



CITY *of* BRISBANE

Fiscal Policies Subcommittee Agenda

Tuesday December 16th, 2025 at 1:30PM • Hybrid Meeting
Brisbane City Hall Annex, Annex Conference Room, 25 Park Place, Brisbane, CA

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SUBCOMMITTEE MEMBERS:

Mayor Mackin, Councilmember O’Connell

ROLL CALL

- A. Consider any request of a City Councilmember to attend the meeting remotely under the “Emergency Circumstances” of AB 2449

PUBLIC COMMENT**PRESENTATIONS AND DISCUSSION ITEMS**

- B. Business License Fee Study Progress Update
- C. Review Master Fee Study Results

PUBLIC COMMENT**ADJOURNMENT**

File Attachments for Item:

B. Business License Fee Study Progress Update



FISCAL POLICY SUBCOMMITTEE AGENDA REPORT

Meeting Date: December 16, 2025
From: Carolina Yuen, Finance Director
Subject: Overview and Progress of Business License Fee Study

Recommendation

Staff recommends acceptance of this Business License Fee Study status update.

Background

During the review of the Budget for Fiscal Year 2024-25, Council directed staff to review the existing Business License Tax program to determine if methodologies for assessing fees upon the various businesses within Brisbane are the best practice and most relevant. Given that budgeted operating expenses currently exceed our budgeted revenues, staff wanted to review our revenue streams to determine if there are additional opportunities for growth or restructuring.

Discussion

Staff met with our business license program administrator, Hinderliter De Llamas & Associates (HdL), in October 2024 to discuss our current business license portfolio and a possible business license tax study to include the existing business license fee structure and methodologies, best practices and potential methods given the current and future business types allowed in Brisbane. Depending on the business type, business license fees are calculated either by gross receipts, headcount, square footage, or other specialized methodologies. Businesses pay on one type of calculation method. Because the business license fees are considered a tax, any changes in the business license fee structure must be brought before the public for a vote during a general election. The next general election available to present an initiative for a vote will be in 2026.

Staff engaged HdL in 2025 to conduct the study and review possible changes in the current business license fee structure and calculation methodologies. HdL was engaged to support the City as follows:

1. Analyze the Current Tax Registry – analyze the City’s business tax registration database to set the baseline and build a model to enable review of potential impact for any changes. Such model will allow the review of:
 - a. Effective tax rate paid by various sizes of businesses.

- b. An analysis of length of tenure of currently active businesses in the City.
 - c. Analysis of the trends within major economic sectors and whether the City's revenue is tracking the measure of the tax (or if the current structure is deviating away from the underlying input/measure of the tax).
 - d. Analysis of net growth in numbers of businesses within the City.
 - e. Analysis of the top 100 businesses, their contributions to revenue and any trends.
 - f. Review of municipal code structure for any opportunities for administrative improvements.
- 2. Fee Analysis and Comparative Study – from data compiled from the Registry Analysis, HdL is to compare to other source data including State and nine other selected cities to identify the following:
 - a. Revenue trends and key attributes for nine other selected cities.
 - b. Visualization of the City's business license program per capita and per business compared to the other nine cities.
 - c. Trend of overall growth of business tax revenue for each of the nine other jurisdictions benchmarked against the highest year of revenue for the City.
 - d. Creation of a basket of hypothetical businesses for each jurisdiction based on composites of small, medium, large businesses of our City.
- 3. Modified Tax Structure Options – as a result of the findings of the Comparative Study, the City will be provided with several options for tax structure changes to include:
 - a. An analysis of how the taxes paid by the hypothetical businesses would change for each model.
 - b. An analysis of how the effective tax rate would be changed for various sizes of businesses in the City.
 - c. An analysis of the model's impact on locally owned and small businesses with the City.
 - d. Visualization of the proposed tax rates in the models compared to other tax rates, such as sales tax.
 - e. Analysis of the percentage of revenues from the top 100 businesses pre- and post- change, for the various options provided
- 4. Additional Support will include:
 - a. Various meetings to review the model and deliverables with City Staff, Council Subcommittee and City Council.
 - b. HdL proposes the City conduct polling with the business community for potential initiative language for November 2026 ballot. HdL will offer technical assistance post-polling to provide responses raised by community stakeholders, including the business community, and assist with Community Meetings.
 - c. Identify top businesses the City may want to contact to discuss potential impact on their businesses.

- d. Review and work with City Attorney to draft new ordinance language supporting chosen model.
- e. Provide reasonable support to City or ballot consultant the City engages to understand the models in preparation of polling and ballot initiative.

Key Milestones Achieved So Far

The City held its Kick Off Meeting on October 9, 2025. Since then, the agencies selected for comparisons were as follows:

- Deep Dive Comparisons: Emeryville, San Bruno, and South San Francisco
- High-Level Comparisons: Burlingame, Hayward, Richmond, San Carlos, Sausalito, and Tracy

Upcoming Actions

City Staff is set to meet with HdL for an initial review of the Interactive Model later this month. The attached Timeline for the Tax Study outlines additional reviews to be conducted in January and February, with recommendation to be available for Council by March. This allows timing for polling and community engagement in the Spring. The target is to have the ballot and ordinance language prepared, presented and finalized in June in time for the November 2026 Election.

Staff recommends acceptance of this Business License Fee Study status update.

Attachments:

- A. Timeline for Tax Study
- B. List of Comparison Jurisdictions



Carolina Yuen, Finance Director



Jeremy Dennis, City Manager

City of Brisbane
Timeline for Tax Study

City Council Meetings

1st and 3rd Thursday

Milestones

Due Date

Kickoff Meeting	Thursday, October 9, 2025
Meet with City to review Jurisdiction Comparisons	Week of December 8th
Meet with City to review the Interactive Model	Week of December 15th
1st Draft of PowerPoint Due to the City	Week of January 26th
Present Draft PowerPoint to Committee	TBD
2nd Draft of PowerPoint Due to the City	TBD
City Meeting to Discuss 2nd Draft of PowerPoint	TBD
Finalize Tax Study with Recommendations	Week of March 2nd 2026
Present to City Council for Input	Thursday, March 19, 2026
City to Select Tax Structure	TBD
Community Outreach and Survey	Friday, April 17, 2026
Final Polling	Friday, May 8, 2026
Ballot Language and Ordinance Finalized	Friday, May 22, 2026
First Reading of the Ordinance	Thursday, June 4, 2026
Second Reading of the Ordinance	Thursday, June 18, 2026
Submit to Registrar	Monday, August 3, 2026

TAX STUDY JURISDICTION COMPARISON PROPOSAL

Deep Dive Comparisons			
Jurisdiction	County	Population	Distance From Brisbane
South San Francisco	San Mateo	64,487	3.5 mi
San Bruno	San Mateo	42,612	4.6 mi
Emeryville	Alameda	12,905	15.8 mi
High-Level Comparisons			
Jurisdiction	County	Population	Distance From Brisbane
Burlingame	San Mateo	30,526	8.8 mi
Hayward	Alameda	159,000	26.7 mi
Tracy	San Joaquin	95,358	52.9 mi
Sausalito	Marin	7,269	16.9 mi
San Carlos	San Mateo	30,722	13.9 mi
Richmond	Contra Costa	116,448	17.4 mi

File Attachments for Item:

C. Review Master Fee Study Results



FISCAL POLICY SUBCOMMITTEE AGENDA REPORT

Meeting Date: December 16, 2025
From: Carolina Yuen, Finance Director
Subject: Results of Master Fee Study

Recommendation

Staff recommends the Subcommittee provide direction to staff and consultants regarding next steps for review of Master Fee Study and proposed Master Fee Schedule with the City Council.

