

CITY OF SIERRA MADRE

FEE SCHEDULE

FY 2021-2022

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.

Table of Contents

FEE SCHEDULE	PAGE
Administrative Fees	2
Planning and Zoning Fees	4
New Construction Permit Fees	9
Building and Safety Permit Fees	12
Public Facilities Fees	14
Public Works Fees	15
Library Fees	18
Facility Rental Fees	19
Field, Park, Garden Plot, and Banner Fees	20
Film Permit Fees	22
Special Event Fees	24
Police Fees	26
Fire Fees	29
Utilities & Utility Rates	31

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 2020-2021	Adopted Fee FY 2021-2022	Unit
ADMINISTRATIVE FEES				
	Annual Business License Fees			
	New Business License Issuance			
Multiple	a) Home Occupation	\$234	\$234	per year
Multiple	b) Contractor	\$318	\$318	per year
Multiple	c) All Other Businesses	\$342	\$342	per year
Multiple	d) 30 Day Contractor	\$160	\$160	per year
	Business License Renewal			
Multiple	a) Home Occupation	\$128	\$128	per year
Multiple	b) Contractor	\$211	\$211	per year
Multiple	c) All Other Businesses	\$181	\$181	per year
Multiple	d) 30 Day Contractor	\$107	\$107	per year
	License/Permit Fees - Other			
	City Contractor Business License			
CON001	a) New	\$172	\$172	each
CONR01	b) Renewal	\$92	\$92	each
3117	One-Day/Special Event License Fee	\$42	\$42	per event; must have established beginning and ending date and time
BP 020	SB 1186 DSA Fee	\$4	\$4	Senate bill No 1186 mandated fee
3116	Solicitor Permit	\$117	\$117	per person, per day
3120	Vending Machine License Fee	\$48	\$48	per machine, per year
	Other Fees			
	Reproduction Fees			
COPIES	a) Copying and/or Printing	\$0.10	\$0.10	per page
DWDS	b) Copying Tapes, DVDs, Flash Drive Returned Check Fees	\$5	\$4	each
RET CK	a) First Check	\$41; plus bank fees	\$41; plus bank fees	each
RET CK	b) Each Subsequent Check	\$41; plus bank fees	\$41; plus bank fees	each

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
ADMINISTRATIVE FEES				
	Trash Compactor Message Board Advertisements - 30 day period - Each Additional - 30 day period - Each Additional message board (up to 2 boards)	\$150 \$65 \$65	\$150 \$65 \$65	per 30 days per 30 days each message board
	Dial-A-Ride Fees a) Dial-A-Ride Inside City (Seniors/Handicapped) b) Dial-A-Ride Outside City (Seniors/Handicapped) c) Fixed Route Service - General d) Fixed Route Service - Children / Senior (Over 65) / Handicapped	\$0.50 \$0.50 \$2 \$1	\$0.50 \$0.50 \$2 \$1	one way one way one way with City ID card
	Dog License Fees Fees established by Pasadena Humane Society			
	Other Fees Garage Sale Application Collections	\$20 10%	\$20 10%	per weekend per month; max of 100% of original fee per hour
GARAGE SAL				
ADMIN STAFF	Administrative Services Staff	\$134	\$134	

Fee Code	PLANNING AND ZONING FEES (1)	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
	Zoning Fees			
	Design Review Permit:			
	a) Administrative Design Review Permit	\$2,415	\$2,454	each
	b) Standard	\$5,319	\$5,404	each
	Conditional Use Permit:			
CU001	a) Minor	\$2,415	\$2,454	each
CU005	b) Standard	\$5,319	\$5,404	each
	Hillside Development Permit:			
HDP001	a) Administrative Hillside Development Permit	\$2,415	\$2,454	each
HDP005	b) Standard	Actual Cost; plus 15% processing fee	\$10,000 Deposit against Actual Cost; plus 15% processing fee	each
	Variance			
VAR001	a) Minor	\$2,415	\$2,454	each
VAR005	b) Standard	\$5,319	\$5,404	each
	Accessory Dwelling Unit (Second Unit)			
PZ025	Accessory Dwelling Unit Permit	\$2,415	\$2,454	each
CU010	Extension or Modification	75% of Original Filing Fee	75% of Original Filing Fee	each
PZ030	Zoning Verification Letter	\$404	\$411	each

