\$3,098	(\$2,598)	\$500	0%	Set by Council Policy	0
20-181			Encroachment	\$500	\$3,778	(\$3,278)	\$500	0%	Set by Council Policy	0
20-182	Construction Management and Parking Plan Review Fee	Supplemental traffic and parking review of remodels or minor projects.	Per Location		\$102		\$102	0%	New Fee	36

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>BUILDING DIVISION FEES - FLAT AND MISCELLANEOUS</b>										
20-183	Building / Trades Permit Extension	Extension of building, mechanical, electrical, or plumbing permit prior to building permit expiration	Permit Extension	\$108	\$76	\$32	\$76	-30%	New Fee	50
20-184	Building / Trades Permit Reinstatement	Reinstatement of an expired building, mechanical, electrical, or plumbing permit. [See MBMC 9.01.050]	Permit Reinstatement	\$0	\$148		\$148	0%		20
20-185	Building / Trades Plan Check Extension	Extension of building, mechanical, electrical, or plumbing plan check prior to plan check expiration	Plan Check Extension	\$0	\$76		\$76	0%		50
20-186	Building / Trades Plan Check Reinstatement	Reinstatement of expired plan check associated with building, mechanical, electrical, or plumbing permits.	Plan Check Reinstatement	\$0	\$114		\$114	0%		20
20-187	Building / Trades Extra Plan Check	Plan Checks over the standard number of plan checks or for non-standard applications.	Processing Fee	\$53	\$65	(\$12)	\$65	23%		169
20-188			Hourly Rate	\$149	\$161	(\$12)	\$161	8%		122
20-189	Re-Inspection / Extra Inspection	Request for a reinspection or extra inspection over the standard number of inspections (3) of a building site. (1-hr minimum)	Processing Fee	\$35	\$65	(\$30)	\$65	86%		8
20-190			Hourly Rate	\$125	\$138	(\$13)	\$138	10%		24
20-191	Custom Building Inspection	Inspection requested on a non-inspector working day. (4-hr min.)	Base Fee (4hrs)	\$535	\$582	(\$47)	\$582	9%		5
20-192			Each Addl. Hour	\$125	\$138	(\$13)	\$138	10%		2
20-193	Construction Operation After Hours Application	Reviewing an application for construction operation for work done after hours.	Request for Interior Commercial	\$186	\$149	\$37	\$149	-20%	Modified Structure	12
20-194			Request for Exterior Commercial	\$186	\$733	(\$547)	\$733	294%		2
20-195	Building Demolition	Review and inspection of a building demolition to ensure compliance with City Codes.	Partial	\$544	\$620	(\$76)	\$620	14%	146	
20-196			Full	\$544	\$423	121	\$423	-22%	50	
20-197	Moving a Building	Review an application for moving a building within the City.		\$3,353	Actual Cost	0	Actual Cost	0%	0	
20-198	Construction Site Sign Production	Processing and production of contractor information signs for construction sites.	Base Fee	\$26	\$32	(\$6)	\$32	23%	100	
20-199			Per Sign	\$30	\$30	\$0	\$30	0%	100	
20-200	Building Permit Transfer	Transfer the ownership of a permit.		\$53	\$65	(\$12)	\$65	23%	10	
20-201	Residential Bldg Records Report	Provide a building records report on an address.	Per Application	\$309	\$294	\$15	\$294	-5%	450	
20-202			Duplicate	\$53	\$43	\$10	\$43	-19%	40	
20-203	Staging Residential	Review request for staging for residential properties.		\$761	\$295	\$466	\$295	-61%	40	

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-204	Temporary Certificate of Occupancy	Review request for a temporary Certificate of Occupancy to allow for occupancy before the final certificate is issued.	Certificate	\$1,760	\$666	\$1,094	\$666	-62%		40
20-205			Extension	\$237	\$302	(\$65)	\$302	27%		0
20-206	Board of Building Appeals	Processing an appeal of a Building Administrative Decision to the Board of Building Appeals.		\$488	\$938	(\$450)	\$938	92%		0
20-207	Comm Dev Refund Processing	Processing a refund of a Community Development fee due to the actions of the applicant.		\$92	\$112	(\$20)	\$112	22%		50
20-208	Comm Dev Record Retention	Retaining a permanent copy of records in Community Development.	Base Fee	\$35	\$43	(\$8)	\$43	23%		1400
20-209			Digital Copy	\$53	\$65	(\$12)	\$65	23%		10
20-210			Data Extraction:	\$67	\$83	(\$16)	\$83	24%		2
20-211	Garage Sale Permit	Review an application for a garage and yard sale permit. The municipal code allows 3 permits per household per year.		\$8	\$11	(\$3)	\$11	38%		37
<b>Building Permits (Combination)</b>										
20-212	Kitchen / Bathroom Remodel	Review and inspection of residential kitchen / bathroom remodels	Up to 500 sq ft	0	\$825		\$825	0%		70
20-213			501-1,000 sq ft	0	\$1,100		\$1,100	0%		15
20-214			1,000+ sq ft	0	\$1,375		\$1,375	0%		3
20-215			Each addl 500 sq. ft.	0	\$287		\$287	0%		1
20-216	New Pool / Spa	Review and inspection of new pool or spa being installed.	Residential	\$259	\$978	(\$719)	\$978	278%		64
20-217			Commercial	\$259	\$1,423	(\$1,164)	\$1,423	449%		1
20-218	New Pool / Spa with Vault	Review and inspection of new pool or spa with a vault	Residential	\$259	\$1,560	(\$1,301)	\$1,560	502%		2
20-219			Commercial	\$259	\$2,037	(\$1,778)	\$2,037	686%		1
<b>Building Permits (Miscellaneous)</b>										
20-220	Grading Fees - Plan Check	Review of application associated with reviewing different grading categories	51-1,000 CY	\$220	\$1,002	(\$782)	\$1,002	355%		20
20-221			1,001-10,000 CY	\$220	\$1,245	(\$1,025)	\$1,245	466%		29
20-222			10,001-100,000 CY	\$343	\$1,487	(\$1,144)	\$1,487	334%		4
20-223	Shoring Plan Check and Inspection	Reviewing and inspection of shoring requirements	500 sq. ft.	\$780	\$1,189	(\$409)	\$1,189	52%		5
20-224			1,000 sq. ft.	\$1,201	\$1,622	(\$421)	\$1,622	35%		30
20-225			3,000 sq. ft.	\$3,713	\$1,812	\$1,901	\$1,812	-51%		15
20-226			5,000 sq. ft.	\$4,501	\$2,330	\$2,171	\$2,330	-48%		3