Background

During the review of the Budget for Fiscal Year 2024-25, Council directed staff to conduct a Master Fee Study to review existing Master Fee Schedule and determine subsidy ratios, service costs, market trends, compliance and if we're optimizing the methods available to assess fees for services offered by the City. Given that budgeted operating expenses currently exceed the City's budgeted revenues, the City wanted to review its revenue streams to determine if there are additional opportunities for growth or restructuring. The last study was conducted in 2002.

Discussion

The City engaged Matrix Consulting Group in December 2024 to perform a Comprehensive User Fee Study (Master Fee Study). The general purpose of the study was to document the direct and indirect costs associated with fee-based city services. The study would also identify services currently provided for which fees could be assessed and understand how services and fees compare within the region. The basic steps of the study and project would include:

1. Review existing fees and services
2. Establish time estimates and service level assumptions
3. Calculate the fully burdened hourly rates
4. Conduct jurisdictional comparison
5. Develop fee recommendations and Master Fee Schedule

Matrix has met with City staff by department to review and discuss existing fees, identification of possible new fees and categories, service and cost assumptions, and proposed fees. The discussions also included comparisons to other jurisdictions and regulations to consider any changes necessary to the Master Fee Schedule.

After several meetings with staff and analysis of the data, Matrix has completed its study and has prepared the attached Comprehensive User Fee Study Report. City Staff has also prepared

the proposed Master Fee Schedule to present to City Council and stakeholders. The current target is a January Council Meeting for review.

The Study resulted in a few changes or offered feedback to the Master Fee Schedule, with the following sample:

- There were several areas that were determined that departments could charge more in relation to the cost of service.
- Although many of the current fees are reflected as much less than the cost to provide the service, some departments have elected not to charge enough to cover the full cost, primarily due to competitive pricing to neighboring jurisdictions.
- The proposed Master Fee Schedule has been reorganized for clarity and ease of reference.
- There were several fees that were higher than service cost or higher than regulation and needed to be reduced.
- The City should continue to use CPI for annual adjustment determinations.

Next Steps

Staff requests the Subcommittee review the Study results and proposed Master Fee Schedule to determine the need for additional steps, additional information or other preparation in advance of presenting to the Council. Staff also requests direction on whether the Fee Schedule should be presented to Council “as is” for consideration for adoption or prefer more discussion at the Council level, particularly to review the subsidy penetration. A public hearing is required as part of the process of implementing the fees. Staff would like the Subcommittee, City Council and stakeholders to have enough time to thoroughly review and properly implement and therefore would like to review the timeline further with the Subcommittee.

Attachments:

- A. Comprehensive User Fee Study Report
- B. Proposed Master Fee Schedule



Carolina Yuen, Finance Director



Jeremy Dennis, City Manager



COMPREHENSIVE USER FEE STUDY REPORT

DECEMBER 2025

BRISBANE, CA

MATRIX
CONSULTING GROUP

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INTRODUCTION AND EXECUTIVE SUMMARY

The report, which follows, presents the results of the Comprehensive User Fee study conducted by Matrix Consulting Group for the City of Brisbane, California.

PROJECT BACKGROUND AND OVERVIEW

The City of Brisbane has not conducted a formal fee analysis since 2002, which is approximately 13 years ago. The purpose of this study is to evaluate and determine the full cost (direct and indirect) of providing a variety of city services. The Matrix Consulting Group analyzed the cost-of-service relationships that exist between fees for service activities in the following areas: Building, Finance, Fire, Marina, Parks and Recreation, Planning, Police, and Public Works. The results of this study provide a tool for understanding current service levels and the cost for those services.

GENERAL PROJECT APPROACH AND METHODOLOGY

The methodology employed by Matrix Consulting Group is a widely accepted “bottom up” approach to cost analysis, where time spent per unit of fee activity is determined for each position within a Department or Program. Once time spent for a fee activity is determined, all applicable City costs are then considered in the calculation of the “full” cost of providing each service. The following table provides an overview of types of costs applied in establishing the “full” cost of services provided by the City:

TABLE 1: OVERVIEW OF COST COMPONENTS

Cost Component	Description
Direct	Fiscal Year 2025-26 Budgeted salaries, benefits, and allowable expenditures.
Indirect	Division, departmental, clerical, and Citywide support.

Together, the cost components in the table above comprise the calculation of the total “full” cost of providing a service, regardless of whether a fee for that service is charged. The work accomplished by Matrix Consulting Group in the analysis of the proposed fees for service involved the following steps:

- Department / Program Staff Interviews:** The project team interviewed department/program staff regarding their needs for clarification to the structure of existing fee items or for addition of new fee items.
- Data Collection:** Data was collected for each permit/service, including time estimates. In addition, all budgeted costs and staffing levels for Fiscal Year 2025-26 were entered into Matrix Consulting Group’s analytical software model.
- Cost Analysis:** The full cost of providing each service included in the analysis was established.



- **Review and Approval of Results with City Staff:** Department management has reviewed and approved these documented results.

A more detailed description of user fee methodology and legal and policy considerations are provided in subsequent chapters of this report.

SUMMARY OF RESULTS

When comparing fee-related revenue with the calculated total annual cost, the City is under-recovering its development fee-related costs by approximately \$292,000 or recovering 70% of its costs. The following table shows the revenue collected, the total annual cost, the resulting difference, and the resulting cost recovery percentage by major fee-related division.

TABLE 2: ANNUAL COST RECOVERY ANALYSIS

Division	Fee-Related Revenue	Fee-Related Cost	Difference	Cost Recovery %
Building	\$667,669	\$876,014	(\$208,346)	76%
Planning	\$25,119	\$108,295	(\$83,176)	23%
Total	\$692,788	\$984,309	(\$291,522)	70%

The most significant deficit is in relation to the Building Permit Fees, specifically permit and plan check fees for alterations and repairs. Right-sizing these fees will help the City ensure that it is appropriately capturing its costs.

For all other departments, detailed information was not available to provide the annual cost recovery impacts.

The differences highlight the disparity between current fees charged and the actual cost of providing services. As such, the City should closely evaluate and modify fees where appropriate to help bridge the cost-recovery gap.

The detailed documentation of this study will show an over-collection for some fees (on a per-unit basis) and an undercharge for most others. The results of this analysis will provide the Department and the City with guidance on how to right-size their fees to ensure that each service unit is set at an amount that does not exceed the full cost of providing that service. The display of the cost recovery figures shown in this report are meant to provide a basis for policy development discussions among City Councilmembers and City staff and do not represent a recommendation for where or how the City Council should act. The setting of the “rate” or “price” for services, whether at full cost recovery or lower, is a policy decision to be made only by the City Council with input from City staff and the community.

CONSIDERATIONS FOR COST RECOVERY POLICY AND UPDATES

The Matrix Consulting Group recommends that the City use the information contained in this report to discuss, adopt, and implement a formal Cost Recovery Policy, including a mechanism for the annual update of fees for service.



ADOPT A FORMAL COST RECOVERY POLICY

The Government Finance Officers Association's (GFOA) best practices for *Establishing Government Charges and Fees* states that governmental entities should adopt formal policies regarding charges and fees which include the jurisdiction's intention to recover the full cost or partial costs of providing services, sets forth circumstances under which the jurisdiction might set a charge for fee at less than or more than 100% of full cost, and outlines the considerations that might influence the jurisdiction's pricing decision.

The Matrix Consulting Group strongly recommends that the Council adopt a formalized, individual cost recovery policy for each service area included in this Study. Whenever a cost recovery policy is established at less than 100% of the full cost of providing services, a known gap in funding is recognized and may then potentially be recovered through other revenue sources. The Matrix Consulting Group considers a formalized cost recovery policy for various fees for service an industry Best Management Practice.

