

CITY OF SIERRA MADRE

FEE SCHEDULE

FY 2019-2020

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

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

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

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
Administrative Fees			
Annual Business License Fees			
New Business License Issuance			
Multiple	\$234	\$234	per year
Multiple	\$318	\$318	per year
Multiple	\$342	\$342	per year
Multiple	\$160	\$160	per year
Business License Renewal			
Multiple	\$128	\$128	per year
Multiple	\$211	\$211	per year
Multiple	\$181	\$181	per year
Multiple	\$107	\$107	per year
City Contractor Business License			
CON001	\$172	\$172	each
CONR01	\$92	\$92	each
3117	\$42	\$42	per event; must have established beginning and ending date and time per person, per day per machine, per year
One-Day/Special Event License Fee			
3116	\$117	\$117	per year
3120	\$48	\$48	per page
Other Fees			
TOBACCO	\$0	\$0	each
Tobacco Retailer License Fee			
Reproduction Fees			
COPIES	\$0.21	\$0.10	per page
DVADS	\$20	\$5	each
Returned Check Fees			
RET CK	\$39; plus bank fees	\$40; plus bank fees	each
RET CK	\$39; plus bank fees	\$40; plus bank fees	each
Dial-A-Ride Fees			
DAR001	\$0.50	\$0.50	one way
DAR002	\$0.50	\$0.50	one way
Dog License Fees			
a) Neutered	\$29	\$30	each
b) Unneutered	\$47	\$48	each
c) Neutered - For Seniors (Over 65)	\$15	\$15	each
d) Unneutered - For Seniors (Over 65)	\$30	\$31	each

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
Administrative Fees			
GARAGE SAL	Other Fees Garage Sale Application Collections \$20 10%	\$20 10%	per weekend per month; max of 100% of original fee
ADMIN STAFF	Administrative Services Staff \$129	\$134	per hour

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)			
Zoning Fees			
	Design Review Permit:		
	a) Administrative Design Review Permit		
	\$1,142	\$1,185	each
	b) Standard		
	\$4,970	\$5,159	each
	Conditional Use Permit:		
CU001	\$1,142	\$1,185	each
CU005	\$4,970	\$5,159	each
CU015	Actual Cost; plus		
	15% processing fee		
CU010	Actual Cost; plus		
	15% processing fee		
CU020	75% of Original Filing Fee		
	100% of Estimated Cost and processing		
	f) Deposit Requirement		
VAR001	\$1,142	\$1,185	each
VAR005	\$4,970	\$5,159	each
PZ001	\$7,511	\$7,796	each
PZ005	\$7,511	\$7,796	each
PZ010	\$7,511	\$7,796	each
	Wireless Facilities		
	Minor Modification to Wireless Facilities		
	\$1,142	\$1,185	each
	New Wireless Facilities		
	\$4,970	\$5,159	each
	New Small Cell Wireless Facilities (1 to 5 Units)		
	New Small Cell Wireless Facilities (each additional >5)		
	Home Occupation Permits		
PZ015	\$34	\$36	each
PZ020	\$378	\$392	each

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)				
Second Dwelling Unit				
PZ025	Second Dwelling Unit Permit	\$2,257	\$2,342	each
PZ030	Zoning Verification Letter	\$378	\$392	each
Environmental Fees				
	Fish and Game Fee (State) - EIR Filing	\$3,168	\$3,288	
	Fish and Game Fee (State) - Negative declaration filing	\$2,281	\$2,367	
	Fish and Game Fee Exemption			
EVN001	Categorical Exemption	\$169	\$176	each
EVN005	Initial Study - Negative Declaration	\$2,486	\$2,580	each
EVN010	Initial Study - Mitigated Negative Declaration	\$6,627	\$6,878	each
EVN015	Environmental Impact Report	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
EVN020	Geotechnical Report Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
Noticing Fees				
	Noticing Publication and Postage			
NF001	a) Director Review Only	\$335	\$348	each
NF005	b) Planning Commission Only	\$666	\$692	each
NF010	c) Planning Commission and City Council	\$832	\$864	each
	Sign Permit			
SGN001	a) Temporary	\$169	\$176	each
SGN005	b) Temporary - Admin Review	\$335	\$348	each
SGN010	c) Administrative Review Required	\$335	\$348	each
SGN015	d) Planning Commission Review Required	\$666	\$692	each
MILL001	Mills Act Fee Mills Act Application	\$1,949	\$2,023	each