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PLANNING AND ZONING FEES (1)				
CU020	Appeals	75% of Original Filing Fee	75% of Original Filing Fee	
	Deposit Requirement	100% of Estimated Cost and processing fee	100% of Estimated Cost and processing fee	
	Appeals for Administrative Design Review Permit Reduced Fee if successful in the appeal by property owner	\$500	\$500	
General Amendments				
PZ001	Zone Change Application	\$8,038	\$8,167	each
PZ005	General Plan Amendment	\$8,038	\$8,167	each
PZ010	Municipal Code Text Amendment	\$8,038	\$8,167	each
MP001	Master Plan	\$8,038	\$8,167	each
SP001	Specific Plan	\$8,038	\$8,167	each
Wireless Facilities				
	Minor Modification to Wireless Facilities	\$1,222	\$1,241	each
	New Wireless Facilities	\$5,319	\$5,404	each
	New Small Cell Wireless Facilities (1 to 5 Units)	\$1,031	\$1,047	each
	New Small Cell Wireless Facilities (each additional >5)	\$103	\$105	each
Home Occupation Permits				
PZ015	a) Affidavit	\$37	\$38	each
PZ020	b) Administrative Discretionary	\$404	\$411	each
Environmental Fees				
EVN030	Fish and Wildlife Fee (State) - EIR Filing	\$3,390	\$3,446	Per State
EVN035	Fish and Wildlife Fee (State) - Negative declaration filing	\$2,440	\$2,481	Per State
EVN040	Fish and Wildlife Fee (State) - Mitigated Negative declaration filing		\$2,481	Per State
EVN045	Fish and Wildlife Fee Exemption		\$75	Per State

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PLANNING AND ZONING FEES (1)				
EVN001	Categorical Exemption	\$181	\$184	each
EVN005	Initial Study - Negative Declaration	\$2,660	\$2,703	each
EVN010	Initial Study - Mitigated Negative Declaration	\$7,091	\$7,205	each
EVN015	Environmental Impact Report	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
EVN020	Geotechnical Report Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
Noticing Fees				
Noticing Publication and Postage				
NF001	a) Administrative Review Only	\$359	\$365	each
NF005	b) Planning Commission and City Council	\$713	\$725	each
Sign Permit				
SGN001	a) Temporary	\$181	\$184	each
SGN005	b) Temporary - Admin Review	\$359	\$365	each
SGN010	c) Administrative Review Required	\$359	\$365	each
SGN015	d) Planning Commission Review Required	\$713	\$725	each
Mills Act Fee				
MILL001	Mills Act Application Certificate of Appropriateness	\$2,086	\$2,119	each
Temporary Use Fees				
Temporary Use Permit:				
TU010	a) Block Party	\$49	\$50	each
TU005	b) All Other Uses Not Linked to a Special Event or Civic Event	\$144	\$147	each

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PLANNING AND ZONING FEES (1)				
	Administrative Historic Resource Determination DPR-Form to Determine Eligibility Historic Resource Evaluation (Eligible Projects)	\$1,200 \$3,400+	\$1,200 \$3,400+	
	Water Efficient Landscapes			
WT001	a) Water Efficient Landscape Plan Check Fee	\$464	\$488	each
WT002	b) Landscape Permit and Inspection Fee	\$348	\$354	each
	Copies and Print Services			
OTH025	Copy of General Plan Land Use Map (Large - Plotter Size)	\$21	\$21	per page
OTH030	Copy of Zoning Map (Large - Plotter Size)	\$21	\$21	per page
	Other Fees			
OTH005	Request for Public Facilities Fee Reduction/Waiver	\$927	\$942	each
OTH010	Pre Development Application Review	\$913	\$928	each
OTH015	Request for Planning Consultation or Letter	\$98	\$100	per request
	Vacant Property Registration Fee	\$274	\$279	each
	Subdivision Fees			
	Subdivision Prefiling	\$2,330	\$2,367	each
PZ055	Parcel Map - Tentative/Vesting Tentative	\$7,643	\$7,765	each
PZ050	Tract Map - Tentative/Vesting Tentative	\$11,666	\$11,852	each
PZ070	Final Parcel Map Review, subdivision resulting into 4 parcels or less	\$5,000	\$5,080	each
	Final Tract Map Review, subdivision resulting into more than 4 parcels	\$7,500	\$7,620	each
PZ075	Map Extension	\$1,070	\$1,087	each
PZ080	Map Amendment	\$5,269	\$5,354	each

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PLANNING AND ZONING FEES (1)				
PZ035	Lot Line adjustment application and review	\$4,500	\$4,572	each
PZ040	Lot Merger application and review	\$3,000	\$3,048	each
	Vesting Tentative Tract Map Prefiling	\$500 for the first 5 lots, \$25 per lot over 5 lots	\$500 for the first 5 lots, \$25 per lot over 5 lots	
	Deposit Requirement	100% of Estimated Cost and processing fee	100% of Estimated Cost and processing fee	each
	STAFF HOURLY RATE			
DEVSTAFF	Planning & Community Preservation Staff	\$240	\$244	per hour
PWSTAFF	Public Works Engineering Staff	\$166	\$169	per hour
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
NEW CONSTRUCTION FEES				
PC007	Building Permit Fees (1) Over the Counter Plan Check	\$480	\$488	each
PC007.5	Plan Check Revision Fee	\$464	Actual Cost	Per 30 min.
PC002	Plan Check (Valuation \$1 to \$4,000)		\$471	each
PC003 BP002	Plan Check (Valuation \$4,001 to \$25,000)	\$811-\$1,100 \$787 for the first \$4,000, plus \$13.76 for each add'l \$1000, or fraction thereof, to and including \$25,000	\$800-\$1,094 \$800 for the first \$4,000, plus \$13.98 for each add'l \$1000, or fraction thereof, to and including \$25,000	each each
PC003.5 BP003	Plan Check (Valuation \$25,001 to \$50,000)	\$1,190-\$1,534 \$1,190 for the first \$25,000, plus \$13.76 for each add'l \$1,000 or fraction thereof, to and including \$50,000	\$1,209-\$1,559 \$1,209 for the first \$25,000, plus \$13.98 for each add'l \$1,000 or fraction thereof, to and including \$50,000	each each
PC004	Plan Check (Valuation \$50,001 to \$100,000)	\$1,625 for the first \$50,000, plus \$15.56 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,651 for the first \$50,000, plus \$15.81 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
PC004.5	Plan Check (Valuation \$100,001 and Up)	\$2,403 for the first \$100,000, plus \$11.22 for each add'l \$1,000, or fraction thereof	\$2,441 for the first \$100,000, plus \$11.40 for each add'l \$1,000, or fraction thereof	each
PC008	Expedited Plan Check	150% of the Plan Check Fee	150% of the Plan Check Fee	