ADOPT AN ANNUAL FEE UPDATE / INCREASE MECHANISM

GFOA best practices for *Establishing Government Charges and Fees* states that governmental entities should review, and update charges and fees periodically based on factors such as the impact of inflation, other cost increases, adequacy of cost recovery, use of services, and the competitiveness of current rates to avoid large infrequent fee increases.

The purpose of a comprehensive update is to completely revisit the analytical structure, service level estimates and assumptions, and to account for any major shifts in cost components or organizational structures that have occurred since the City's previous analysis. It's recommended the City establish a practice of conducting comprehensive analyses every five to seven years as this practice captures any changes to organizational structure, processes, as well as any new service areas.

In between comprehensive updates, the City should continue to utilize published industry economic factors such as Consumer Price Index (CPI) or other regional factors to update the cost calculations established in the Study on an annual basis.



LEGAL FRAMEWORK

This section of the report is intended to provide an overview of the legal rules and regulations that govern what is considered a fee for service, how those fees can be calculated, general principles, philosophies, and general policy considerations for setting fees for service.

LEGAL FRAMEWORK

A “user fee” is a charge for a service provided by a governmental agency to a public citizen or group. California has several Government Codes and Propositions that regulate fees for service, with the purpose of ensuring that fees are reasonable and justified. The most prominent and relevant of these include:

- **Proposition 26:** Passed in 2010, specifically outlined the difference between a fee and a tax and dictates that fees must be directly related to a service and cannot exceed the reasonable cost of that service.
- **Government Code § 50076:** clarifies that fees for service costs are not special taxes and do not need voter approval.
- **Government Code § 65104:** gives local governments the authority to charge planning and zoning fees to recover processing costs.

When determining fees for service, it is important to ensure there is a **direct benefit** – the service is provided directly to the payer, and that it is **cost-based**, and does not exceed the reasonable cost of providing the service.

EXCEPTIONS TO THE RULE

While Proposition 26 defines what constitutes a user fee, and how those fees can be determined, it also provides a key exception for fees charged for facility or property rentals. This exception outlines that fees for use of government property (e.g., renting public buildings, parks, or event spaces) are voluntary transactions. Therefore, governments can charge **market-based** rental fees for these services.

GENERAL PRINCIPLES AND PHILOSOPHIES REGARDING USER FEES

Local governments are providers of many types of general services to their communities. While all services provided by local government are beneficial to constituents, some services can be classified as globally beneficial to all citizens, while others provide more of a direct benefit to a specific group or individual. The following table provides examples of services provided by local government within a continuum of the degree of community benefit received:



TABLE 3: SERVICES IN RELATION TO BENEFIT RECEIVED

"Global" Community Benefit	"Global" Benefit and an Individual or Group Benefit	Individual or Group Benefit
•Police •Park Maintenance •Fire Suppression	•Recreation / Community Services •Fire Prevention	•Building Permits •Planning and Zoning Approval •Engineering Development Review

Funding for local government is obtained from myriad revenue sources such as taxes, fines, grants, special charges, user fees, etc. In recent years, alternative tax revenues, which typically offset subsidies for services provided to the community, have become increasingly limited. These limitations have caused increased attention on user fee activities as a revenue source that can offset costs otherwise subsidized (usually) by the general fund. In Table 3, services in the "global community benefit" section tend to be funded primarily through voter-approved tax revenues. In the middle of the table, one typically finds a mixture of taxes, user fees, and other funding sources. Finally, in the "individual/group benefit" section of the table are the services provided by local government that are typically funded almost entirely by user fee revenue.

The following are two central concepts regarding the establishment of user fees:

- ❖ **Fees should be assessed according to the degree of individual or private benefit gained from services.** For example, the processing and approval of a land use or building permit will generally result in monetary gain to the applicant, whereas Police services and Fire Suppression are examples of services that are essential to the safety of the community at large.
- ❖ **A profit-making objective should not be included in the assessment of user fees.** In fact, California laws require that the charges for service be in direct proportion to the costs associated with providing those services. Once a charge for service is assessed at a level higher than the actual cost of providing a service, the term "user fee" no longer applies. The charge then becomes a tax subject to voter approval.

Therefore, it is commonly accepted that user fees are established at a level that will recover up to, and not more than, the cost of providing a particular service.

GENERAL POLICY CONSIDERATIONS REGARDING USER FEES

Undoubtedly, there are programs, circumstances, and services that justify a subsidy from a tax-based or alternative revenue source. However, it is essential that jurisdictions prioritize the use of revenue sources for the provision of services based on the continuum of benefit received.



Within the services that are typically funded by user fees, the Matrix Consulting Group recognizes several reasons why City staff or City Council may not advocate the full cost recovery of services. The following factors are key policy considerations in setting fees at less than 100 percent of cost recovery:

- **Limitations posed by an external agency.** The State or an outside agency will occasionally set a maximum, minimum, or limit on the jurisdiction's ability to charge a fee. Examples include time spent copying and retrieving public documents and/or transportation permits.
- **Encouragement of desired behaviors.** Keeping fees for certain services below full cost recovery may provide better compliance from the community. For example, if the cost of a permit for changing a water heater in a residential home is higher than the cost of the water heater itself, many citizens will avoid pulling the permit.
- **Benefit received by user of the service and the community at large is mutual.** Many services that directly benefit a group or individual equally benefit the community. Examples include Planning Design Review, historical dedications, and certain types of special events.

The Matrix Consulting Group recognizes the need for policies that intentionally subsidize certain activities. The primary goals of a User Fee Study are to provide a fair and equitable basis for determining the costs of providing services and ensure that the City complies with State law.

SUMMARY OF LEGAL RESTRICTIONS AND POLICY CONSIDERATIONS

Once the full cost of providing services is known, the next step is to determine the "rate" or "price" for services at a level which is up to, and not more than, the full cost amount. The City Council is responsible for this decision, which often becomes a question of balancing service levels and funding sources. The placement of a service or activity within the continuum of benefit received may require extensive discussion and, at times, fall into a "grey area." However, with the resulting cost of services information from a User Fee Study, the City Council can be assured that the adopted fee for service is reasonable, fair, and legal. Overall, city staff has reviewed all fees for service in this analysis and where subsidies were identified, they recommended increases where appropriate to reduce the deficit; and where over-recoveries were identified, reduced the fee to comply with the law.

USER FEE STUDY METHODOLOGY

The Matrix Consulting Group utilizes a cost allocation methodology commonly known and accepted as the “bottom-up” approach to establishing User Fees. The term means that several cost components are calculated for each fee or service. These components then build upon each other to comprise the total cost for providing the service. The following chart describes the components of a full cost calculation:



The following subsections discuss the two components of the basis of the full cost.

TIME ESTIMATION

Utilization of time estimates is a reasonable and defensible approach, especially since experienced staff members who understand service levels and processes unique to the City developed these estimates. The project team worked closely with City staff in developing time estimates with the following criteria:

- Estimates are representative of **average times** for providing services. Extremely difficult or abnormally simple projects are not factored in the analysis.
- Estimates reflect the time associated with the **position or positions** that typically perform a service.
- Estimates are reviewed by the project team for “**reasonableness**” against their experience with other agencies.
- Estimates were not based on time in motion studies, as they are not practical for the scope of services and time frame for this project.
- Estimates match the current or proposed staffing levels to ensure there is no over-allocation of staff resources to fee and non-fee related activities.

The Matrix Consulting Group agrees that while the use of time estimates is not perfect, it is the best alternative available for setting a standard level of service on which to base a jurisdiction’s fees for service and meets the requirements of California law.