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)			
Temporary Use Fees			
Temporary Use Permit:			
TU010	\$49	\$49	each
TU005	\$135	\$140	each
	\$378	\$1,200 \$3,400+	each each
Administrative Historic Resource Determination			
DPR-Form to Determine Eligibility			
Historic Resource Evaluation (Eligible Projects)			
Water Efficient Landscapes			
WT001	\$434	\$450	each
WT002	\$326	\$338	each
Copies and Print Services			
OTH025	\$20	\$21	per page
OTH030	\$20	\$20	per page
Other Fees			
OTH005	\$866	\$899	each
OTH010	\$584	\$607	each
OTH015	\$91	\$95	per request
PZ055	\$7,141	\$7,413	each
PZ050	\$10,900	\$11,315	each
PZ070	\$1,791	\$1,859	each
PZ075	\$1,791	\$1,859	each
PZ080	\$1,000	\$1,038	each
PZ035	\$4,924	\$5,111	each
PZ040	\$4,399	\$4,566	each
	\$4,399	\$4,566	each

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)			
	Deposit Requirement	100% of Estimated Cost and processing fee \$256	each
	Vacant Property Registration Fee	100% of Estimated Cost and processing fee \$266	each
STAFF HOURLY RATE			
DEVSTAFF	Planning & Community Preservation Staff	\$224	per hour
PWSTAFF	Public Works Engineering Staff	\$155	per hour
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
NEW CONSTRUCTION FEES			
PC001			
Building Permit Fees (1)			
Preliminary Plan Check			
\$1 to \$4,000	\$434	\$450	each
a) Plan Check	\$434	\$450	each
b) Permit	\$223	\$232	each
\$4,001 to \$25,000	\$758-\$1,028	\$787-\$1,067	each
a) Plan Check	\$424 for the first \$4,000, plus \$26.59 for each add'l	\$439 for the first \$4,000, plus \$27.60 for each add'l	each
b) Permit	\$1,000, or fraction thereof, to and including \$25,000	\$1,000, or fraction thereof, to and including \$25,000	each
\$25,001 to \$50,000	\$976-\$1,154	\$1,013-\$1,198	each
a) Plan Check	\$1,067 for the first \$25,000, plus \$15.52 for each add'l	\$1,108 for the first \$25,000, plus \$16.11 for each add'l	each
b) Permit	\$1,000, or fraction thereof, to and including \$50,000	\$1,000, or fraction thereof, to and including \$50,000	each
\$50,001 to \$100,000	\$1,518 for the first \$50,000, plus \$13 for each add'l	\$1,576 for the first \$50,000, plus \$13.50 for each add'l	each
a) Plan Check	\$1,000, or fraction thereof, to and including \$100,000	\$1,000, or fraction thereof, to and including \$100,000	each
b) Permit	\$1,465 for the first \$50,000, plus \$15.52 for each add'l	\$1,520 for the first \$50,000, plus \$16.11 for each add'l	each
\$100,001 and Up	\$2,245 for the first	\$2,331 for the first	each
a) Plan Check	\$100,000, plus \$10.50 for each add'l \$1,000, or fraction thereof	\$100,000, plus \$10.88 for each add'l \$1,000, or fraction thereof	each

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
NEW CONSTRUCTION FEES				
BP005	b) Permit	\$1,903 for the first \$100,000, plus \$10.97 for each add'l \$1,000, or fraction thereof	\$1,975 for the first \$100,000, plus \$11.39 for each add'l \$1,000, or fraction thereof	each
Building Permit valuation based on current International Code Council (ICC)				