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
NEW CONSTRUCTION FEES				
	Building Permit Fees (1)			
BP001	Permit (Valuation \$1 to \$4,000)	\$239	\$243	each
BP002	Permit (Valuation \$4,001 to \$25,000)	\$452 for the first \$4,000, plus \$28.46 for each add'l \$1,000, or fraction thereof, to and including \$25,000	\$459 for the first \$4,000, plus \$28.92 for each add'l \$1,000, or fraction thereof, to and including \$25,000	each
BP003	Permit (Valuation \$25,001 to \$50,000)	\$1,142 for the first \$25,000, plus \$16.61 for each add'l \$1,000, or fraction thereof, to and including \$50,000	\$1,160 for the first \$25,000, plus \$16.88 for each add'l \$1,000, or fraction thereof, to and including \$50,000	each
BP004	Permit (Valuation \$50,001 to \$100,000)	\$1,567 for the first \$50,000, plus \$16.61 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,592 for the first \$50,000, plus \$16.88 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
BP005	Permit (Valuation \$100,001 and Up)	\$2,036 for the first \$100,000, plus \$11.74 for each add'l \$1,000, or fraction thereof	\$2,069 for the first \$100,000, plus \$11.93 for each add'l \$1,000, or fraction thereof	each

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
NEW CONSTRUCTION FEES				
Building Permit valuation based on current International Code Council (ICC)				
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 \$25,001-50,000 \$50,001-75,000 \$75,001-100,000 Every \$25,000 or fraction thereof above \$100,000	\$1	\$1	Senate Bill No. 1473 mandated fee.
BP015		\$2	\$2	Senate Bill No. 1473 mandated fee.
BP015		\$3	\$3	Senate Bill No. 1473 mandated fee.
BP015		\$4	\$4	Senate Bill No. 1473 mandated fee.
BP016		Add \$3	Add \$3	Senate Bill No. 1473 mandated fee.
BP020	SB 1186 DSA Fee	\$4	\$4	Senate bill No 1186 mandated fee
DEVSTAFF PWSTAFF	STAFF HOURLY RATE Planning & Community Preservation Staff Public Works Engineering Staff DEPOSIT REQUIREMENTS	\$240 \$166 Deposits will be required to begin work; based upon estimated time to complete project	\$244 \$169 Deposits will be required to begin work; based upon estimated time to complete project	per hour per hour

Fee Code	Building and Safety Fees	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
Mechanical, Plumbing, and Electrical				
Mechanical, Plumbing, and Electrical Permits are each separate Building Permit Categories in which multiple inspections may occur. Inspections Bundle fees are based on number of inspections within a given Building Permit Category.				
(1) Includes air handling units, compressors, boilers, forced air units, furnaces, hoods, fans, vents, bathtubs, dishwashers, drinking fountains, laundry tubs, lawn sprinklers, piping alterations, showers, sinks, toilets, vac breakers, washbasins, water heaters, water softeners, home appliances, heating appliances, branch circuits, motors and AC units, outlets and fixtures.				
(2) When calculating fees, each ten branch circuits shall be considered one item, and each twenty outlets or fixtures shall be considered one item.				
ELE001/MEC 001/PLB001	a) 1 - 3 Items/Fixtures	\$245	\$249	each
ELE001/MEC 001/PLB001	b) 4 - 6 Items/Fixtures	\$348	\$354	each
ELE001/MEC 001/PLB001	c) 7 - 10 Items/Fixtures	\$581	\$591	each
ELE001/MEC 001/PLB001	d) 11 - 15 Items/Fixtures	\$683	\$693	each
ELE001/MEC 001/PLB001	e) 16 - 20 Items/Fixtures	\$870	\$884	each
ELE001/MEC 001/PLB001	f) 21 - 25 Items/Fixtures	\$1,101	\$1,119	each
ELE001/MEC 001/PLB001	g) 26 or More Items/Fixtures	\$1,333	\$1,354	each
Other Plumbing Permits/Inspections				
Pool Related Inspections:				
PLB005	a) Swimming Pool Piping	\$695	\$706	each
PLB010	b) P-Trap for Pool	\$117	\$118	each
Sewer/Septic Related Inspections:				
PLB015	a) House Sewer Connecting To Public Sewer	\$348	\$354	each
PLB020	b) All Other Sewer/Septic Inspections	\$695	\$706	each
PLB025	Water Piping System	\$464	\$471	each