The alternative to time estimating is actual time tracking, often referred to billing on a “time and materials” basis. Except in the case of anomalous or very large and complex projects, Matrix Consulting Group believes this approach to not be cost effective or reasonable for the following reasons:



- Accuracy in time tracking is compromised by the additional administrative burden required to track, bill, and collect for services in this manner.
- Additional costs are associated with administrative staff's billing, refunding, and monitoring deposit accounts.
- Customers often prefer to know the fees for services in advance of applying for permits or participating in programs.
- Departments can better predict revenue streams and staff needs using standardized time estimates and anticipated permit volumes.

Situations arise where the size and complexity of a given project warrants time tracking and billing on a "time and materials" basis. The Matrix Consulting Group has recommended taking a deposit and charging Actual Costs for such fees as appropriate and itemized within the current fee schedule.

FULLY BURDENED HOURLY RATES

The fully burdened hourly rates calculated through this study include the following components:

- **Salaries:** FY25-26 Budgeted salaries were utilized and consolidated at the positional level.
- **Benefits:** FY25-26 Budgeted benefits were utilized and consolidated at the positional level.
- **Productive Hours:** Based on Brisbane's current personnel system rules, working or productive hours were calculated. This means taking the starting total working hours and reducing the hours by vacation, sick, holidays, trainings, and administrative leave based on each bargaining unit
- **Departmental / Divisional Overhead:** This captures any internal service charges or operating supply costs such as vehicles, supplies, etc. Additionally, this component includes the cost associated with support from Director, Administrative and Analytical staff that do not directly work on fees.
- **Citywide Overhead:** This captures support provided by the City Council, City Manager, City Clerk, City Attorney, Finance, and Human Resources. The costs are based on the City's internal Cost Allocation Plan.

Together these components result in the generation of fully burdened hourly rates by position / classification and/or department / division. These rates were multiplied against the time assumptions to calculate the full cost of services noted in this report.



RESULTS OVERVIEW

The motivation behind a cost of services (User Fee) analysis is for City Council and Departmental staff to maintain services at a level that is both accepted and effective for the community and to maintain control over the policy and management of these services.

It should be noted that the results presented in this report are not a precise measurement. In general, a cost-of-service analysis takes a “snapshot in time,” where a fiscal year of financial and operational information is utilized. Changes to the structure of fee names, along with the use of time estimates, allow only for a reasonable projection of subsidies and revenue. Consequently, City Council and Department staff should rely conservatively upon these estimates to gauge the impact of implementation going forward.

Discussion of results in the following chapters is intended as a summary of extensive and voluminous cost allocation documentation produced during the Study. Each chapter will include detailed cost calculation results for each fee including the following:

- **Modifications:** discussions regarding any proposed revisions to the current fee schedule, including elimination or addition of fees.
- **“Per Unit” Results:** comparison of the full cost of providing each unit of service to the current fee for each unit of service (where applicable).
- **Annualized Results:** utilizing volume of activity estimates, annual subsidies, and revenue impacts were projected where workload was available.

The full analytical results were provided to City staff under separate cover from this summary report.



BUILDING

The Building Division is part of the Community Development Department. The Building Division is responsible for conducting plan review and inspections in order to ensure that all construction in the city is in compliance with the California Building Code. The following subsections discuss fee schedule modifications, detailed per-unit results, and annual revenue impacts for the fee-related services provided by the Building Division.

FEE SCHEDULE MODIFICATIONS

In discussions with the Building Division, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating 'Property Address Service' and 'For the Installation of Each New Domestic Water or Sewer Service', as these services are no longer offered by City staff, covered under other fees, or are now offered by other departments within the City.
- **New Fees:** Staff proposed the addition of the following fees, to capture services already provided but not codified or new services being provided:
 - 'Minimum Plan Check Fee'
 - 'Fire Support'
 - Energy Storage System
 - 'Expedited Plan Review'
 - 'Permit Refund (fee)'
 - 'Revision Processing Fee'
 - 'Reinstatement Fee'
 - Installation, Alteration Relocation of Each Electrical Service
 - Standalone plumbing permits for waterline, water piping, water heaters, and gas piping.
 - Standalone mechanical permits for
- **Modified Fees:** The following bullet points represent various miscellaneous modifications that were made to the fee schedule:
 - 'Planning Support' was proposed to shift from a flat rate to a percentage of the building permit to better reflect the services offered.
 - 'Installation, Alteration, Relocation of Each Electrical Service' fees was proposed to remove the '600 Volts or Less' header and the 'Over 600 Volts' fees to better reflect the services offered.



The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by the Building Division.

DETAILED RESULTS

The Building Division collects fees for Building Permit Fees, New Structures and Additions, Misc Fees like Plan Check Fees and Reroofing, Solar, Inspections, Electrical Permits, Plumbing Permits, and Mechanical Permits. The total cost calculated for each service includes direct staff costs and Departmental and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 4: TOTAL COST PER UNIT RESULTS – BUILDING

Fee Name	Current Fee	Total Cost	Difference
Building permit fees - Alterations, repairs, and interior changes to existing structures & plumbing, electrical, or mechanical work			
\$800-\$2,000			
Base	\$35.00	\$87.73	(\$52.73)
Each Addl. \$100	\$3.83	\$23.60	(\$19.77)
\$2,001-\$25,000			
Base	\$81.00	\$263.18	(\$182.18)
Each Addl. \$1,000	\$16.30	\$26.19	(\$9.89)
\$25,001-\$50,000			
Base	\$456.00	\$741.46	(\$285.46)
Each Addl. \$1,000	\$12.35	\$38.31	(\$25.97)
\$50,001-\$100,000			
Base	\$777.00	\$1,052.71	(\$275.71)
Each Addl. \$1,000	\$8.00	\$26.88	(\$18.88)
\$100,001-\$500,000			
Base	\$1,000.00	\$1,675.22	(\$675.22)
Each Addl. \$1,000	\$6.12	\$12.25	(\$6.13)
\$500,001+			
Base	\$3,610.00	\$4,686.65	(\$1,076.65)
Each Addl. \$1,000	\$6.12	\$6.12	(\$0.00)
New Structures and Additions			
Assembly buildings, theaters, stadiums, reviewing stands, amusement park structures			
0 - 5,000 sq. ft.			
I & II	\$0.89	\$1.03	(\$0.14)
IIB to V	\$0.77	\$0.77	\$0.00
VB	\$0.71	\$0.73	(\$0.02)
5,001 - 10,000 sq. ft.			
I & II	\$0.71	\$0.85	(\$0.14)
IIB to V	\$0.62	\$0.70	(\$0.08)
VB	\$0.57	\$0.57	\$0.00
10,000+ sq. ft.			
I & II	\$0.57	\$0.83	(\$0.26)
IIB to V	\$0.49	\$0.65	(\$0.16)