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
NEW CONSTRUCTION FEES			
BP009	SMIP Fee (2) a) Residential Valuation Amount X 0.0001	Valuation Amount X 0.0001	per permit
BP010	b) Commercial Valuation Amount X 0.00028	Valuation Amount X 0.00028	per permit
BP015	Building Standards Administration Special Revolving Fund Fee (3) Permit Valuation: \$1-25,000	\$1	Senate Bill No. 1473 mandated fee.
BP015	\$25,001-50,000	\$2	Senate Bill No. 1473 mandated fee.
BP015	\$50,001-75,000	\$3	Senate Bill No. 1473 mandated fee.
BP015	\$75,001-100,000	\$4	Senate Bill No. 1473 mandated fee.
BP016	Every \$25,000 or fraction thereof above \$100,000	Add \$3	Senate Bill No. 1473 mandated fee.
STAFF HOURLY RATE			
DEVSTAFF PWSTAFF	Planning & Community Preservation Staff Public Works Engineering Staff	\$224 \$155	per hour per hour
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
BUILDING AND SAFETY PERMIT FEES			
<p><u>Mechanical, Plumbing, and Electrical</u> Mechanical, Plumbing, and Electrical Permits are each separate Building Permit Categories in which multiple inspections may occur. Inspections Bundle fees are based on number of inspections within a given Building Permit Category.</p> <p>(1) Includes air handling units, compressors, boilers, forced air units, furnaces, hoods, fans, vents, bathtubs, dishwashers, drinking fountains, laundry tubs, lawn sprinklers, piping alterations, showers, sinks, toilets, vac breakers, washbasins, water heaters, water softeners, home appliances, heating appliances, branch circuits, motors and AC units, outlets and fixtures. (2) When calculating fees, each ten branch circuits shall be considered one item, and each twenty outlets or fixtures shall be considered one item.</p>			
ELE001/MEC 001/PLB001	\$229	\$238	each
a) 1 - 3 Items/Fixtures			
ELE001/MEC 001/PLB001	\$326	\$338	each
b) 4 - 6 Items/Fixtures			
ELE001/MEC 001/PLB001	\$543	\$564	each
c) 7 - 10 Items/Fixtures			
ELE001/MEC 001/PLB001	\$637	\$662	each
d) 11 - 15 Items/Fixtures			
ELE001/MEC 001/PLB001	\$813	\$844	each
e) 16 - 20 Items/Fixtures			
ELE001/MEC 001/PLB001	\$1,029	\$1,068	each
f) 21 - 25 Items/Fixtures			
ELE001/MEC 001/PLB001	\$1,246	\$1,293	each
g) 26 or more Items/Fixtures			
<u>Other Plumbing Permits/Inspections</u>			
Pool Related Inspections:			
PLB005	\$650	\$674	each
a) Swimming Pool Piping			
PLB010	\$109	\$113	each
b) P-Trap for Pool			
Sewer/Septic Related Inspections:			
PLB015	\$326	\$338	each
a) House Sewer Connecting To Public Sewer			
PLB020	\$650	\$674	each
b) All Other Sewer/Septic Inspections			
PLB025	\$434	\$450	each
Water Piping System			

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
BUILDING AND SAFETY PERMIT FEES				
Other Electrical Permits/Inspections				
ELE020	Motors & AC Units - (Over 10HP)	\$169 plus \$10.38 per	\$176 plus \$10.38 per	each
ELE030	Service	\$203	\$211	each
ELE035	Solar	\$450	\$450	each
ELE040	Temporary Power Pole	\$46	\$47	each
	Other			
	Sales of Maps	Actual Cost; plus	Actual Cost; plus	each
	Field Consultation - Per hour after first 15min - in	15% processing fee	15% processing fee	each
	15 min increments	Actual Cost; plus	Actual Cost; plus	each
	Office Consultation - Per hour after first 15min - in	15% processing fee	15% processing fee	each
	15 min increments	Actual Cost; plus	Actual Cost; plus	each
	Correspondence request - Per hour after first	15% processing fee	15% processing fee	each
	15min - in 15 min increments	Actual Cost; plus	Actual Cost; plus	each
	Request for City Council or Commission Action	15% processing fee	15% processing fee	each
	Public Works Administrative Plan Review	Actual Cost; plus	Actual Cost; plus	each
	Consulting	15% processing fee	15% processing fee	each
	DEPOSIT REQUIREMENTS	15% processing fee	15% processing fee	
		Deposits will be required to	Deposits will be required to	
		begin work; based upon	begin work; based upon	
		estimated time to complete	estimated time to complete	
		project	project	
		\$118	\$123	each
		\$1,142	\$1,185	each
		75% of Original Filing Fee	75% of Original Filing Fee	each
		Double Fee	Double Fee	each
DEM001	Demolition Permit Fee			each
	Discretionary Demolition Permit Fee			each
	Extension or Modification			each
	Commencing Work Without a Permit			each
	Impound of shared mobile devices		\$100	each

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
BUILDING AND SAFETY PERMIT FEES				
STAFF HOURLY RATE				
DEVSTAFF PWSTAFF	Planning & Community Preservation Staff Public Works Engineering Staff DEPOSIT REQUIREMENTS	\$224 \$155 Deposits will be required to begin work; based upon estimated time to complete project	\$233 \$161 Deposits will be required to begin work; based upon estimated time to complete project	per hour per hour