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-227	Solar Permit Plan Check and Inspection	Review and inspect Solar / PV Permits for building and fire codes <i>[Plan Check and Inspection are set by council at \$50 each and both are required for permit issuance]</i>	Residential	\$100	\$703	(\$603)	\$100	0%	Set by Council Policy Set by Council Policy Set by Council Policy	65
20-228			Commercial up to 50 kw	\$100	\$1,577	(\$1,477)	\$100	0%		42
20-229			Commercial 51-250 kw	\$100	\$1,835	(\$1,735)	\$100	0%		1
20-230	Summary of Accessibility Upgrades for Commercial Projects	Review of accessibility upgrade hardship application.	Existing Buildings Valued less than LA County Accessibility Code	\$286	\$1,132	(\$846)	\$1,132	296%		10
20-231			Existing Buildings Valued more than LA County Accessibility Code	\$286	\$1,512	(\$1,226)	\$1,512	429%		2
20-232	Remodel Residential Pool / Spa	Review and inspection of residential pool and spa remodels for each discipline reviewed (electrical, plumbing, mechanical)	Remodel - per discipline	\$259	\$655	(\$396)	\$655	153%		5
20-233	Tenant Improvement Commercial Pool / Spa	Review and inspection of commercial pool and spa remodels for each discipline reviewed (electrical, plumbing, mechanical)	Ti - per discipline	\$259	\$1,043	(\$784)	\$1,043	303%		1
20-234	Residential Room Addition / Remodel	Review and inspection of residential room addition and / or remodel.	Up to 500 sq. ft.		\$954		\$954	0%	Modified Structure	103
20-235			501-1,000 sq. ft.		\$1,553		\$1,553	0%	Modified Structure	18
20-236			1,000+ sq. ft.		\$1,877		\$1,877	0%	Modified Structure	35
20-237			Each addl 500 sq. ft. above 1,000 sq. ft.		\$287		\$287	0%	Modified Structure	20
20-238	Windows / Doors	Review and inspection of window / door permits per City standard form.	Up to 5		\$550		\$550	0%	Modified Structure	23
20-239			Greater than 5		\$687		\$687	0%	Modified Structure	30
20-240	Tent Permit (Building)	Review and inspection of temporary tents	Up to 400 sq. ft.		\$1,208		\$1,208	0%	Modified Structure	1
20-241			401-1,500 sq. ft.		\$1,831		\$1,831	0%	Modified Structure	4
20-242			1,500+ sq. ft.		\$3,009		\$3,009	0%	Modified Structure	1
20-243	Decks / Porches / Patios / Pergolas / Gazebos	Review and inspection of standalone decks / porches / patios / pergolas. Gazebos	Up to 500 sq. ft.		\$2,312		\$2,312	0%	Modified Structure	3
20-244			Greater than 500 sq. ft.		\$3,243		\$3,243	0%	Modified Structure	2
20-245			Addl 500 sq. ft.		\$368		\$368	0%	Modified Structure	1
20-246	Fences (greater than 6')	Review and inspection of standalone fences greater than 6'	All Others		\$768		\$768	0%	Modified Structure	10
20-247			ROW Adjacent		\$946		\$946	0%	Modified Structure	2
20-248	Retaining Wall	Review and inspection of retaining walls and block walls.	Retaining Wall		\$1,362		\$1,362	0%	Modified Structure	50
20-249	Block Walls		Block Wall		\$917		\$917	0%	Modified Structure	10

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-250	Re-Roof	Review and inspection of re-roofing projects for residential and commercial projects.  Note: Does not include reroof with solar. Separate permit required for solar panels.	Residential		\$542		\$542	0%	Modified Structure	233
20-251			Commercial - Up to 1,500 sq. ft.		\$542		\$542	0%	Modified Structure	185
20-252			Commercial - 1,501-5,000 sq. ft.		\$610		\$610	0%	Modified Structure	5
20-253			Commercial - Greater than 5,000 sq. ft.		\$679		\$679	0%	Modified Structure	1
20-254			Commercial - Each Addl. 1,000 sq.ft. above 5,000 sq.. ft.		\$103		\$103	0%	Modified Structure	0
20-255	Re-Stuccoing / Siding / Façade	Review and inspection of standalone re-stucco / siding / façade projects.			\$687		\$687	0%	Modified Structure	10
<b>Mechanical, Electrical, and Plumbing Permits</b>										
<b>Electrical</b>										
20-256	Miscellaneous Electrical Permit	Review and inspection of standard and standalone over the counter electrical projects.		\$68	\$315	(\$247)	\$315	363%		54
20-257	Temporary Power Pole	Review and inspection for each temporary power pole or piggy-back pole.		\$112	\$315	(\$203)	\$315	181%		31
20-258	EV Charging Station	Review and inspection of EV Charging Stations	Residential	0	\$422		\$422	0%	New Fee	12
20-259			Commercial	0	\$529		\$529	0%	New Fee	4
20-260	Battery Backup	Review, inspect and issue permit for battery backups.		0	\$422		\$422	0%	New Fee	43
20-261	Residential Remodel / Addition	Electrical upgrades to residential additions or remodel projects	per sq. ft.	0	\$0.74		\$0.74	0%	Modified Structure	120
20-262	Commercial Tenant Improvement	Electrical upgrades, additions, or improvement to commercial / non-residential projects	per sq. ft.	0	\$0.58		\$0.58	0%	Modified Structure	60
<b>Mechanical</b>										
20-263	Miscellaneous Mechanical Permit	Review and inspection of standard and standalone over the counter mechanical permits.		\$68	\$283	(\$215)	\$283	316%		1
20-264	HVAC Permit	Review and inspection of HVAC permits	New / Relocate	\$68	\$670	(\$602)	\$670	885%		36
20-265			Replacement / Change-Out	\$68	\$464	(\$396)	\$464	582%		28
20-266	Residential Remodel / Addition	Mechanical upgrades to residential additions or remodel projects	per sq. ft.	0	\$0.65		\$0.65	0%	Modified Structure	60
20-267	Commercial Tenant Improvement	Mechanical upgrades, additions, or improvement to commercial / non-residential projects	per sq. ft.	0	\$0.56		\$0.56	0%	Modified Structure	20