Fee Name	Current Fee	Total Cost	Difference
VB	\$0.46	\$0.54	(\$0.08)
Warehouses, gas stations, storage garages, open garages, wholesale/retail stores, churches, office buildings, bars/restaurants, printing plants, police, fire stations, factories, workshops, storage, sales, paint stores, ice plants, power plants, pumping plants, cold storage, creameries			
0 - 5,000 sq. ft.			
I & II	\$0.89	\$1.14	(\$0.25)
IIB to V	\$0.77	\$0.80	(\$0.03)
VB	\$0.83	\$0.84	(\$0.01)
5,001 - 10,000 sq. ft.			
I & II	\$0.71	\$0.85	(\$0.14)
IIB to V	\$0.62	\$0.64	(\$0.02)
VB	\$0.67	\$0.75	(\$0.08)
10,000+ sq. ft.			
I & II	\$0.57	\$0.83	(\$0.26)
IIB to V	\$0.49	\$0.53	(\$0.04)
VB	\$0.53	\$0.65	(\$0.12)
Education buildings, day care (more than 6 children - less than 6 use "R")			
0 - 5,000 sq. ft.			
I & II	\$1.08	\$1.25	(\$0.17)
IIB to V	\$0.95	\$0.95	\$0.00
VB	\$0.87	\$0.91	(\$0.04)
5,001 - 10,000 sq. ft.			
I & II	\$1.00	\$1.15	(\$0.15)
IIB to V	\$0.88	\$0.92	(\$0.04)
VB	\$0.80	\$0.83	(\$0.03)
10,000+ sq. ft.			
I & II	\$0.69	\$0.83	(\$0.14)
IIB to V	\$0.61	\$0.66	(\$0.05)
VB	\$0.55	\$0.55	\$0.00
Includes hazardous materials storage, paint shops, box factories, repair garages			
0 - 5,000 sq. ft.			
I & II	\$1.08	\$1.25	(\$0.17)
IIB to V	\$0.95	\$0.95	\$0.00
VB	\$0.88	\$0.91	(\$0.03)
5,001 - 10,000 sq. ft.			
I & II	\$0.87	\$1.15	(\$0.28)
IIB to V	\$0.76	\$0.92	(\$0.16)
VB	\$0.70	\$0.83	(\$0.13)
10,000+ sq. ft.			
I & II	\$0.69	\$0.83	(\$0.14)
IIB to V	\$0.61	\$0.66	(\$0.05)
VB	\$0.56	\$0.57	(\$0.01)
Private garages/carports, patio covers, greenhouses, water tanks, storage sheds, corrals, barns, towers, fences over 6 feet high			
0 - 5,000 sq. ft.			



Fee Name	Current Fee	Total Cost	Difference
I & II	\$0.64	\$0.74	(\$0.10)
IIB to V	\$0.53	\$0.55	(\$0.02)
VB	\$0.42	\$0.42	\$0.00
5,001 - 10,000 sq. ft.			
I & II	\$0.51	\$0.59	(\$0.08)
IIB to V	\$0.42	\$0.49	(\$0.07)
VB	\$0.34	\$0.40	(\$0.06)
10,000+ sq. ft.			
I & II	\$0.41	\$0.51	(\$0.10)
IIB to V	\$0.34	\$0.41	(\$0.07)
VB	\$0.27	\$0.33	(\$0.06)
Hotels, apartment houses, dwellings, duplexes, lodging houses, motels			
0 - 5,000 sq. ft.			
I & II	\$0.89	\$1.03	(\$0.14)
IIB to V	\$0.77	\$0.84	(\$0.07)
VB	\$0.74	\$0.77	(\$0.03)
5,001 - 10,000 sq. ft.			
I & II	\$0.71	\$0.85	(\$0.14)
IIB to V	\$0.62	\$0.72	(\$0.10)
VB	\$0.59	\$0.59	\$0.00
10,000+ sq. ft.			
I & II	\$0.57	\$0.83	(\$0.26)
IIB to V	\$0.49	\$0.65	(\$0.16)
VB	\$0.47	\$0.54	(\$0.07)
Swimming Pools (Including utilities)			
Swimming Pools	\$0.40	\$1.39	(\$0.99)
Decks			
Decks	\$0.16	\$0.96	(\$0.80)
Termite Repair			
\$1-\$250	\$80.00	\$279.20	(\$199.20)
\$250-\$20,000			
Base	\$83.00	\$311.25	(\$228.25)
Each Addl. \$1,000	\$13.45	\$15.18	(\$1.73)
\$20,000+			
Base	\$357.00	\$611.10	(\$254.10)
Misc Fees			
Reroofing Permit	\$35	\$52	(\$17)
Minimum Building Permit Fee	\$35	\$160	(\$125)
Plan Checking Fees			
Minimum Plan Check Fee	New	\$310	N/A
Commercial	60%	70%	(10%)
Residential	50%	60%	(10%)
Fire Support	New	15%	N/A
Planning Support	Modified	15%	N/A



Fee Name	Current Fee	Total Cost	Difference
Checking of plan revisions initiated by applicant (after issuance of building permit)	\$63	\$248	(\$185)
Energy code compliance plan review and inspection (separate from Section 1 and 2 permits)	\$64	\$248	(\$184)
Pre-development conference	\$76	\$248	(\$172)
Technical Plan and Report Review	Cost + 10%	Cost + 10%	N/A
Research Service Fee	\$1.63	\$17.00	(\$15)
Penalty for Building without a Permit	10x Permit Fee	10x Permit Fee	N/A
Solar			
Residential¹			
15 kW or Less	\$265.57	\$450	(\$184)
More than 15 kW	\$265.57	\$450	(\$184)
Each kW above 15 kW	\$18	\$15	\$3
Commercial²			
50kW or Less	\$971	\$1,000	(\$29)
51 kW - 250 kW	\$971	\$1,000	(\$29)
Each kW above 50 kW but less than 250 kW	\$7.00	\$7.00	\$0
> 250 kW	\$2,371	\$2,400	(\$29)
Each kW above 251 kW	\$5.00	\$5.00	(\$0)
Energy Storage System			
Application Fee	New	\$105	N/A
Storage Unit	New	\$763	N/A
Thermal System - Residential¹			
10 kWth or Less	\$450	\$450	\$0
More than 10 kWth	\$450	\$450	\$0
Each kWth above 10 kWth	\$15	\$15	\$0
Thermal System - Commercial²			
30 kWth or Less	\$1,000	\$1,000	\$0
30 kWth - 260 kWth	\$1,000	\$1,000	\$0
Each kWth above 30 kWth but less than 260 kWth	\$7.00	\$7.00	\$0
More than 260 kWth	\$2,610	\$2,610	\$0
Each kWth above 260 kWth	\$5.00	\$5.00	\$0
Expedited Plan Review	New	1.5x Fee	N/A
Engineering Review	\$461	\$601	(\$140)
Inspection Fees			
Change of Use Inspection	\$170	\$215	(\$45)
Inspection outside normal business hours	\$135	\$280	(\$145)
Requested Inspection - prior to permit issuance	\$135	\$214	(\$79)
Re-inspection	\$135	\$215	(\$80)
CASp Inspection	\$160	\$264	(\$104)
Other Provisions			
Appeal of Building Official Decision	\$170	\$500	(\$330)

¹ GOV § 66015 (a)

² Gov. Code 66015 (b)



Fee Name	Current Fee	Total Cost	Difference
Permit Refund (fee)	New	\$271	N/A
Revision Processing Fee	New	\$158	N/A
Reinstatement Fee			
Original Building Permit Fee \$500 or less	New	\$105	N/A
Original Building Permit Fee more than \$500	New	50% of original fee	N/A
Electrical Permit Fees			
Installation, Alteration Relocation of Each Electrical Service			
First 200 Ampere Capacity with one meter socket/base	New	\$478	N/A
Each additional 100 Ampere Capacity or fraction thereof	New	\$56	N/A
Each additional meter socket/base	New	\$11	N/A
Plumbing Permit Fees			
For the Repair or Replacement of each			
Waterline, Sewer Line or Drainage/Vent Piping System (or as determined by the Building Official)	New	\$247	N/A
Refrigerant Piping System	New	\$462	N/A
Water Piping System	New	\$247	N/A
Water Heater or Water Storage Tank - Single Family Dwelling	New	\$193	N/A
Water Heater or Water Storage Tank - Non-Residential	New	\$247	N/A
Tank-less water Heater Gas-fired (includes gas line, & exhaust vent & Electrical)			
Residential	New	\$193	N/A
Non-Residential	New	\$462	N/A
Gas Piping System or Gas Service			
Residential	New	\$247	N/A
Non-Residential	New	\$462	N/A
Mechanical Permit Fees			
Furnace Replacement- Single Family Residence (< 100K Btu and < 40 lineal feet of new duct)	New	\$247	N/A
For the installation, relocation or replacement of each Commercial Heating, Cooling Refrigeration Appliance. (Includes all necessary electrical circuits, fixtures, switches receptacles, gas piping, vents or water piping.)	New	\$247	N/A
For the Installation, relocation or replacement of each Boiler. (Includes all necessary electrical circuits, receptacles, switches, gas piping and vents - but does not include motors identified in E6 of the schedule)	New	\$139	N/A
For the installation, relocation or replacement of Other Fuel Burning Appliances not listed in this schedule. (Includes all necessary gas piping, vents, electrical circuits receptacles and switches.)	New	\$247	N/A
For the installation, relocation or replacement of each or Air Handler Unit, Heating or Cooling Coil or Element in a duct system. (Includes all necessary electrical circuits, receptacles or switches and piping for cooling media.)			