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PUBLIC WORKS FEES			
<u>Grading Fees</u>			
<u>Grading Bond</u>			
GRD025	\$3,369	\$3,497	Deposit against costs
GRD025	\$6,737	\$6,993	Deposit against costs
GRD011	\$1,500	\$1,557	per permit
GRD010	\$3,000	\$3,114	per permit
GRD005	\$32	\$33	per permit
<u>Drainage/Precise Grading Plan Check Fees</u>			
<u>Street/Curb/Pavement/Drive Fees</u>			
SC001	\$309	\$321	per permit
SC005	\$234	\$242	per permit
SC010	\$386	\$401	per permit
SC020	\$236	\$245	per permit
<u>Excavation</u>			
SC025	\$234	\$242	per permit
SC030	\$155	\$161	per permit
<u>Sidewalk Improvement</u>			
SC035	\$236	\$245	per permit
<u>Street / Address assignments</u>			
ADDRESS002	\$458	\$475	per request
ADDRESS001	\$305	\$317	per request

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PUBLIC WORKS FEES				
P1015	<u>Public Improvement Inspection Fees</u> Public Improvement Inspection (Project Valuation) Continuous Inspection (Contract) Public Improvement Inspection Deposit Improvement Construction - Plan Check	Actual Cost; plus 15% processing fee Actual Cost; plus 15% processing fee Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee Actual Cost; plus 15% processing fee \$10,000 deposit against costs Actual Cost; plus 15% processing fee	per permit per permit per permit per permit
P1010	<u>Extension Fee</u> Review of Project Extension Request	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per request

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PUBLIC WORKS FEES				
	<u>Encroachment Fees</u>			
EN001	Crane Operation/Lane Blockage	\$465	\$483	per permit
EN005	Fence or Wall	\$619	\$642	per permit
EN010	Irrigation	\$155	\$161	per permit
EN015	Lighting or Minor Structures	\$155	\$161	per permit
EN020	Material Storage	\$79	\$82	per permit
EN025	Oversize Load	\$79	\$82	per permit
EN030	Scaffolding	\$291	\$302	per permit
EN035	Sidewalk Dining	\$408	\$423	per permit
EN040	Sidewalk Sale	\$133	\$138	per permit
EN045	Street Closure	\$212	\$220	per permit
EN050	Sign	\$155	\$161	per permit
EN055	Trash Bin/Temporary Storage	\$79	\$82	per permit
	<u>Landscape and Tree Fees</u>			
LS010	Commission Review	\$155	\$161	each
ST006	Tree Replacement/Mitigation	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	Each
	Landscape Plan Check	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
LS020	Landscape Inspection: Appeal to Commission	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
PUBLIC WORKS FEES				
FOG001	<u>Other</u>			
FOG005	FOG permit Annual Inspection	\$234	\$242	annually
FOG010	FOG Reinspection Fee	\$79	\$82	per permit
NPD001	Sewer Cleaning Fee	\$355	\$368	annually
	NPDES Illicit Discharge Response Fee	\$233	\$241	each
	DEPOSIT REQUIREMENTS			
		Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	
STAFF HOURLY RATE				
PWSTAFF	Public Works Engineering Staff	\$155	\$161	per hour

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
LIBRARY FEES			
Overdue Fees All Materials	\$0	\$0	
Miscellaneous Flash Drive Purchase Photocopies (black & white or color) Check-Out Materials Without Library Card	\$5 20¢ \$0	\$5 20¢ \$0	each per page
Projector or Screen Rental (plus \$25 refundable deposit) Reserve Item Request Visitor Pass for Internet	\$25 \$0 \$0	\$25 \$0 \$0	each each request each
Lost or Damaged Materials Bar Code Replacement Container Replacement - Covers, CD, DVD, Tapes Library Card Replacement Replacement of Materials Fee a) Administrative Processing Fee (non-periodical) b) Administrative Processing Fee (periodical) b) Material Replacement Cost Periodicals - Adult Collection Periodicals - Children and Young Adult Collection All Other Materials	\$0 \$2 \$1 \$5 \$0 \$5 \$3	\$0 \$2 \$1 \$5 \$0 \$5 \$3	each each each each each each each each each cost of item + admin fee cost of item + admin fee