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FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>Plumbing</b>										
20-268	Miscellaneous Plumbing Permit	Review and inspection of standard and standalone over the counter plumbing permits.		\$68	\$315	(\$247)	\$315	363%		46
20-269	Water Heater Permit	Review and inspection of water heater permit		\$92	\$283	(\$191)	\$283	208%		20
20-270	Cesspool Removal Fee	Review and inspection for cesspool removal		0	\$335		\$335	0%	New Fee	0
20-271	Residential Remodel / Addition	Plumbing upgrades to residential additions or remodel projects	per sq. ft.	0	\$0.65		\$0.65	0%	New Fee	40
20-272	Commercial Tenant Improvement	Plumbing upgrades, additions, or improvement to commercial / non-residential projects	per sq. ft.	0	\$0.56		\$0.56	0%	New Fee	20
<b>Code Enforcement Fees</b>										
20-273	Violation Inspection Fee	Per hour violation inspection fee for code enforcement violations (2-hr min.)		0	\$232		\$232	0%	New Fee	500
20-274	Non-Compliance Fee	Per Hour fee for non-compliance related inspections (6-hr min)		0	\$697		\$697	0%	New Fee	200
<b>RIGHT-OF-WAY (ROW) FEES</b>										
20-275	Temporary Encroachment Permit - In ROW for Extended Period of Time		Pedestrian Canopy	\$247	\$310	(\$63)	\$310	26%		1
20-276			Temp Fencing	\$247	\$310	(\$63)	\$310	26%		1
20-277			Scaffolding	\$247	\$310	(\$63)	\$310	26%		2
20-278			Extend	\$0	\$60		\$60	0%	New Fee	0
20-279			Reinstate	\$0	\$60		\$60	0%	New Fee	0
20-280	Street Use Permit - Temporary Use of Street Affecting Traffic		POD/ Roll-Off Bin or Lowboy	\$130	\$398	(\$268)	\$398	206%		16
20-281			Crane	\$247	\$290	(\$43)	\$290	17%		18
20-282			Concrete Pour	\$247	\$290	(\$43)	\$290	17%		4
20-283			Delivery/Hauling of Materials	\$247	\$290	(\$43)	\$290	17%		8
20-284			Storage of Materials	\$247	\$290	(\$43)	\$290	17%		1
20-285			Equipment / Material Staging	\$247	\$290	(\$43)	\$290	17%		0
20-286			Deposit for POD / Roll-Off Bin	\$465	\$465	\$0	\$465	0%		25
20-287			Add-Ons	\$0	\$53		\$53	0%	New Fee	0
20-288			Extend	\$0	\$53		\$53	0%	New Fee	0
20-289			Sandblasting	\$247	\$227	\$20	\$227	-8%		1
20-290	Public Works Permit - Generally Requires Special Rules or Review		Vehicle on Strand or Walk Street	\$340	\$447	(\$107)	\$447	31%		60
20-291			Over Quantitative Discharge	\$240	\$227	\$13	\$227	-5%		0
20-292			Well Monitoring	\$0	\$227		\$227	0%	New Fee	0
20-293			Add-Ons	\$0	\$60		\$60	0%	New Fee	0
20-294			Extend	\$0	\$60		\$60	0%	New Fee	0

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER.

FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume			
<b>Non-Utility Excavation</b>													
20-295	Excavation Permit - Involves Breaking Ground/Infrastructure		Curb & Gutter	\$231	\$557	(\$326)	\$557	141%		140			
20-296			Sidewalk	\$231	\$557	(\$326)	\$557	141%		9			
20-297			Driveway Approach	\$231	\$557	(\$326)	\$557	141%		11			
20-298			Add-Ons	\$0	\$60		\$60	0%		New Fee	0		
20-299			Extend	\$0	\$60		\$60	0%		New Fee	0		
<b>Utility Excavation</b>													
20-300					Sewer Line	\$393	\$557	(\$164)	\$557	42%		8	
20-301					Water Line	\$393	\$557	(\$164)	\$557	42%		6	
20-302					Undergrounding	\$393	\$557	(\$164)	\$557	42%		3	
20-303					Sewer/Water Line Combo	\$393	\$557	(\$164)	\$557	42%		46	
20-304	Add-Ons	\$0			\$60		\$60	0%	New Fee	0			
20-305	Extend	\$0			\$60		\$60	0%	New Fee	0			
<b>Utility Company Excavation</b>													
20-306					0-200 l.f.	\$393	\$641	(\$248)	\$641	63%		150	
20-307					200+ l.f.	\$1,038	\$1,128	(\$90)	\$1,128	9%		0	
20-308					200+ l.f. per l.f.	\$2	\$2	\$0	\$2	0%		1	
20-309			Extra Inspections - per hr	\$0	\$110		\$110	0%	New Fee	0			
20-310			Extend	\$0	\$60		\$60	0%	New Fee	0			
20-311			Lane Closure - Secondary Permit Only		Simple	\$247	\$106	\$141	\$106	-57%		239	
20-312					Complex / Custom (incl. 1-hr of inspection)	\$931	\$453	\$478	\$453	-51%		163	
20-313					Extra Inspections - per hr	\$0	\$110		\$110	0%		New Fee	0
20-314					Add-Ons	\$0	\$25		\$25	0%		New Fee	0
20-315					Extend	\$0	\$25		\$25	0%		New Fee	0
20-316	Oversize Permit				Individual	\$16	\$106	(\$90)	\$106	563%			120
20-317			Annual	\$90	\$85	\$5	\$85	-6%	2				
20-318			Extend	\$0	\$25		\$25	0%	New Fee	0			
<b>PUBLIC WORKS FEES</b>													
<b>ADMINISTRATIVE</b>													
20-319	Barricade Rental	Assist residents with the daily rental of barricades without and with flasher, 8ft. In length, delineators, 18 inch cones and temporary no parking cardboard signs for block parties. This permit includes two 8' Street Closure Barricades.	Block Party Package	\$26	\$36	(\$10)	\$36	38%		37			
20-320		Assist residents with the daily rental of delineators, 18 inch cones and temporary no parking cardboard signs for moving purposes.	Moving Package - Standard	\$30	\$40	(\$10)	\$40	33%		126			
20-321		*Includes the price of the delineators and signs.	Moving Package - Deluxe	\$45	\$51	(\$6)	\$51	13%		51			