Fee Code	Building and Safety Fees	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
	Other Electrical Permits/Inspections			
ELE020	Motors & AC Units - (Over 10HP)	\$181 plus \$10.38 per branch	\$184 plus \$10.55 per branch	each
ELE030	Service	\$218	\$221	each
ELE035	Solar	\$450	\$450	Per State Law
	Solar over 15 kW		\$450 plus \$15/kW over 15kW	Per State Law
ELE040	Temporary Power Pole	\$48	\$49	each
	Other			
	Sales of Maps	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Field Consultation - Per hour after first 15min - in 15 min increments	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Office Consultation - Per hour after first 15min - in 15 min increments	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Correspondence request - Per hour after first 15min - in 15 min increments	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Request for City Council or Commission Action	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Public Works Administrative Plan Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Consulting	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	DEPOSIT REQUIREMENTS			
DEM001	Demolition Permit Fee	\$127	\$129	each
	Discretionary Demolition Permit Fee	\$1,222	\$1,241	each
	Extension or Modification	75% of Original Filing Fee	75% of Original Filing Fee	each
	Commencing Work Without a Permit	Double Fee	Double Fee	each
	Impound of shared mobile devices	\$103	\$105	each
	STAFF HOURLY RATE			Unit
DEVSTAFF	Planning & Community Preservation Staff	\$240	\$244	per hour
PWSTAFF	Public Works Engineering Staff	\$166	\$168	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	

2021 PUBLIC FACILITIES FEE RATE SCHEDULE

Land Use	General Government		Public Safety		Parks (Quimby)	Traffic	Water	Sewer	TOTAL
		Library							
Residential									
Single Family	\$2,603.73	\$1,507.34	\$2,036.14	\$13,617.83	\$5,333.90	\$12,468.28	\$14,316.18	\$51,883.41	
Multi Family	\$1,622.30	\$939.76	\$1,268.81	\$8,489.41	\$4,266.26	\$5,178.71	\$3,565.04	\$25,330.29	
Nonresidential									
Commercial	\$630.81	\$0.00	\$490.86	\$0.00	\$13,252.85	\$3,304.95	\$2,927.04	\$20,606.51	
Office	\$839.17	\$0.00	\$655.24	\$0.00	\$11,695.21	\$3,304.95	\$2,927.04	\$19,421.61	
Industrial	\$421.02	\$0.00	\$327.62	\$0.00	\$4,272.01	\$2,748.57	\$2,438.48	\$10,207.70	

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PUBLIC WORKS FEES				
<u>PUBLIC WORKS FEES FOR GRADING/DRAINAGE/LID PLANS</u>				
GRD025	Refundable bond deposit for Grading/Drainage LID projects	\$2,062	\$2,095	Deposit against costs
GRD025	a) < 1,000 Square Feet	\$4,124	\$4,190	Deposit against costs
	b) > 1,000 Square Feet			
	Grading Plan Check/Inspection			
	Preliminary Project Review	\$1,605	\$169	per project
	Plan Check and Inspection fee < 1,000 Square Feet	\$3,211	\$3,262	per permit
	Plan Check and Inspection fee > 1,000 Square Feet	\$34	\$35	per permit
	Permit	\$166	\$169	per permit
	Drainage only < 500SF upon reported concerns			per permit
	Drainage only Permit		\$35	per permit
	<u>Drainage/Precise Grading Plan Check Fees</u>			
	Street/Curb/Pavement/Drive Fees			
SC001	Preliminary Project Review	\$331	\$336	per project
SC005	Curb Drain/Parkway Culvert	\$250	\$253	per permit
SC010	Driveway Approach	\$253	\$257	per permit
SC020	Curb and Gutter	\$253	\$257	per permit
	Excavation			
SC025	Paved	\$250	\$253	per permit
SC030	Unpaved	\$166	\$169	per permit
	Sidewalk Improvement			
	Sidewalk Improvement	\$253	\$257	per permit
	Street/Address Assignments			
ADDRESS002	Street Name assignment or change	\$490	\$498	per request
ADDRESS001	Street Address assignment or change	\$327	\$332	per request