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
LIBRARY FEES			
Archival Fees			
Reproduction Fee - Scanned Digital Image	\$5	\$5	each
Archival Use			
a) Books, Catalogues, Periodicals:			
i) For-Profit	\$60	\$60	per image
ii) Non-Profit	\$15	\$15	per image
b) Film, Video, TV, Digital Media, Online Use			
i) For-Profit	\$85	\$85	per image
ii) Non-Profit	\$20	\$20	per image
c) Slide Show/Display Image			
i) For-Profit	\$25	\$25	per image
ii) Non-Profit	\$5	\$5	per image
d) Loan Processing (Repositories or Institutions)	\$30	\$30	per loan processed
STAFF HOURLY RATE			
Library Staff - Full-Time	\$99	\$102	per hour
Library Staff - Part-Time	\$60	\$62	per hour

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
FACILITY RENTAL FEES ***			
Hart Park House			
A) Daily Rental			
Private flat rate	\$208	\$215	
Private <2 hour block	\$78	\$81	
Non profit flat rate	\$156	\$162	
Non profit <2 hour block	\$78	\$81	
B) Continual Use			
1) Non Profit (Monthly)	\$249	\$259	annually
2) All Others (Weekly)	\$1,038	\$1,077	annually
City Council Chambers:			
Private flat rate	\$208	\$215	
Private <2 hour block	\$78	\$81	
Non profit flat rate	\$156	\$162	
Non profit <2 hour block	\$78	\$81	
EMT (If Required/Requested)	\$82	\$85	per hour
Facility Attendant (If Required/Requested):	\$26	\$27	per hour
Security Deposit Elected Representative (For Official Business)	\$519	\$250	per rental;
Recreation Department Staff - Required for opening/closing facilities	Fees Waived	Fees Waived	
Cancellation Fee:			
A) Cancellation 30 or More Days Prior to Event	\$26	\$27	per hour, 2 hour minimum
B) Cancellation Less than 30 Days Prior to Event	15% of deposit retained	15% of deposit retained	each
	50% of deposit retained	50% of deposit retained	each
STAFF HOURLY RATE			
Recreation Staff - Full Time	\$95	\$99	per hour
Recreation Staff - Part Time	\$26	\$27	per hour
Public Works Maintenance Staff	\$87	\$91	per hour

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

FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
Field Rental Fees			
Ball Field - Lighted field			
A) Local Organization/Non-Profit - 2 Hour Minimum	\$52	\$54	per hour
B) Private Group/Individuals - 2 Hour Minimum	\$93	\$96	per hour
Ball Field, basketball, tennis court, etc. - Unlighted field			
A) Local Organization/ Non-Profit - 2 Hour	\$31	\$32	per hour
B) Private Group/ Individuals - 2 Hour Minimum	\$57	\$59	per hour
Park Rental Fees			
Park Rental			
A) 1 - 100 People:			
1) Local Organization/Non-Profit	\$52	\$54	per day
2) Private Group/Individuals	\$93	\$97	per day
B) More than 100 People:			
1) Local Organization/Non-Profit	\$208	\$215	per day
2) Private Group/Individuals	\$311	\$323	per day
EMT - if requested/required	\$82	\$85	per hour
Community Garden Plot Fees			
Community Garden Plot			
A) Quarterly Rental - full plot	\$57	\$59	per quarter
B) Quarterly Rental - half plot	\$36	\$38	per quarter

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Banner Fees			
Downtown District Street Light Pole Banners - Per Sign			
Banner Hanging - Per Week	\$234	\$242	per week
Banner Hanging and Removal - Non-Profit Groups Only	\$1,381	\$1,433	per request
Downtown District Street Light Pole Banner Hanging and Removal			
STAFF HOURLY RATE			
Recreation Staff - Full Time	\$95	\$99	per hour
Recreation Staff - Part Time	\$26	\$27	per hour
Public Works Maintenance Staff	\$87	\$91	per hour

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

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

FILM PERMIT FEES (1)(2)		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
Still Photography *** (More than Two Cast and Crew)		\$300	\$300	per day
Student Filming***		\$0	\$0	per request with proper documentation
Extra Small Film Productions **** (5 or Fewer Cast and Crew)		\$300	\$300	per day
Small Film Productions *** (Between 6 and 50 Cast and Crew): A) First Day B) Each Additional Day		\$1,000 \$750	\$1,000 \$750	per day per day
Any Production Requiring More than Forty Hours of City Staff Time		Fully burdened hourly rate for all staff time	Fully burdened hourly rate for all staff time	per hour
Use of City Facilities		\$550	\$550	per day
Use of City Parking Stalls		\$13	\$14	per stall, per day
Refundable Deposit		\$2,076 against cost	\$2,155 against cost	
Violation of Hour Restrictions: Per production vehicle Per personal vehicle Film Monitor Police Personnel Fire Personnel		\$1,095 \$548 \$183 \$225 \$225	\$1,137 \$569 \$190 \$234 \$234	per hour per hour per hour per hour per hour
Cigarette Butts and Debris Pickup		\$6	\$6	
STAFF HOURLY RATE				
Recreation Staff - Full-Time/Film Monitor		\$83	\$86	per hour
Recreation Staff - Part-Time		\$26	\$27	per hour
Fire Staff		\$113	\$117	per hour
Police Staff		\$113	\$117	per hour