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER

FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>CIVIL ENGINEERING</b>										
20-322	Final Tract Map Review	Reviewing the final tract map to determine extent to which it complies with appropriate code requirements. <b>**Map Copy Deposit of \$500</b>	Application	\$748	\$852	(\$104)	\$852	14%		1
20-323	New / Relocate Utility Pole	Review a request for a new or relocated utility pole.	Standard	\$2,091	\$2,397	(\$306)	\$2,397	15%		0
20-324		Review a request for a new or relocated utility pole requiring PPIC review.	PPIC Review	\$2,614	\$3,001	(\$387)	\$3,001	15%		0
20-325	Online Bid and Proposal Service Fee for Capital Projects and (Public Construction)	Service fee associated with setting up, loading digital plans, specifications and other bidding documents on-line to facilitate bid submittal online by contractors.	Simple Projects (Under \$100k)	\$0	\$60		\$60	0%	New Fee	0
20-326			Moderately Complex Projects (\$100k-\$500k)	\$0	\$81		\$81	0%	New Fee	0
20-327			Complex Projects (Greater than \$500k)	\$0	\$100		\$100	0%	New Fee	0
<b>TREES</b>										
20-328	Tree Permit - Private Property	Remove, replace, or protect a tree on private property under the terms of the Tree Ordinance.	Dead / Dying Tree	\$322	\$420	(\$98)	\$100	-69%	Set by Council	9
20-329			Removal / Replacement	\$481	\$664	(\$183)	\$100	-79%	Set by Council	9
20-330			Protection	\$352	\$790	(\$438)	\$100	-72%	Set by Council	6
20-331			Removal in Public Right-of-Way	\$210	\$285	(\$75)	\$100	-52%	Set by Council	37
20-332	Tree Trimming Permit	Review and inspect tree trimming request.	Private Property	\$65	\$83	(\$18)	\$83	28%		1
20-333			In Public ROW	\$65	\$138	(\$73)	\$138	112%		1
<b>UTILITIES</b>										
20-334	Commercial SUSMP Review	Review of a commercial stormwater mitigation plan for compliance with national and local stormwater standards.		\$776	\$846	(\$70)	\$846	9%		5
20-335	Temporary Water Meter Rental	Install or move a temporary 3" fire hydrant meter at a construction site. <b>**Meter deposit of \$1,500 required.</b>	Installation	\$97	\$241	(\$144)	\$241	148%		10
20-336			Move	\$77	\$145	(\$68)	\$145	88%		5
20-337	Water Meter Test	Field or bench calibration of a water meter upon a request by a resident or business. <b>**Charges are refundable if meter is running fast.</b>	5/8" - 1" meter	\$250	\$355	(\$105)	\$355	42%		0
20-338			1.5"+ meter	\$327	\$433	(\$106)	\$433	32%		0

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER.

FY2020 ADOPTED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-339	Water Service Turn-On	Turning on water service after water service has been turned off to a residence or business for contractor to work on water system or for non-payment of water bill. **\$15 collection for payment in the field.	Monday - Thursday 8:00 am - 4:30 pm	\$47	\$154	(\$107)	\$154	228%		80
20-340		***5% Penalty on unpaid water bills (per Resolution 5726).	Afterhours, weekends, or holidays	\$218	\$369	(\$151)	\$369	69%		30
20-341	Water Meter Installation Inspection	Installation of new water meter upon request  **Material costs not included	3/4" - 1" meter	\$71	\$96	(\$25)	\$96	35%		60
20-342			1" - 2" meter	\$122	\$164	(\$42)	\$164	34%		0
20-343			Greater than 2" meter	Actual Cost	Actual Cost	0	Actual Cost	0%		0
20-344	F.O.G. & Clean Bay Restaurant Inspections	Annual inspection of kitchen equipment/fixtures and Best Management Practices for compliance with stormwater and wastewater regulation compliance.	Initial Inspection	\$200	\$193	\$7	\$193	-4%		107
20-345			Follow-up Inspection	\$109	\$139	(\$30)	\$139	28%		2
20-346	Clean Bay Restaurant Inspection for Stormwater Permit Compliance	Annual inspection of kitchen equipment / fixtures and best management practices for compliance with stormwater regulation compliance. **Plus additional County Fees		\$204	\$221	(\$17)	\$221	8%		177
20-347	Waste Management Plan	Review & processing of the plan and weight tickets for any demolition or remodel over \$100,000 in value for its waste management impact.		\$252	\$280	(\$28)	\$280	11%		352

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER

# FEES SET BY COUNCIL

FY2020 PROPOSED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>POLICE FEES</b>										
20-027	Block Party Permit	Review an application for a block party. <i>Set by Council policy</i>		\$50	\$159	(\$109)	\$50	0%	Set by Council Policy	37
<b>PLANNING FEES</b>										
20-134	Appeals	Process an appeal to the Planning Commission of an administrative decision. <i>This fee is set by Council Policy.</i>	Appeal to PC - Admin	\$500	\$3,039	(\$2,539)	\$500	0%	Set by Council Policy	6
20-135		Appeal an administrative decision to the City Council. <i>This fee is set by Council Policy.</i>	Appeal to CC - Admin	\$500	\$3,039	(\$2,539)	\$500	0%	Set by Council Policy	1
20-136		Process an appeal to the City Council of the PPIC - related to traffic. <i>This fee is set by Council Policy.</i>	Appeal to CC - PPIC (Traffic)	\$500	\$1,578	(\$1,078)	\$500	0%	Set by Council Policy	2
20-137		Process an appeal to the City Council of the PPIC - related to encroachment. <i>This fee is set by Council Policy.</i>	Appeal to CC - PPIC (Encroachment)	\$500	\$1,947	(\$1,447)	\$500	0%	Set by Council Policy	2
20-138		Process an appeal to the City Council of a Planning Commission Decision. <i>This fee is set by Council Policy.</i>	Appeal to CC - PC	\$500	\$1,993	(\$1,493)	\$500	0%	Set by Council Policy	1
20-161	Mills Act Contract	Contract Maintenance is an ongoing Annual Fee, starting one year after final approval of the Contract and annually thereafter for the life of the Mills Act contract. If done separately from Landmark Designation, then the following fees shall apply. If done the same time as designation - add on fee of \$1000 will apply		0	\$7,455		\$7,455	0%	Set by Council Policy	1
20-162	Historic Preservation Designation	Review of applications for historic preservation designation.	Landmark	0	\$8,015		\$1,000	0%	Set by Council Policy	1
20-163			Historic District	0	\$8,015		\$1,000	0%	Set by Council Policy	1
20-164			Conservation District	0	\$4,160		\$1,000	0%	Set by Council Policy	1
20-165			Amendment or Recession	0	\$6,681		\$6,681	0%	Set by Council Policy	1
20-166	Historic Preservation Certificate of Appropriateness	Review of Historic Preservation Certificate of appropriateness.	Administrative	0	\$2,146		\$2,146	0%	Set by Council Policy	1
20-167			Commission	0	\$8,633		\$8,633	0%	Set by Council Policy	1
20-168			Economic Hardship	0	\$4,838		\$0	0%	Set by Council Policy	1