Fee Code	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PUBLIC WORKS FEES			
	<u>Public Improvement Inspection Fees</u>		
	Public Improvement Inspection (Project Valuation)	Actual Cost; plus 15% processing fee	per project
	Continuous Inspection (Contract)	Actual Cost; plus 15% processing fee	per project
	Public Improvement Inspection Deposit	15% processing fee \$10,000 deposit against costs	per project
	Improvement Construction - Plan Check	Actual Cost; plus 15% processing fee	per project
	<u>Extension Fee</u>		
PI010	Review of Project Extension Request	Actual Cost; plus 15% processing fee	per request
	<u>Encroachment Fees</u>		
EN001	Crane Operation/Lane Blockage	\$506	per permit
EN005	Fence or Wall	\$169	per permit
EN010	Irrigation	\$169	per permit
EN015	Lighting or Minor Structures	\$169	per permit
EN020	Material Storage	\$86	per permit
EN025	Oversize Load	\$86	per permit
EN030	Scaffolding	\$316	per permit
EN035	Sidewalk Dining	\$443	per permit
EN040	Sidewalk Sale	\$145	per permit
EN045	Street Closure	\$230	per permit
EN050	Sign	\$169	per permit
EN055	Trash Bin/Temporary Storage	\$86	per permit

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
PUBLIC WORKS FEES				
	Tree Fees			
LS010	Commission Review	\$166	\$169	each
ST006	Tree Replacement/Mitigation	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Other			
FOG001	FOG permit Annual Inspection	\$250	\$253	annually
FOG005	FOG Reinspection Fee	\$85	\$86	per permit
FOG010	Sewer Cleaning Fee	\$379	\$385	annually
NPD001	NPDES Illicit Discharge Response Fee	\$248	\$252	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			Unit
PWSTAFF	Public Works Engineering Staff	\$166	\$169	per hour

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
LIBRARY FEES			
Miscellaneous			
Flash Drive Purchase	\$4	\$4	each
Photocopies (Black and White)	\$0.20	\$0.10	each
Photocopies (Color)	\$0.20	\$0.20	each
Projector or Screen Rental (plus \$25 refundable deposit)	\$25	\$25	each
Material Replacement			
Container Replacement - Covers, CD, DVD, Tapes	\$2	\$2	each
Library Card Replacement	\$1	\$1	each
Replacement of Materials Fee	\$5	\$5	each
a) Administrative Processing Fee (non-periodical)	\$5	\$5	each
b) Material Replacement Cost (3)	\$3	\$3	each
Periodicals - Adult collection			
Periodicals - Children collection			
Young Adult Collection			
All Other Materials	cost of item+admin fee	cost of item+admin fee	each
Damaged Materials			
Damaged Pages or Parts	\$1	\$1	each
Archival Fees			
Reproduction Fee - Scanned Digital Image	\$5	\$5	each
Archival Use			
a) Books, Catalogues, Periodicals:			
i) For-Profit	\$60	\$60	per image
ii) Non-Profit	\$15	\$15	per image
b) Film, Video, TV, Digital Media, Online Use:			
i) For-Profit	\$85	\$85	per image
ii) Non-Profit	\$20	\$20	per image
c) Slide Show/Display Image:			
i) For-Profit	\$25	\$25	per image
ii) Non-Profit	\$5	\$5	per image
d) Loan Processing (Repositories or Institutions)	\$30	\$30	per loan processed
STAFF HOURLY RATE			
Library Staff - Full-Time	\$105	\$105	per hour
Library Staff - Part-Time	\$64	\$64	per hour

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FACILITY RENTAL FEES ***			
Hart Park House			
A) Daily Rental	\$222	\$222	
Private flat rate	\$84	\$84	
Private <2 hour block	\$167	\$167	
Non profit flat rate	\$84	\$84	
Non profit <2 hour block			
B) Continual Use			
1) Non Profit (Monthly)	\$267	\$267	annually
2) All Others (Weekly)	\$1,110	\$1,110	annually
City Council Chambers:			
Private flat rate	\$222	\$222	
Private <2 hour block	\$84	\$84	
Non profit flat rate	\$167	\$167	
Non profit <2 hour block	\$84	\$84	
EMT (If Required/Requested)	\$88	\$88	per hour
Facility Attendant (if required/requested) - Required for opening/closing facilities	\$28	\$28	per hour
Security Deposit	\$250	\$250	per rental; refundable, less damages
Elected Representative (For Official Business)	Fees Waived	Fees Waived	
Cancellation Fee:			
A) Cancellation 30 or More Days Prior to Event	15% of deposit retained	15% of deposit retained	each
B) Cancellation Less than 30 Days Prior to Event	50% of deposit retained	50% of deposit retained	each
Recreation Staff - Full Time	\$102	\$102	per hour
Recreation Staff - Part Time	\$28	\$28	per hour
Public Works Maintenance Staff	\$94	\$94	per hour