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
FILM PERMIT FEES (1)(2)			
Public Works Engineering Staff	\$147	\$153	per hour
Public Works Maintenance Staff	\$84	\$87	per hour
DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete	Deposits will be required to begin work; based upon estimated time to complete	
<p>(1) Fees shown do not include fees required for traffic, fire, and police safety services provided by the City. Fees for these services will be billed at the fully-burdened hourly rates shown in this fee schedule. The City Manager, or the City Manager's designee shall provide the hourly rates for assistance from staff not represented via the fully-burdened hourly rates in this fee schedule.</p> <p>(2) Fees shown do not include business licensing, encroachment fees, or temporary use permit fees that may apply.</p> <p>*** Separate fee applies for productions anticipated to require more than forty hours of City Staff time.</p>			

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
SPECIAL EVENT FEES			
Refund or Transfer of Recreation Program Fee	\$15	\$16	per request
Special Events			
Mt. Wilson Trail Race - Adult with shirt	\$67	\$70	each
Mt. Wilson Trail Race - Youth with shirt	\$36	\$38	each
Huck Finn Day - Friday Campsite + Fishing Derby	\$62	\$60	per family of 4
Huck Finn Day - Fishing Derby Kids Only (Saturday A.M.)	\$16	\$10	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)		\$10	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)	\$26	\$32	per family of 4
Huck Finn Package - Friday Campsite + Fishing Derby + Family/ Open Fishing (All Saturday)		\$75	per family of 4
Fourth of July - Parade Entry (Non Profit)	\$26	\$27	each
Fourth of July - Parade Entry (Private)	\$26	\$27	each
Fourth of July - Firecracker Run Entry (Youth)	\$21	\$22	each
Fourth of July - Firecracker Run Entry (Adult)	\$26	\$27	each
Summer/ Seasonal Movie Series - Recommended Sponsorship	\$830	\$862	each
Concerts in the Park - Recommended Sponsorship	\$1,038	\$1,077	each
Recreation Leisure Excursions	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	
Special Event Permit Fee			
Local Non-profit: 1-100 people	\$59	\$61	
Private Group/Individuals: 1-100 people	\$114	\$119	
Local Non-profit: More than 100 people	\$227	\$236	
Private Group/Individuals: More than 100 people	\$452	\$469	

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
SPECIAL EVENT FEES			
STAFF HOURLY RATE			
Recreation Staff - Full-Time/Film Monitor	\$95	\$99	per hour
Recreation Staff - Part-Time	\$26	\$27	per hour
Fire Staff	\$116	\$121	per hour
Police Staff	\$116	\$121	per hour
Public Works Engineering Staff	\$152	\$157	per hour
Public Works Maintenance Staff	\$87	\$91	per hour
DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
POLICE FEES			
Vehicle Related Fees			
Vehicle Release (Abandoned, Stored, Misc.) (1)	\$142	\$148	each
Vehicle Release (D.U.I. - Driver Arrested) (1)	\$452	\$469	each
Vehicle Release (Repossession)	\$21	\$22	each
Citation Sign-off (Onsite)	\$17	\$17	each
Report Fees (2)			
Crime Report	\$5	\$0.10	per page
Minor Non-Criminal Incident Report Copies - (1 page)	\$6	\$0.10	per page
Lost Cell Phone Report - (For Insurance Purposes)	\$30	\$0.10	per page
Traffic Accident Report (Non-Injury)	\$5	\$0.10	per page
Traffic Accident Report (Injury)	\$5	\$0.10	per page
Livescan Fingerprinting	\$40.50; plus pass-thru fees	\$42; plus pass-thru fees	each
Ink Fingerprinting (per card)	\$28	\$28	per card
Clearance Letter	\$28	\$29	each
Sign Fees			
Garage/Yard Sale Permit	\$20	\$20	each
GARAGE SAL			
Illegal Sign Removal Fee (Release Of Property)	\$59	\$61	each
Annual Permit:			
a) Residential	\$30	\$31	each
b) Commercial	\$50	\$52	each