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER

FY2020 PROPOSED FEE SCHEDULE

Reference	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>TRAFFIC ENGINEERING</b>										
20-177	Parking Request	Administrative Review of a parking-related issue, such as a request for a red zone or disabled parking space. <i>This fee is set by Council Policy</i>		\$100	\$460	(\$360)	\$100	0%	Set by Council Policy	25
20-178	Traffic Request	Administrative Review of a limited scale traffic-related issue, such as a request for installation of a crosswalk or traffic calming measure. <i>This fee is set by Council Policy</i>		\$100	\$460	(\$360)	\$100	0%	Set by Council Policy	5
20-179	Stop Sign Request (2nd Request)	Processing a request to install a stop sign following initial denial / approval. <i>This fee is set by Council Policy</i>		\$500	\$2,128	(\$1,628)	\$500	0%	Set by Council Policy	0
20-180	Appeal to PPIC	Appeal an administrative decision to the Parking & Public Improvement Commission. <i>This fee is set by Council Policy</i>	Traffic	\$500	\$3,098	(\$2,598)	\$500	0%	Set by Council Policy	0
20-181			Encroachment	\$500	\$3,778	(\$3,278)	\$500	0%	Set by Council Policy	0
<b>Building Permits (Miscellaneous)</b>										
20-227	Solar Permit Plan Check and Inspection	Review and inspect Solar / PV Permits for building and fire codes <i>[Plan Check and Inspection are set by council at \$50 each and both are required for permit issuance]</i>	Residential	\$100	\$703	(\$603)	\$100	0%	Set by Council Policy	65
20-228			Commercial up to 50 kw	\$100	\$1,577	(\$1,477)	\$100	0%	Set by Council Policy	42
20-229			Commercial 51-250 kw	\$100	\$1,835	(\$1,735)	\$100	0%	Set by Council Policy	1
<b>TREES</b>										
20-328	Tree Permit - Private Property	Remove, replace, or protect a tree on private property under the terms of the Tree Ordinance.	Dead / Dying Tree	\$322	\$420	(\$98)	\$100	-69%	Set by Council Policy	9
20-329			Removal / Replacement	\$481	\$664	(\$183)	\$100	-79%	Set by Council Policy	9
20-330			Protection	\$352	\$790	(\$438)	\$100	-72%	Set by Council Policy	6
20-331			Removal in Public Right-of-Way	\$210	\$285	(\$75)	\$100	-52%	Set by Council Policy	37

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER



# NEW FEES

FY2020 PROPOSED FEE SCHEDULE

FIRE	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
<b>FIRE</b>										
20-054	Fire Code Annual Permits / State Mandated Fire Inspections	Review, inspect and issue an annual permit based on the business operation as defined by the California Fire Code,	3-10 units	\$0	\$232		\$232	0%	New Fee	240
20-055			11-20 units	\$0	\$349		\$349	0%	New Fee	54
20-056			20+ units	\$0	\$465		\$465	0%	New Fee	6
20-080	Fire Solar System - Variance Review	Review of solar system for variance from fire code. Variance may not be granted. Cost applies regardless of outcome	Per review request	0	\$140		\$140	0%	New Fee	5
20-081	Fire Expedited Review	Request to process plan check in an expedited manner (includes 2 rechecks).	Per request	0	\$687		\$687	0%	New Fee	2
20-082	Fire Revision	Revision after a permit has been issued.	Revision - per revision	Actual Cost	Actual Cost		Actual Cost	0%	New Fee	5
<b>PLANNING FEES</b>										
20-112	Telecomm. Antenna Permit (Continued)	Review an application for a Telecommunications Antenna Permit in order to ensure that it conforms to code	New or Ammendment antenna on City property	\$0	\$2,307		\$2,307	0%	New Fee	2
20-157	Reasonable Accommodation Process	Review a request to receive a reasonable accommodation for disabled persons		0	\$343		\$343	0%	New Fee	3
20-158	Precise Development Plan - Affordable Housing	Reviewing a precise development plan specific to affordable housing requirements.		0	\$4,077		\$4,077	0%	New Fee	1
20-159	Site Development Plan	Review a site development plan for Multi-Family Housing developments of 6 or more units.		0	\$6,388		\$6,388	0%	New Fee	1
20-160	Emergency Shelters - PS and IP zones only	Review of emergency shelters for conformance with Zoning Code.		0	\$2,583		\$2,583	0%	New Fee	1
20-161	Mills Act Contract	Contract Maintenance is an ongoing Annual Fee, starting one year after final approval of the Contract and annually thereafter for the life of the Mills Act contract. If done separately from Landmark Designation, then the following fees shall apply. If done the same time as designation - add on fee of \$1000 will apply		0	\$7,455		\$7,455	0%	New Fee	1
20-162	Historic Preservation Designation	Review of applications for historic preservation designation.	Landmark	0	\$8,015		\$8,015	0%	New Fee	1
20-163			Historic District	0	\$8,015		\$8,015	0%	New Fee	1
20-164			Conservation District	0	\$4,160		\$4,160	0%	New Fee	1
20-165			Amendment or Recession	0	\$6,681		\$6,681	0%	New Fee	1
20-166	Historic Preservation Certificate of Appropriateness	Review of Historic Preservation Certificate of appropriateness.	Administrative	0	\$2,146		\$2,146	0%	New Fee	1
20-167			Commission	0	\$8,633		\$8,633	0%	New Fee	1
20-168			Economic Hardship	0	\$4,838		\$4,838	0%	New Fee	1

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FY2020 PROPOSED FEE SCHEDULE