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

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Field Rental Fees			
Ball Field - Lighted field			
A) Local Organization/Non-Profit - 2 Hour Minimum	\$56	\$56	per hour
B) Private Group/Individuals - 2 Hour Minimum	\$99	\$99	per hour
Ball Field, basketball, tennis courts, etc. - lighted			
A) Local Organization/Non-Profit	\$33	\$33	per hour
2 Hour Minimum	\$60	\$60	per hour
B) Private Group/Individuals			
2 Hour Minimum			
Basketball, Tennis, Volleyball Courts (no minimum, lights or no lights)	\$5	\$5	per hour
Park Rental Fees			
Park Rental			
A) 1 - 100 People:			
1) Local Organization/Non-Profit	\$56	\$56	per day
2) Private Group/Individuals	\$100	\$100	per day
B) More than 100 People:			
1) Local Organization/Non-Profit	\$222	\$222	per day
2) Private Group/Individuals	\$333	\$333	per day
EMT - if requested/required	\$88	\$88	per hour

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Community Garden Plot Fees			
Community Garden Plot Quarterly Rental - half plot	\$39	\$39	per quarter
Banner Fees			
Downtown District Street Light Pole Banners - Per Sign	\$250	\$250	per week
Banner Hanging and Removal - Non-Profit Groups Only	\$1,477	\$1,477	per request
Downtown District Street Light Pole Banner Hanging and Removal			
STAFF HOURLY RATE			
Recreation Staff - Full Time	\$102	\$102	per hour
Recreation Staff - Part Time	\$28	\$28	per hour
Public Works Maintenance Staff	\$94	\$94	per hour

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

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

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FILM PERMIT FEES (1)(2)			
Still Photography *** (More than Two Cast and Crew)	\$300	\$300	per day
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	\$1,000	\$1,000	per day
B) Each Additional Day	\$750	\$750	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	\$14	\$14	per stall, per day
Refundable Deposit	\$2,222 against cost	\$2,222 against cost	

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FILM PERMIT FEES (1)(2)			
Violation of Hour Restrictions:			
Per production vehicle	\$1,172	\$1,172	per hour
Per personal vehicle	\$587	\$587	per hour
Film Monitor	\$196	\$196	per hour
Police Personnel	\$241	\$241	per hour
Fire Personnel	\$241	\$241	per hour
Cigarette Butts and Debris Pickup	\$7	\$7	
STAFF HOURLY RATE			
Recreation Staff - Full-Time/Film Monitor	\$89	\$89	per hour
Fire Staff	\$121	\$121	per hour
Police Staff	\$121	\$121	per hour
Public Works Engineering Staff	\$158	\$158	per hour
Public Works Maintenance Staff	\$90	\$90	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 2020-2021	Adopted Fee FY 2021-2022	Unit
SPECIAL EVENT FEES			
Refund or Transfer of Recreation Program Fee	\$16	\$16	per request
Special Events			
Mt. Wilson Trail Race - Adult with shirt	\$70	\$70	each
Mt. Wilson Trail Race - Youth with shirt	\$39	\$39	each
Huck Finn Day - Friday Campsite + Fishing Derby	\$60	\$60	per family of 4
Huck Finn Day - Fishing Derby Kids Only (Saturday A.M.)	\$10	\$10	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)	\$10	\$10	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)	\$32	\$32	per family of 4
Huck Finn Package - Friday Campsite + Fishing Derby + Family/ Open Fishing (All Saturday)	\$75	\$75	per family of 4
Fourth of July - Parade Entry (Non Profit)	\$27	\$27	each
Fourth of July - Parade Entry (Private)	\$27	\$27	each
Fourth of July - Firecracker Run Entry (Youth)	\$22	\$22	each
Fourth of July - Firecracker Run Entry (Adult)	\$27	\$27	each
Summer/ Seasonal Movie Series - Recommended Sponsorship	\$862	\$862	each
Concerts in the Park - Recommended Sponsorship	\$1,077	\$1,077	each
Recreation Leisure Excursions	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	

	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
SPECIAL EVENT FEES			
Special Event Permit Fee			
Local Non-profit: 1-100 people	\$63	\$63	
Private Group/Individuals: 1-100 people	\$123	\$123	
Local Non-profit: More than 100 people	\$243	\$243	
Private Group/Individuals: More than 100 people	\$484	\$484	
STAFF HOURLY RATE			
Recreation Staff - Full-Time/Film Monitor	\$102	\$102	per hour
Recreation Staff - Part-Time	\$28	\$28	per hour
Fire Staff	\$125	\$125	per hour
Police Staff	\$125	\$125	per hour
Public Works Engineering Staff	\$162	\$162	per hour
Public Works Maintenance Staff	\$94	\$94	per hour
DEPOSIT REQUIREMENTS			
	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
POLICE FEES				
	Vehicle Related Fees			
	Vehicle Release (Abandoned, Stored, Misc.) (1)	\$153	\$155	each
	Vehicle Release (D.U.I. - Driver Arrested) (1)	\$484	\$491	each
	Vehicle Release (Repossession)	\$23	\$23	each
	Citation Sign-off (Onsite)	\$18	\$18	each
	Report Fees (2)			
	Crime Report	\$0.10	\$0.10	per page; \$33 maximum
	Minor Non-Criminal Incident Report Copies - (1 page)	\$0.10	\$0.10	per page; \$20 maximum
	Lost Cell Phone Report - (For Insurance Purposes)	\$0.10	\$0.10	each
	Traffic Accident Report (Non-Injury)	\$0.10	\$0.10	per page; \$20 maximum
	Traffic Accident Report (Injury)	\$0.10	\$0.10	per page; \$33 maximum
	Fingerprinting and Letter Services			
	Livescan Fingerprinting	\$43; plus pass-thru fees	\$43; plus pass-thru fees	each
	Ink Fingerprinting (per card)	\$29	\$29	
	Clearance Letter	\$30	\$30	each
	Sign Fees			
	Illegal Sign Removal Fee (Release Of Property)	\$63	\$64	each
	a) Residential	\$32	\$32	
	b) Commercial	\$54	\$54	