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
POLICE FEES			
PRK	Response Due To False Alarm a) First False Alarm Response b) Two False Alarm Responses b) Third or More Responses Response Due To Loud Party Disturbance: a) First Response b) Each Additional Response	\$0 \$100 \$200 \$0 billed hourly with 2 hour min; plus 15% administration	per response per response per response per response
	Emergency D.U.I. Response Fees Emergency Response To D.U.I. Related Collision (up to a \$1,000 max) Overnight Parking Permit Fees Annual Permit Nightly Permit Sticker Transfer or New Sticker Other Fees Administrative Citation First Offense Administrative Citation Second Offense Administrative Citation Third or more offense Carry of a Concealed Weapon Permit - Investigation (Per hour - 2 hour min. non- refundable set by State of California) Off-Site Vehicle inspection fee On-Site Vehicle inspection fee Overnight Parking Permit Including Investigation Notice of City Code violation LA County / Pasadena booking Fee	Actual Cost; plus 15% processing fee \$97 \$6 \$7 \$114 \$227 \$564 \$133 \$65 \$32 \$5 \$61 Actual Cost plus 20% Administrative fee	per hour per permit per sticker each each each each each each each each each

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
POLICE FEES			
STAFF HOURLY RATE			
Patrol Staff	\$156	\$162	per hour
Dispatch/Records Staff	\$94	\$98	per hour
Code Enforcement Staff	\$111	\$115	per hour
Outside Court Subpoena (per employee per request)	Set by State	Set by State	set by State

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
FIRE FEES				
	Annual Fire And Life Safety Inspection			
	Annual Fire And Life Safety Inspection	\$76	\$79	per half hour; half hour minimum
EMS EMS-2	EMS/Paramedic Fees			
	EMS/Paramedic Subscription Fee	\$67	\$70	per person
	EMS Dispatch Fee	\$292	\$303	per response
	Fire Permit	\$37	\$39	each
	Reports			
	Fire Report	\$29	\$30	each
	Medical Report	\$29	\$30	each
	Appearance/Standby Fees			
	Court Appearance and Office Hearing/Non-Compliance	\$148	\$154	per hour; 2 hour minimum
	Fire Watch	\$148	\$154	per hour; 2 hour minimum
	Fire Department Training Class Fee			
	Fire Department Training Class	Actual Cost; plus 25% processing fee	Actual Cost; plus 25% processing fee	each
	Response Fees			
	Response Due To False Alarm:			
	a) First False Alarm Response	\$0	\$0	per response
	b) Two False Alarm Responses	\$113	\$100	per response
	b) Third or More Responses	\$224	\$200	per inspection
	Illegal Burning	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Hazardous Materials Clean-Up	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Weed Abatement Fees			
	Weed Abatement	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each

Fee Code	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
FIRE FEES			
Other Fees			
	\$148	\$154	each
Additional Inspection of New System after third (per additional inspection)			
Fire Inspections (Failure to comply)	\$148	\$154	each
Fire Inspections of Commercial and Multi-Residential (per 20 minutes at \$120 per hour)	\$148	\$154	each
Installation or Removal of underground storage	\$148	\$154	each
Review of requested activity - Fire permit	\$148	\$154	each
STAFF HOURLY RATE			
Fire Staff	\$148	\$154	per hour
Engine with 4 staffed positions	\$696	\$723	per hour
Equipment rental	\$0	\$140	per hour

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
UTILITY RATES				
New Meter Installation				
NMI-001	New meters: 3/4"	\$693	\$693	Minimum Fee - Plus costs over base fee
NMI-005	New meters: 1"	\$693	\$693	Minimum Fee - Plus costs over base fee
NMI-010	New meters: 1" with 1" line	\$3,148	\$3,148	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-015	New meters: 1 1/2" with 1 1/2" line	\$4,630	\$4,630	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-020	New meters: 1 1/2"	\$931	\$931	Minimum Fee - Plus costs over base fee
NMI-025	New meters: 2"	\$1,174	\$1,174	Minimum Fee - Plus costs over base fee
NMI-030	New meters: 2" with 2" line	\$5,444	\$5,444	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-035	New meters: 4"	\$5,655	\$5,655	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-040	New meters: 4" fire line	\$5,655	\$5,655	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-045	New meters: 4" with 4" line	\$6,361	\$6,361	Refundable Deposit - Less: Cost, plus 20% installation Fee
	Portable water meter rental	\$1,153	\$1,153	Minimum Fee - Plus costs over base fee
	Portable water meter deposit	\$2,117	\$2,117	Refundable Deposit - Less: damage, rental fee, and consumption
	Relocation of existing meter	\$706	\$706	Refundable Deposit - Less: Cost, plus 20% installation Fee
	Reinstall Meter at prior location			
	Reinstall Meter	\$84	\$84	5/8", 3/4", & 1" meters (each occasion)
	Reinstall Meter	\$84	\$84	1 1/2" & 2" meters (each occasion)
Other Fees & Services				
	New service or termination of existing service	\$53	\$53	Per request
	Owner request for seal/unseal meter	\$86	\$86	Per request
	Water delinquent turn off/on	\$86	\$86	Per delinquent shut off/on