FIRE	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-169	Noticing Fees	Support associated with conducting noticing on planning applications.	Coastal Permit - 100ft radius	72	\$182	-110	\$182	153%	New Fee	30
20-170			Large Family Day Care - 100 ft radius	72	\$56	16	\$56	-22%	New Fee	1
20-171			Minor Exception - 300 ft radius	72	\$129	-57	\$129	79%	New Fee	3
20-172			Other Permits - 300-500 ft radius	72	\$263	-191	\$263	265%	New Fee	45
20-173			Code, General Plan, or Zoning Amendments	72	\$588	-516	\$588	717%	New Fee	1
<b>BUILDING DIVISION FEES - FLAT AND MISCELLANEOUS</b>										
20-184	Building / Trades Permit Reinstatement	Reinstatement of an expired building, mechanical, electrical, or plumbing permit. [See MBMC 9.01.050]	Permit Reinstatement	\$0	\$148		\$148	0%	New Fee	20
20-185	Building / Trades Plan Check Extension	Extension of building, mechanical, electrical, or plumbing plan check prior to plan check expiration	Plan Check Extension	\$0	\$76		\$76	0%	New Fee	50
20-186	Building / Trades Plan Check Reinstatement	Reinstatement of expired plan check associated with building, mechanical, electrical, or plumbing permits.	Plan Check Reinstatement	\$0	\$114		\$114	0%	New Fee	20
<b>Mechanical, Electrical, and Plumbing Permits</b>										
<b>Electrical</b>										
20-258	EV Charging Station	Review and inspection of EV Charging Stations	Residential	0	\$422		\$422	0%	New Fee	12
20-259			Commercial	0	\$529		\$529	0%	New Fee	4
20-260	Battery Backup	Review, inspect and issue permit for battery backups.		0	\$422		\$422	0%	New Fee	43
<b>Plumbing</b>										
20-270	Cesspool Removal Fee	Review and inspection for cesspool removal		0	\$335		\$335	0%	New Fee	0
20-271	Residential Remodel / Addition	Plumbing upgrades to residential additions or remodel projects	per sq. ft.	0	\$0.65		\$0.65	0%	New Fee	40
20-272	Commercial Tenant Improvement	Plumbing upgrades, additions, or improvement to commercial / non-residential projects	per sq. ft.	0	\$0.56		\$0.56	0%	New Fee	20
<b>Code Enforcement Fees</b>										
20-273	Violation Inspection Fee	Per hour violation inspection fee for code enforcement violations (2-hr min.)		0	\$232		\$232	0%	New Fee	500
20-274	Non-Compliance Fee	Per Hour fee for non-compliance related inspections (6-hr min)		0	\$697		\$697	0%	New Fee	200
<b>RIGHT-OF-WAY (ROW) FEES</b>										
20-278	Temporary Encroachment Permit - In ROW for Extended Period of Time		Extend	\$0	\$60		\$60	0%	New Fee	0
20-279			Reinstate	\$0	\$60		\$60	0%	New Fee	0
20-287	Street Use Permit -		Add-Ons	\$0	\$53		\$53	0%	New Fee	0
20-288	Temporary Use of Street		Extend	\$0	\$53		\$53	0%	New Fee	0

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER

FY2020 PROPOSED FEE SCHEDULE

FIRE	Category	Description	Additional Information	Current Fee	Total Cost	Net change	Proposed Fee	Inc/Dec from Current Fee	Special Condition	Est. Annual Volume
20-292	Public Works Permit - Generally Requires Special Rules or Review		Well Monitoring	\$0	\$227		\$227	0%	New Fee	0
20-293			Add-Ons	\$0	\$60		\$60	0%	New Fee	0
20-294			Extend	\$0	\$60		\$60	0%	New Fee	0
	Excavation Permit - Involves Breaking Ground/Infrastructure		<b>Non-Utility Excavation</b>							
20-298			Add-Ons	\$0	\$60		\$60	0%	New Fee	0
20-299			Extend	\$0	\$60		\$60	0%	New Fee	0
	Excavation Permit - Involves Breaking Ground/Infrastructure		<b>Utility Excavation</b>							
20-304			Add-Ons	\$0	\$60		\$60	0%	New Fee	0
20-305			Extend	\$0	\$60		\$60	0%	New Fee	0
	Excavation Permit - Involves Breaking Ground/Infrastructure		<b>Utility Company Excavation</b>							
20-309			Extra Inspections - per hr	\$0	\$110		\$110	0%	New Fee	0
20-310			Extend	\$0	\$60		\$60	0%	New Fee	0
20-313	Lane Closure - Secondary Permit Only		Extra Inspections - per hr	\$0	\$110		\$110	0%	New Fee	0
20-314			Add-Ons	\$0	\$25		\$25	0%	New Fee	0
20-315			Extend	\$0	\$25		\$25	0%	New Fee	0
20-318	Oversize Permit		Extend	\$0	\$25		\$25	0%	New Fee	0
<b>PUBLIC WORKS FEES</b>										
<b>CIVIL ENGINEERING</b>										
20-325	Online Bid and Proposal Service Fee for Capital Projects and (Public Construction)	Service fee associated with setting up, loading digital plans, specifications and other bidding documents on-line to facilitate bid submittal online by contractors.	Simple Projects (Under \$100k)	\$0	\$60		\$60	0%	New Fee	0
20-326			Moderately Complex Projects (\$100k-\$500k)	\$0	\$81		\$81	0%	New Fee	0
20-327			Complex Projects (Greater than \$500k)	\$0	\$100		\$100	0%	New Fee	0

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NOTE: ALL OTHER FEES NOT DEFINED IN THIS TABLE ARE BASED ON FULLY BURDENED RATES AND ARE EXECUTED AT THE DISCRETION OF THE CITY MANAGER.

# DEPOSIT FEES

DEPOSITS										
Reference	Category	Description	Range	Current Fee	Total Cost	Net change	Proposed Fee	Special Consideration	Estimated Annual Volume	
<b>PLANNING</b>										
20-350	Development Agreement	Review an application for a development agreement to determine special conditions on a project and provide for future improvements with City Council approval. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	1	
20-351	Specific Plan	Review an application for a specific plan, and make comments and revisions as necessary for a development project. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	1	
20-352	Specific Plan Amendment	Reviewing an application and making recommendations regarding proposed amendments to a specific plan for consideration by the Planning Commission and City Council. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	0	
20-353	General Plan Amendment	Reviewing an application and making recommendations regarding proposed amendments to the City's comprehensive general plan to the Planning Commission and City Council. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	1	
20-354	Initial Study/Mitigated/Negative Declaration	Reviewing circumstances and preparing an initial study and declaring whether or not a proposed project will have an adverse impact on the environment in accordance with CEQA requirements (Same as Negative Declaration Review).		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	1	
20-355	Zoning Text Amendment	Review an application to amend the text of the municipal code involving zoning. Minimum Deposit		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	0	
20-356	Zoning Map Amendment	Review a request to change the regulations established by zoning maps. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	1	
20-357	Environmental Impact Report Review	Review of an Environmental Impact Report of a proposed development. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	1	
20-358	Neighborhood Overlay District	Review an application for new development standards for a specific neighborhood at the request of all the property owners in the affected area. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	0	
20-359	Street Name Processing	Processing a request to name a street. Minimum Deposit - Actual Cost		\$20,000	N/A	\$0	\$20,000	Actual cost of providing the service includes time and material (fully burdened rates).	0	