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
POLICE FEES				
	Response Due To False Alarm: a) First False Alarm Response b) Two False Alarm Responses b) Third or More Responses	\$0 \$103 \$206	\$0 \$100 \$200	per response per response per response
	Response Due To Loud Party Disturbance: a) First Response b) Each Additional Response	\$0 billed hourly with 2 hour min; plus 15% administration cost	\$0 billed hourly with 2 hour min; plus 15% administration cost	per response per response
PRK	Emergency D.U.I. Response Fees Emergency Response To D.U.I. Related Collision (up to a \$1,000 max) Overnight Parking Permit Fees Annual Permit Nightly Permit Sticker Transfer or New Sticker Other Fees Administrative Citation First Offense Administrative Citation Second Offense Administrative Citation Third or more offense Carry of a Concealed Weapon Permit - Investigation (Per hour - 2 hour min. non- refundable set by State of California) Off-Site Vehicle inspection fee On-Site Vehicle inspection fee Overnight Parking Permit Including Investigation Notice of City Code violation LA County / Pasadena booking Fee	Actual Cost; plus 15% processing fee \$103 \$6 \$8 \$123 \$243 \$603 \$142 \$70 \$34 \$5 \$66	Actual Cost; plus 15% processing fee \$105 \$6 \$8 \$125 \$247 \$613 \$145 \$71 \$35 \$6 \$67	per hour per permit per sticker each each each each each each each each each

Fee Code	Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
POLICE FEES			
STAFF HOURLY RATE			
Patrol Staff	\$167	\$170	per hour
Dispatch/Records Staff	\$101	\$103	per hour
Code Enforcement Staff	\$119	\$120	per hour
Outside Court Subpoena (per employee per request)	Set by State	Set by State	set by State

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FIRE FEES				
	Annual Fire And Life Safety Inspection			
	Annual Fire And Life Safety Inspection	\$81	\$83	per half hour; half hour minimum
	EMS/Paramedic Fees			
EMS	EMS/Paramedic Subscription Fee	\$71	\$71	per person
EMS-2	EMS Dispatch Fee	\$312	\$317	per response
	Fire Permit			
	Fire Permit	\$40	\$41	each
	Reports			
	Fire Report	\$31	\$31	each
	Medical Report	\$31	\$31	each
	Appearance/Standby Fees			
	Court Appearance and Office Hearing /	\$159	\$161	per hour;
	Non-Compliance	\$159	\$161	2 hour minimum
	Fire Watch			per hour;
	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:	\$0	\$0	per response
	a) First False Alarm Response	\$100	\$100	per response
	b) Two False Alarm Responses	\$200	\$200	per response
	b) Third or More Responses	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	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

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
FIRE FEES				
	Weed Abatement Fees			
	Weed Abatement	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Other Fees			
	Additional Inspection of New System after third (per additional inspection)	\$159	\$161	each
	Fire Inspections (Failure to comply)	\$159	\$161	each
	Fire Inspections of Commercial and Multi- Residential (per 20 minutes at \$120 per hour)	\$159	\$161	each
	Installation or Removal of underground storage Review of requested activity - Fire permit	\$159	\$161	each
	STAFF HOURLY RATE			
	Fire staff - Movie Detail	\$75	\$75	per hour
	Fire Staff	\$159	\$161	per hour
	Engine with 4 staffed positions	\$745	\$757	per hour
	Equipment rental	\$144	\$147	

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
UTILITY RATES				
	New Meter Installation			
NMI-001	New meters: 3/4"	\$714	\$726	Minimum Fee - Plus costs over base fee
NMI-005	New meters: 1"	\$714	\$726	Minimum Fee - Plus costs over base fee
NMI-010	New meters: 1" with 1" line	\$3,246	\$3,298	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-015	New meters: 1 1/2" with 1 1/2" line	\$4,774	\$4,850	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-020	New meters: 1 1/2"	\$960	\$975	Minimum Fee - Plus costs over base fee
NMI-025	New meters: 2"	\$1,210	\$1,230	Minimum Fee - Plus costs over base fee
NMI-030	New meters: 2" with 2" line	\$5,613	\$5,703	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-035	New meters: 4"	\$5,830	\$5,924	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-040	New meters: 4" fire line	\$5,830	\$5,924	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-045	New meters: 4" with 4" line	\$6,558	\$6,663	Refundable Deposit - Less: Cost, plus 20% installation Fee
	Other Meter Charges			
	Portable water meter rental	\$1,189	\$1,208	Minimum Fee - Plus costs over base fee
	Portable water meter deposit	\$2,183	\$2,218	Refundable Deposit - Less: damage, rental fee, and consumption
	Relocation of existing meter	\$728	\$4,050	Up to 1" meter + abandon old service
	Relocation of existing meter	\$728	\$5,602	Up to 1 1/2" meter + abandon old service
	Relocation of existing meter	\$728	\$6,455	Up to 2" meter + abandon old service
	Reinstall Meter at prior location			
	Reinstall Meter	\$87	\$88	5/8", 3/4", & 1" meters (each occasion)
	Reinstall Meter	\$87	\$88	1 1/2" & 2" meters (each occasion)