Fee Code		Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	Unit
UTILITY RATES				
	24 hour notice for turn-off	\$40	\$40	Per occasion
	Unauthorized connection to City line	\$2,244	\$2,244	Fine per citation Plus estimated commodity charge
	Unauthorized connection to fire hydrant	\$2,244	\$2,244	Fine per citation Plus estimated commodity charge
	Unauthorized use or alteration of water meter	\$2,244	\$2,244	Fine per citation Plus estimated commodity charge
	Water meter testing	\$78	\$78	Fee for testing, more than 2% error rate
	Sale of excess water to other municipalities	\$27	\$27	One time fee, non-refundable
	Utility Account Establishment Fee	\$63	\$63	Refund in one year with good payment history or \$0 deposit with letter from other
	Deposit for new water service - Owner occupied property	\$0	\$0	Up to Three times the highest months bill - held until final bill
	Deposit for new water service - Tennant occupied property	\$0	\$0	Three times the highest month - held until 12 mo. on time payments
	Deposit for non/late payment of utility bill	\$97	\$97	Per after hours service request
	Deposit for non/late payment of utility bill After hours service initiation/termination fee	\$97	\$97	Per after hours service request
SWR005	Sewer Sewer Permit	\$88	\$88	Minimum Permit Fee
SWR010	Other Sewer Fees Sewer Connection Fee	\$341	\$341	Per connection
SWR015	Sewer Dye test	\$245	\$245	Per request
SWR020	Sewer Stoppage Investigation	\$122	\$122	Per investigation.
SWR025	Saddle Main Line	\$372	\$372	Per request (includes two inspections)
SWR030	Residential Sewer Connection	\$122	\$122	Per request

	Current Fee FY 2018-2019	Adopted Fee FY 2019-2020	
UTILITY RATES			
Water Charges			BI-MONTHLY CHARGE
Meter Size			Per connection per bill
5/8", 3/4"	79.57	82.59	
1"	97.22	100.91	
1-1/2"	140.92	146.27	
2"	193.58	200.94	
3"	360.52	374.22	
4"	606.17	629.20	
Low Income Discount			
5/8", 3/4"	51.79	53.76	Per connection per bill
1"	69.55	72.19	Per connection per bill
1-1/2"	99.15	102.92	Per connection per bill
2"	134.67	139.79	Per connection per bill
3"	217.54	225.81	Per connection per bill
4"	335.94	348.71	Per connection per bill
Infrastructure Fixed Charge			
5/8", 3/4"	38.07	39.52	Per connection per bill
1"	63.58	66.00	Per connection per bill
1-1/2"	126.77	131.59	Per connection per bill
2"	202.91	210.62	Per connection per bill
3"	444.28	461.16	Per connection per bill
4"	799.47	829.85	Per connection per bill
Variable Charge			
Single Family			
Tier 1	2.70	2.80	Per 100 cu. ft. of water (1 unit)
Tier 2	4.23	4.39	Per 100 cu. ft. of water (1 unit)
Multi-Family			
Non-Residential	3.73	3.87	Per 100 cu. ft. of water (1 unit)
Irrigation	3.71	3.85	Per 100 cu. ft. of water (1 unit)
Institutional	3.81	3.95	Per 100 cu. ft. of water (1 unit)
	4.10	4.26	Per 100 cu. ft. of water (1 unit)
Sewer Charges-Fixed			
Customer Class			
Residential	35.36	36.42	Bi-monthly Charge
Non-Residential			
Commercial	28.70	29.56	Bi-monthly Charge
Institutional	28.70	29.56	Bi-monthly Charge
Sewer Charges-Variable			
Non-Residential	0.65	0.67	Cost per CCF
Commercial	0.65	0.67	Cost per CCF
Institutional			