Fee Name	Current Fee	Total Cost	Difference
0 to 400,000 Btu	New	\$139	N/A
401,000 Btu and Over	New	\$247	N/A
For the installation, relocation or replacement of each Radiant Heating Panel Radiator or Convertor (including all necessary piping)			
1 to 5 Devices	New	\$139	N/A
Each Additional 5 Devices	New	\$17	N/A

The fees administered by the Building Division are largely new, but of the existing fees, generally under-recover for their services. For Building Permit fees, the largest deficit is in relation to the '500,001+ - base' fee at \$1,076.65.

For Permits outside the valuation-based fees, the largest deficit is in relation to the 'Appeal of Building Official Decision' under the Other Provisions fees category at \$330. The smallest under recovery is for the 'Research Service Fee' under the Misc Fees category at \$15.

ANNUAL REVENUE IMPACT

Based on the prior year's workload information, Building has a deficit of roughly \$208,000. The following table shows the revenue at the current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 5: ANNUAL RESULTS – BUILDING

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Valuation & Sq. Ft. Based Fees	\$606,084	\$792,945	(\$186,861)
Misc Fees	\$40,587	\$60,301	(\$19,714)
Solar	\$7,625	\$9,564	(\$1,939)
Electrical Permit Fees	\$6,751	\$9,082	(\$2,331)
Plumbing Permit Fees	\$6,622	\$4,122	\$2,500
Total	\$667,669	\$876,014	(\$208,346)

Building has an annual cost recovery of roughly 76%. The largest deficit is in relation to the valuation-based Building Permit Fees inspection and plan check fees. For the fees outside of the valuation and percentage-based fees, the largest deficit is in regard to the 'Reroofing Permit' under the Misc Fees category. Currently, the City charges \$35 per 1,000 sq. ft. Ft; the total cost was calculated to be \$52, resulting in a per-unit deficit of \$17. The per-unit deficit, coupled with the roughly 1,160 times this permit was issued in the last year, resulted in the large cost recovery gap. The division should review these results and adjust fees appropriately to align with divisional and departmental cost recovery goals.



FINANCE

The Finance Department is responsible for overseeing the city's financial operations, including accounting, payroll, accounts payable, collections, and utility billing. The Finance Department provides utility billing support for water. The following sections discuss fee schedule modifications and detailed per-unit results for the fee-related services associated with Finance.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fees as these services are no longer offered by City staff or are now offered by other departments within the City:
 - 'Copy of Annual Budget'
 - 'Annual Financial Report'
- **Consolidated Fees:** Staff proposed consolidating 'Single/Commercial (\$20 non-refundable)', 'Duplex (\$20 non-refundable)', and 'After 2nd Disconnection' into a 'processing' fee and 'Deposit' fee in order to simplify the fee schedule.
- **Expanded Fees:** Staff proposed expanding Returned Payment Charge (All Departments) to include two state set fees 'First Check' and 'Second & Subsequent' to better reflect the services offered.

The modifications proposed ensure that the proposed fee schedule more accurately reflects the services being provided by Finance staff.

DETAILED RESULTS

The Finance Department collects fees for Utility Billing and Finance Fees like Returned Payment Charges. The total cost calculated for each service includes direct staff costs and Division and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 6: TOTAL COST PER UNIT RESULTS – FINANCE

Fee Name	Current Fee	Total Cost	Difference
Utility Billing			
Water and Service Connection			
Processing	\$20	\$217	(\$197)
Deposit	\$70	\$107	(\$37)
Late Notice Fee	\$5	\$5	\$0
10 Day Disconnect Notice Fee	\$54	\$54	\$0
Water Turn On			
After payment of delinquent account: 8a-4p	\$55	\$102	(\$47)
After payment of delinquent account: after 4p	\$139	\$274	(\$135)



Fee Name	Current Fee	Total Cost	Difference
After 3rd notice for backflow recertification	\$307	\$291	\$16
Finance Fees			
Returned Payment Charge (All Departments)			
First Check ³	\$65	\$25	\$40
Second & Subsequent ⁴	\$65	\$35	\$30

The fees administered by the Finance Department are a mix of over- and under-recovery for its services. The largest deficit is in relation to the 'Water and Service Connection' Fees, specifically the 'Processing' fee under the Utility Billing category for \$197. The smallest non-deposit related under-recovery is in relation to 'Water Turn On' fees, specifically for an 'After payment of delinquent account: 8a-4p' fee at \$47. The largest over-recovery is in relation to the 'Returned Payment Charge (All Departments)' Fees, specifically the 'First Check' fee at \$40; however, this is a state-set fee. The smallest over-recovery is in relation to the 'Water Turn On' fees, specifically the 'After 3rd notice for backflow recertification' at \$16.

ANNUAL REVENUE IMPACT

Finance does record their utility billings and the number of checks returned at the per-unit level, as such annual results are not presented here.

³ CIV § 1719(a)

⁴ CIV § 1719(a)



FIRE

The Fire Department, who is part of the North County Fire Authority (NCFA) and provides various fee related services such as fire related annual permits, Construction Fire Permits, Hazardous Materials, and New Business Fire Inspections, Re-Inspections and various other related fees. The following subsections discuss fee schedule modifications, detailed per-unit results, and annual revenue impacts as appropriate for the fee-related services provided by the Fire Department.

FEE SCHEDULE MODIFICATIONS

In discussions, staff proposed the addition of 'Expedited Plan Review', 'Alternate Methods / Materials Request Fee' and 'Emergency Responder Radio Coverage' as they highlight services already offered but not codified on the fee schedule.

DETAILED RESULTS

The Fire Department collects fees for Annual Permits, Other Fees like Copies of Fire Reports and Firefighter Standby Fees, Construction Fire Permit Fees, and Hazardous Materials. The total cost calculated for each service includes direct consultant costs, Departmental, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 7: TOTAL COST PER UNIT RESULTS – FIRE

Fee Name	Current Fee	Total Cost	Difference
Annual Permits			
Aerosol Products	\$281	\$284	(\$3)
Asbestos/Lead Coating Removal	\$431	\$465	(\$34)
Automobile Wrecking Yard	\$290	\$310	(\$20)
Apartment House (incl. condos & congregate res.)			
3 units to 10 units	\$290	\$310	(\$20)
11 units to 20 units	\$365	\$387	(\$22)
Greater than 20 units	\$365	\$387	(\$22)
Per Unit Over 20	\$1.30	\$1.72	(\$0.42)
Battery system	\$144	\$155	(\$11)
Candles or Open Flames in Assembly Areas (may combine with assembly permit)	\$144	\$155	(\$11)
Carnivals or Fairs	\$431	\$465	(\$34)
Cellulose Nitrate Storage	\$361	\$387	(\$26)
Combustible Fiber Storage	\$290	\$310	(\$20)
Combustible Material Storage	\$290	\$310	(\$20)
Compressed Gases (in excess of the amts. listed in CFC, Table 105-A)	\$290	\$310	(\$20)
Commercial Rubbish Handling Plant	\$420	\$465	(\$45)