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\* Note: This proposed deposit is the minimum amount and may be increased pursuant to an agreement approved by the City Manager or City Attorney

# VARIABLE RATE FEES

VARIABLE RATE SERVICE									
Reference	Category	Description	Range	Current Fee	Total Cost	Net change	Proposed Fee	Special Consideration	Estimated Annual Volume
<b>PUBLIC WORKS</b>									
20-360	Street Vacation Proceedings	Process an application to vacate a public street or right-of-way. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-361	Damage to City Property	Repairing damage to City property by a third party. Actual Cost		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-362	Spilled Load Clean-up	Clean spilled loads on public right-of-ways. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-363	Hazardous Materials / Sewer Spill Clean Up	Clean up a toxic (hazardous) spill or sewer spill on the public right-of-way. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-364	Nuisance Abatement	Inspecting, notifying and removing various nuisances and safety hazards from private property. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-365	NPDES Sandbag Placement	The placement of sandbags for NPDES Storm water purposes due to the property owner not placing the required sandbags during construction. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-366	Concrete Repair	Construct and remove concrete upon request. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies
20-367	Asphalt Repair	Remove, replace, and clean-up asphalt upon request. Actual Costs		VARIABLE	N/A	\$0	VARIABLE	Actual cost of providing the service includes time and material (fully burdened rates).	Varies

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# MARKET DRIVEN FEES

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Reference	Category	Description	Range	Current Fee	Total Cost	Net change	Proposed Fee	Special Consideration	Estimated Annual Volume
<b>PLANNING</b>									
20-368	Long Term Rental (City Property)	Long Term commercial use of City Property - per sq. ft. per month.		\$3	N/A	\$0	\$3	Market Driven	5
<b>PARKS AND RECREATION FEES (NON-PROGRAM / ACTIVITY RELATED)</b>									
20-369	Film Permits Reference: LA Film Office 30 mile zone fee schedule	City Use Fee Per Day - Motion Picture (Major and Minor Impacts are based on cast and crew);	Major Impact Motion Picture (Per Day)	\$2,500	N/A	\$0	\$2,500	Market Driven	15
20-370			Minor Impact Motion Picture (Per Day)	\$1,500	N/A	\$0	\$1,500	Market Driven	30
20-371		City Use Fee Per Day - Still Photography (Major and Minor Impacts are based on cast and crew);	Major Impact Still Photography (Per Day)	\$500	N/A	\$0	\$500	Market Driven	10
20-372			Minor Impact Still Photography (Per Day)	\$300	N/A	\$0	\$300	Market Driven	20

COMBO PERMIT  
SQUARE FOOTAGE  
TABLE

**Combination Permits: New Construction and Tenant Improvements (includes Building, Mechanical, Electrical, and Plumbing)**

Occupancy Type	Description	Sq Ft	Total Plan Check Cost		Total Inspection Cost		Total Cost Per Unit	
			Permit Fee	Per 100 Sq Ft	Permit Fee	Per 100 Sq Ft	Permit Fee	Per 100 Sq Ft
<b>A - New (Other than A2)</b>	Assembly such as arenas, theaters, amphiteaters	500	\$3,957.79	\$106.78	\$3,603.90	\$97.23	\$7,561.68	\$204.01
		5,000	\$8,762.73	\$41.87	\$7,979.20	\$38.12	\$16,741.92	\$79.99
		50,000	\$27,602.59	\$55.21	\$25,134.47	\$50.27	\$52,737.06	\$105.47
<b>A2 - New</b>	Restaurant	500	\$4,816.83	\$129.95	\$4,557.58	\$122.96	\$9,374.41	\$252.91
		5,000	\$10,664.69	\$50.95	\$10,090.71	\$48.21	\$20,755.40	\$99.16
		50,000	\$33,593.78	\$67.19	\$31,785.74	\$63.57	\$65,379.52	\$130.76
<b>B or M - New</b>	Business or Retail	1,500	\$6,238.73	\$83.42	\$8,272.27	\$187.07	\$14,511.01	\$270.49
		5,000	\$9,158.57	\$196.91	\$14,819.56	\$318.62	\$23,978.13	\$515.53
		15,000	\$28,849.49	\$192.33	\$46,681.62	\$311.21	\$75,531.11	\$503.54
<b>E - New</b>	Educational Centers (i.e. Daycares)	500	\$3,647.99	\$98.42	\$5,091.09	\$137.35	\$8,739.08	\$235.77
		5,000	\$8,076.83	\$38.59	\$11,271.92	\$53.85	\$19,348.75	\$92.44
		50,000	\$25,442.01	\$50.88	\$35,506.56	\$71.01	\$60,948.57	\$121.90
<b>F-1, F-2 - New</b>	Factory	500	\$2,995.85	\$80.82	\$7,935.62	\$214.09	\$10,931.47	\$294.92
		5,000	\$6,632.95	\$31.69	\$17,569.84	\$83.94	\$24,202.79	\$115.64
		50,000	\$20,893.79	\$41.79	\$55,345.00	\$110.69	\$76,238.79	\$152.48
<b>H1-H5 - New</b>	Hazardous Occupancies (above the threshold specified by Building Code)	500	\$3,326.11	\$89.73	\$7,853.26	\$211.87	\$11,179.37	\$301.61
		5,000	\$7,364.16	\$35.18	\$17,387.49	\$83.07	\$24,751.65	\$118.26
		50,000	\$23,197.11	\$46.39	\$54,770.59	\$109.54	\$77,967.70	\$155.94
<b>I - New</b>	Institutions	500	\$4,133.71	\$111.52	\$5,091.09	\$137.35	\$9,224.80	\$248.87
		5,000	\$9,152.23	\$43.73	\$11,271.92	\$53.85	\$20,424.16	\$97.58
		50,000	\$28,829.54	\$57.66	\$35,506.56	\$71.01	\$64,336.10	\$128.67
<b>L - New</b>	Labrotaries	500	\$3,387.45	\$91.39	\$6,643.84	\$179.24	\$10,031.29	\$270.63
		5,000	\$7,499.98	\$35.83	\$14,709.77	\$70.28	\$22,209.75	\$106.11
		50,000	\$23,624.94	\$47.25	\$46,335.78	\$92.67	\$69,960.72	\$139.92
<b>R-1 - New</b>	Hotels / Motels	1,000	\$4,246.18	\$141.54	\$6,499.92	\$216.66	\$10,746.10	\$358.20
		10,000	\$16,984.72	\$40.57	\$25,999.66	\$62.11	\$42,984.39	\$102.68
		100,000	\$53,501.88	\$53.50	\$81,898.94	\$81.90	\$135,400.83	\$135.40
<b>R-2 - New</b>	Multi-Family / Apartment Housing	1,000	\$2,774.84	\$92.49	\$7,387.34	\$246.24	\$10,162.18	\$338.74
		10,000	\$11,099.35	\$26.52	\$29,549.37	\$70.59	\$40,648.72	\$97.11
		100,000	\$34,962.95	\$34.96	\$93,080.52	\$93.08	\$128,043.47	\$128.04