Fee Code		Current Fee FY 2020-2021	Adopted Fee FY 2021-2022	Unit
UTILITY RATES				
	Other Fees & Services			
	New service or termination of existing service	\$55	\$56	Per request
	Owner request for seal/unseal meter	\$89	\$90	Per request
	Water delinquent turn off/on	\$89	\$90	Per delinquent shut off/on
	24 hour notice for turn-off	\$41	\$42	Per occasion
	Unauthorized connection to City line	\$2,314	\$2,351	Fine per citation Plus estimated commodity charge
	Unauthorized connection to fire hydrant	\$2,314	\$2,351	Fine per citation Plus estimated commodity charge
	Unauthorized use or alteration of water meter	\$2,314	\$2,351	Fine per citation Plus estimated commodity charge
	Water meter testing	\$80	\$82	Fee for testing, more than 2% error rate
	Sale of excess water to other municipalities	\$28	\$28	Based on specific negotiations
	Utility Account Establishment Fee	\$28	\$28	One time fee, non-refundable
	Deposit for new water service - Owner occupied property	\$65	\$66	Refund in one year with good payment history or \$0 deposit with letter from other
	After hours service initiation/termination fee	\$100	\$102	Per after hours service request
SWR005	Sewer Sewer Permit	\$91	\$92	Minimum Permit Fee
SWR010	Other Sewer Fees Sewer Connection Fee	\$352	\$357	Per connection
SWR015	Sewer Dye test	\$253	\$257	Per request
SWR020	Sewer Stoppage Investigation	\$126	\$128	Per investigation.
SWR025	Saddle Main Line	\$384	\$390	Per request (includes two inspections)
SWR030	Residential Sewer Connection	\$126	\$128	Per request

	Current Monthly Fee FY2020-2021	Adopted Monthly Fee FY2021-2022	
Water Charges			
Meter Size			MONTHLY CHARGE
5/8", 3/4"	\$42.58	\$43.26	Per connection per bill
1"	\$52.02	\$52.85	Per connection per bill
1-1/2"	\$75.40	\$76.61	Per connection per bill
2"	\$103.58	\$105.24	Per connection per bill
3"	\$192.91	\$196.00	Per connection per bill
4"	\$324.35	\$329.54	Per connection per bill
Low Income Discount:			
5/8", 3/4"	\$27.71	\$28.16	MONTHLY CHARGE
1"	\$37.21	\$37.81	Per connection per bill
1-1/2"	\$53.06	\$53.90	Per connection per bill
2"	\$72.06	\$73.21	Per connection per bill
3"	\$116.41	\$118.27	Per connection per bill
4"	\$179.76	\$182.64	Per connection per bill
Infrastructure Fixed Charge			
5/8", 3/4"	\$20.37	\$20.70	MONTHLY CHARGE
1"	\$34.02	\$34.57	Per connection per bill
1-1/2"	\$67.83	\$68.92	Per connection per bill
2"	\$108.57	\$110.31	Per connection per bill
3"	\$237.73	\$241.53	Per connection per bill
4"	\$427.79	\$434.63	Per connection per bill

	Current Monthly Fee FY2020-2021	Adopted Monthly Fee FY2021-2022	
Variable Charge			
Single Family			
Tier 1	\$2.89	\$2.93	Per 100 cu. Ft. of water (1 unit)
Tier 2	\$4.53	\$4.60	Per 100 cu. Ft. of water (1 unit)
Multi-Family			
Non-Residential			
Irrigation	\$3.99	\$4.05	Per 100 cu. Ft. of water (1 unit)
Institutional	\$3.97	\$4.03	Per 100 cu. Ft. of water (1 unit)
	\$4.07	\$4.14	Per 100 cu. Ft. of water (1 unit)
	\$4.39	\$4.46	Per 100 cu. Ft. of water (1 unit)
Sewer Charges-Fixed			
Customer Class			
Residential	\$18.75	\$19.32	Monthly Charge
Non-Residential			
Commercial	\$15.22	\$15.68	Monthly Charge
Institutional	\$15.22	\$15.68	Monthly Charge
Sewer Charges-Variable			
Non-Residential			
Commercial	\$0.35	\$0.36	Cost per CCF
Institutional	\$0.35	\$0.36	Cost per CCF