Fee Name	Current Fee	Total Cost	Difference
Cryogen's (in excess of the amounts listed in CFC, Table 105-B)	\$431	\$465	(\$34)
Dry Cleaning Plants	\$290	\$310	(\$20)
Dust Producing Operations	\$290	\$310	(\$20)
Explosives or Blasting Agents	\$431	\$465	(\$34)
Fireworks Display (fees for standby Fire staff, when req'd, are add'l) \$420	\$431	\$465	(\$34)
Flammable or Combustible Liquid Pipeline	\$431	\$465	(\$34)
To Store, Handle or Use Flam/Combust. Liquids	\$215	\$232	(\$17)
Flammable or Combustible Liquids in Tanks, vessels > 60 gal. capacity); largest	\$431	\$465	(\$34)
Up to 10,000 gallons tank size:			
1 tank	\$418	\$439	(\$21)
<u>2-3 tanks</u>			
Base	\$418	\$439	(\$21)
Each Additional Tank Over the First	\$125	\$129	(\$4)
<u>3 + tanks</u>			
Base	\$558	\$594	(\$36)
Each Additional Tank Over the First	\$290	\$310	(\$20)
Over 10,000 to 100,000 gallons tank size:			
1 tank	\$629	\$672	(\$43)
<u>2-3 tanks</u>			
Base	\$629	\$672	(\$43)
Each Additional Tank Over the First	\$290	\$310	(\$20)
<u>3+ tanks</u>			
Base	\$834	\$879	(\$45)
Each Additional Tank Over the First	\$290	\$310	(\$20)
Over 100,000 gallons tank size:			
1 tank	\$1,256	\$1,344	(\$88)
<u>2-3 tanks</u>			
Base	\$1,256	\$1,344	(\$88)
Each Additional Tank Over the First	\$312	\$336	(\$24)
<u>3+ tanks</u>			
Base	\$1,256	\$1,344	(\$88)
Each Additional Tank Over the First	\$312	\$336	(\$24)
Tank Vehicles	\$215	\$232	(\$17)
Install, Alter, Remove, Abandon, Place Temporarily Any	\$578	\$620	(\$42)
Fumigation or Thermal Insecticidal Fogging:	\$215		
Hazardous Materials (to store, disperse, handle amounts in excess of the quantities listed in CFC table 105.620)	refer to Hazardous material table HM-1		
High-Piled Combustible Storage	\$431	\$465	(\$34)
High-Rise Building Annual Inspection	\$431	\$465	(\$34)
Hot work operations:	\$216	\$232	(\$16)
Hotels, Motels and Lodging Houses	\$290	\$310	(\$20)
Liquefied Petroleum Gases (except portable containers <125 gal. cap.)	\$290	\$310	(\$20)



Fee Name	Current Fee	Total Cost	Difference
Liquid/Gas-Fueled Vehicles or Equipment in Assembly Buildings	\$216	\$232	(\$16)
Lumber Yards (over 100,000 board feet)	\$290	\$310	(\$20)
Magnesium Working	\$216	\$232	(\$16)
Mall, Covered	\$431	\$465	(\$34)
Motor vehicle fuel dispensing stations:	\$431	\$465	(\$34)
Occupant Load Increase	\$290	\$310	(\$20)
Open Burning	\$290	\$310	(\$20)
Ovens, Industrial Baking or Drying	\$290	\$310	(\$20)
Places of Assembly (churches, schools, NPOs permitted at no fee)			
A-1, A-2, A-2.1	\$341	\$362	(\$21)
A-3, A-4	\$279	\$284	(\$5)
Special Assembly events	\$279	\$284	(\$5)
Pyrotechnic Special Effects Material (fees for standby Fire staff, when required,	\$426	\$465	(\$39)
Refrigeration Equipment	\$216	\$232	(\$16)
Repair Garage	\$290	\$310	(\$20)
Spraying or Dipping	\$290	\$310	(\$20)
Temporary membrane structures, tents, and canopies	\$290	\$310	(\$20)
Tire Storage	\$290	\$310	(\$20)
Wood Products (over 200 cu. ft.)	\$290	\$310	(\$20)
Other Fire Fees			
Copy of Fire Report	\$22	\$25	(\$3)
False Alarm in Excess of 3 per Calendar Year (accidental or equipment)	\$180	\$310	(\$130)
Fire Hazard Abatement performed by City or City Contractor (including, but not limited to, combustible or flammable vegetation removal)	Abatement cost plus administrative fee		
New Business Fire Inspection	\$218	\$232	(\$14)
Re-Inspection Fee (for each following second re-inspection)	\$148	\$155	(\$7)
Standby Engine Company			
First Hour	\$370	\$677	(\$307)
Each Additional Half Hour	\$108	\$338	(\$230)
Standby Firefighter (1 hour minimum)	\$119	\$215	(\$96)
Work Performed after Normal Working Hours (Callback is a 3-hr min)	\$216	\$248	(\$32)
Expedited Plan Review	New	1.5x Plan Review	N/A
Alternate Methods / Materials Request Fee	New	\$310	N/A
Construction Fire Permit Fees:			
Automatic Sprinkler System Permit (installation of suspended piping larger than 4" nominal pipe size also requires Building Department approval of imposed loading on structure):			
<u>For other than 1 and 2 family dwellings:</u>			
New (per sq. ft.)	\$0.26	\$0.33	(\$0.07)
Minimum Fee	\$330.00	\$450	(\$120)
Alteration (per sq. ft. of protected area,)	\$0.26	\$0.17	\$0.09



Fee Name	Current Fee	Total Cost	Difference
Minimum Fee	\$206.00	\$300	(\$94)
<u>One and Two-family dwellings:</u>			
New (per sq. ft.)	\$0.26	\$0.42	(\$0.16)
Minimum Fee	\$218	\$300	(\$82)
Alteration (per sq. ft. of protected area)	\$0.26	\$0.25	\$0.01
Minimum Fee	\$136	\$200	(\$64)
Fixed Extinguishing System Permit: New and Upgrade Installations	\$456	\$450	\$6
Fire Plan Check and resubmittal	\$150	\$150	\$0
Fire Alarm Permit	\$228	\$250	(\$22)
Construction, Alteration & Renovation Permit	\$198	\$200	(\$2)
Emergency Responder Radio Coverage	New	\$450	N/A
Gas Piping System Installation Permit	\$361	\$375	(\$14)
Underground Fire Protection Piping Permit	\$479	\$525	(\$46)
Consultant Service Fee (actual cost-plus admin fee)	\$57	\$300	(\$243)
Document Review (per hour)	\$144	\$300	(\$156)
Hydrant Flow Test	\$643	\$650	(\$7)
Other Services (per half hour and portion thereof)	\$72	\$150	(\$78)
Re-Inspection Fee (for each following second re-inspection)	\$148	\$300	(\$152)
Hazardous Materials Table Schedule:			
Range	Solids (pounds)		
1	0 to 500	\$408	\$450 (\$42)
2	>500 to 5,000	\$571	\$600 (\$29)
3	>5,000 to 25,000	\$765	\$800 (\$35)
4	>25,000 to 50,000	1114	\$1,151 (\$37)
5	>50,000 to 80,000	\$1,613	\$1,651 (\$38)
6	>80,000 to 120,000	\$2,334	\$2,402 (\$68)
7	>120,000	\$3,037	\$3,153 (\$116)
Range	Liquids (gallons)		
1	0 to 55	\$408	\$450 (\$42)
2	>55 to 550	\$571	\$600 (\$29)
3	>550 to 2,750	\$764	\$800 (\$36)
4	>2,750 to 5,500	\$1,114	\$1,151 (\$37)
5	>5,500 to 10,000	\$1,613	\$1,651 (\$38)
6	>10,000 to 15,000	\$2,334	\$2,402 (\$68)
7	>15,000	3037	\$3,153 (\$116)
Range	Gas (cubic feet)		
1	0 to 200	\$316	\$375 (\$59)
2	>200 to 2,000	\$571	\$600 (\$29)
3	>2,000 to 10,000	\$764	\$800 (\$36)
4	>10,000 to 20,000	\$1,114	\$1,151 (\$37)
5	>20,000 to 40,000	\$1,613	\$1,651 (\$38)
6	>40,000 to 60,000	\$2,334	\$2,402 (\$68)
7	>60,000	\$3,037	\$3,153 (\$116)