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Note: All other fees not defined in this table are based on Direct Costs or Fully Burdened Rates and are executed at the discretion of the City Manager

**Combination Permits: New Construction and Tenant Improvements (includes Building, Mechanical, Electrical, and Plumbing)**

Occupancy Type	Description	Sq Ft	Total Plan Check Cost		Total Inspection Cost		Total Cost Per Unit	
			Permit Fee	Per 100 Sq Ft	Permit Fee	Per 100 Sq Ft	Permit Fee	Per 100 Sq Ft
R-3 - New*	Custom Single-Family Home	1,000	\$3,116.22	\$118.79	\$4,183.18	\$182.03	\$7,299.39	\$300.83
		3,000	\$5,492.10	\$94.99	\$7,823.82	\$228.91	\$13,315.92	\$323.91
		6,000	\$8,341.85	\$139.03	\$14,691.25	\$244.85	\$23,033.10	\$383.88
S-1 - New	Low Hazard Warehouse / Parking Garage	500	\$2,402.78	\$64.82	\$4,722.98	\$127.42	\$7,125.75	\$192.24
		5,000	\$5,319.86	\$25.42	\$10,456.90	\$49.96	\$15,776.76	\$75.38
		50,000	\$16,757.57	\$33.52	\$32,939.23	\$65.88	\$49,696.80	\$99.39
S-2 - New	Moderate Hazard Warehouse / Parking Garage	500	\$2,267.75	\$61.18	\$5,535.03	\$149.33	\$7,802.78	\$210.51
		5,000	\$5,020.91	\$23.99	\$12,254.83	\$58.55	\$17,275.73	\$82.54
		50,000	\$15,815.86	\$31.63	\$38,602.70	\$77.21	\$54,418.56	\$108.84
U - New	Utility / Miscellaneous Structure	50	\$435.06	\$117.37	\$301.28	\$81.28	\$736.33	\$198.65
		500	\$963.24	\$64.22	\$667.04	\$44.47	\$1,630.27	\$108.68
		5,000	\$3,852.94	\$77.06	\$2,668.15	\$53.36	\$6,521.09	\$130.42
Shell (Cold) - New	Shell Building consisting only of foundation and empty structure.	500	\$3,188.31	\$86.02	\$4,461.30	\$120.36	\$7,649.60	\$206.38
		5,000	\$7,059.07	\$33.73	\$9,877.52	\$47.19	\$16,936.59	\$80.92
		50,000	\$22,236.06	\$44.47	\$31,114.20	\$62.23	\$53,350.26	\$106.70
A (Other than A-2) - TI	Tenant Improvement / Addition to a Religious Institution, Arena, Theater, etc.	300	\$3,560.38	\$160.09	\$1,912.45	\$85.99	\$5,472.83	\$246.08
		3,000	\$7,882.86	\$62.77	\$4,234.25	\$33.72	\$12,117.10	\$96.49
		30,000	\$24,830.99	\$82.77	\$13,337.88	\$44.46	\$38,168.88	\$127.23
A-2 - TI	Tenant Improvement / Addition to a Restaurant	150	\$2,733.22	\$245.80	\$1,347.66	\$121.19	\$4,080.88	\$366.99
		1,500	\$6,051.49	\$96.38	\$2,983.78	\$47.52	\$9,035.26	\$143.89
		15,000	\$19,062.19	\$127.08	\$9,398.89	\$62.66	\$28,461.08	\$189.74
TI - All Others	Tenant Improvement / Addition to any type of occupancy that does not qualify as an arena, theater, institution or restaurant.	150	\$3,031.23	\$272.60	\$1,070.09	\$96.23	\$4,101.32	\$368.83
		1,500	\$6,711.29	\$106.88	\$2,369.23	\$37.73	\$9,080.53	\$144.62
		15,000	\$21,140.58	\$140.94	\$7,463.09	\$49.75	\$28,603.66	\$190.69

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**Note: Building Official and Community Development Director have the discretion to charge time and materials for any project considered outside the scope of the projects listed above.**

\*Production Homes are charged full fee for initial plan, and 25% of plan check fee for additional plans. Inspection fees are not discounted.

\*\*Foundation only is charged as 10% of the building permit fee.

\*\*\* Plan check and permit fees calculated through this study are in relation to requirements imposed by the California Building Code (CBC). The CBC dictates the types of development projects and applications, which require different permits. The plan check and inspection fees are to review those projects and applications to ensure conformance with those building code requirements.


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STATE OF CALIFORNIA            )  
  )  
COUNTY OF LOS ANGELES        ) SS.  
  )  
CITY OF MANHATTAN BEACH        )

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing resolution, being Resolution No. 20-0025 duly and regularly introduced before and adopted by the City Council of said City at a regular meeting of said Council, duly and regularly held on the 18<sup>th</sup> day of February, 2020 and that the same was so passed and adopted by the following vote, to wit:

Ayes:            Stern, Hadley, Montgomery and Mayor Hersman.  
Noes:            Napolitano.  
Absent:          None.  
Abstain:        None.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of said City this 19<sup>th</sup> day of February, 2020.

  
\_\_\_\_\_  
City Clerk of the City of  
Manhattan Beach, California

(SEAL)