The fees administered by the Fire Department mostly under-recover. The largest deficit is in relation to 'Standby Engine Company', specifically the 'First Hour' fees under Other Fire Fees at \$307. The smallest under recovery is for the 'Automatic Sprinkler System Permit (installation of suspended piping larger than 4" nominal pipe size also requires Building Department approval of imposed loading on structure): ', specifically the 'For other than 1 and 2 family dwelling: - New (per sq. ft.)' under the Construction Fire Permit Fees category at \$0.07.

ANNUAL REVENUE IMPACT

Fire does not record the number of permits issued, general fees charged, and hazardous materials fees charged at the per-unit level, as such annual results are not presented here.

MARINA

The Marina Department is responsible for managing the Marina's fleet, slip rentals, guest berthing, fishing pier, and the bay trail. The majority of the fees charged by the Marina are for the use of space and as such are not covered under this analysis. The only fees evaluated in this analysis are the fees that are time-based. The following subsections discuss fee schedule modifications, detailed per-unit results, and annual results for the fee-related services provided by the Marina Department.

FEE SCHEDULE MODIFICATIONS

No modifications were proposed to the Marina's fee schedule as it relates to the services being evaluated in this study.

DETAILED RESULTS

While the Marina offers more fees than we listed, we only analyzed the Marina's service-based fees. The total cost calculated for each service includes direct staff costs and Division and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 8: TOTAL COST PER UNIT RESULTS – MARINA

Fee Name	Current Fee	Total Cost	Difference
Application Fee (Non-Refundable)	\$25	\$474	(\$449)
Dock Wheel / Fender Wheel Installation			
For One	\$50	\$142	(\$92)
For Two	\$80	\$142	(\$62)
Slip Transfer Fee	\$25	\$71	(\$46)
Lien Fee	\$180	\$302	(\$122)

The largest under-recovery is for an 'Application Fee (Non-Refundable)' under Move-In Costs at \$449., followed by the lien fee at \$122.

ANNUAL REVENUE IMPACT

While the Marina tracks the detailed information for each of the rentals, as the scope of this analysis wasn't a full review of the Marina's use of space fees, the annual revenue impact was not calculated.



PARKS AND RECREATION

The Parks and Recreation Department is responsible for assisting the Parks and Recreation Commission on policy decisions, organizing and administering community programs like camps, athletics, aquatics, social services, and cultural events for all age ranges, as well as managing the City's public facilities like parks, trails, community centers, and pool. The following sections discuss fee schedule modifications, detailed per-unit results, and annual results for the fee-related services provided by Parks and Recreation staff.

FEE SCHEDULE MODIFICATIONS

In discussions with Parks and Recreation staff, the following modifications were made to the current fee schedule:

- **Eliminated Fees:** Staff proposed the elimination of the 'Adult- Non-Resident Summer' fee under the Daily Admission Category, as this fee is no longer offered by the Parks and Recreation staff.
- **Modified Fees:** Staff proposed modifying the Daily Camp Fee section's resident and non-resident fees to include 'summer camp' and 'break camp' in order to more accurately reflect the services offered.

The modifications noted above ensure that the proposed fee schedule more accurately reflects the services being provided by Parks and Recreation staff.

DETAILED RESULTS

The Parks and Recreation Department collects fees for a wide variety of services. Due to the nature of these services being unique and market-based, not all fees were evaluated. In this study, fees for Facility Rentals, Aquatics, Youth Activities, and Senior lunches were evaluated. The total cost calculated for each service includes direct staff costs and Departmental and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 9: TOTAL COST PER UNIT RESULTS – PARKS AND RECREATION

Fee Name	Current Fee	Total Cost	Difference
Facility Rentals			
Mission Blue Center			
Residential			
1 Room - Weekday	\$192	\$285	(\$93)
Entire Facility - Weekday	\$297	\$379	(\$82)
1 Room - Weekend	\$239	\$302	(\$63)
Entire Facility - Weekend	\$371	\$407	(\$36)
Non-Residential			
1 Room - Weekday	\$292	\$285	\$7
Entire Facility - Weekday	\$432	\$379	\$53
1 Room - Weekend	\$357	\$302	\$55
Entire Facility - Weekend	\$547	\$407	\$140



Fee Name	Current Fee	Total Cost	Difference
Aquatics			
Daily Admission			
Adult			
Resident	\$7	\$21	(\$14)
Non-Resident	\$11	\$21	(\$10)
Youth/Senior			
Resident	\$5	\$21	(\$16)
Non-Resident	\$8	\$21	(\$13)
Monthly Passes			
Adult Resident	\$66	\$213	(\$147)
Adult Non-Resident	\$113	\$213	(\$100)
Swim Lessons			
Swim Lessons (8): Resident			
Lesson Package	\$88	\$296	(\$208)
Per Class	\$11	\$37	(\$26)
Swim Lessons (8): Non-Resident			
Lesson Package	\$120	\$296	(\$176)
Per Class	\$15	\$37	(\$22)
Semi-Private Swim Lessons (4)			
Resident	\$128	\$200	(\$72)
Non-Resident	\$185	\$200	(\$15)
Private Swim Lesson (4)			
Resident	\$178	\$334	(\$156)
Non-Resident	\$258	\$334	(\$76)
Pool Rentals			
Rec Swim Party			
Resident	\$171	\$397	(\$226)
Non-Resident	\$248	\$397	(\$149)
Rec Swim Party			
Resident	\$350	\$629	(\$279)
Non-Resident	\$500	\$629	(\$129)
Misc Rec Fees			
Lifeguard Certification	\$238	\$279	(\$41)
Piranha Swim Club			
Resident	\$6	\$18	(\$12)
Non-Resident	\$9	\$18	(\$9)
Youth Activities			
Club Rec Monthly			
Resident	\$1,961	\$2,640	(\$679)
Non-Resident	\$2,726	\$2,640	\$86
Daily Camp Fee			
Summer Camp			
Resident	\$43	\$49	(\$6)
Non-Resident	\$60	\$49	\$11
Break Camps			



Fee Name	Current Fee	Total Cost	Difference
Resident	\$43	\$54	(\$11)
Non-Resident	\$60	\$54	\$6
Preschool			
Resident	\$7	\$9	(\$2)
Non-Resident	\$9	\$9	\$0
Seniors			
Senior Lunches	\$10	\$133	(\$123)
Misc. Fee			
Processing Fee for Refunds	\$7	\$9	(\$2)

Nearly all of the fees administered by the Parks and Recreation Department under-recover. The largest under-recovery is in relation to 'Resident' fees under the Club Rec Monthly section at \$680. The smallest under-recovery is in relation to the 'Resident' fee under the Preschool section or the 'Processing Fee for Refunds' at \$2.

It is important to note that Parks and Recreation fees are different in the sense that they're based on what the market can bear and, as such, do not have to be set based on the cost of the service, but rather the market rate. Therefore, even if there are over or under-recoveries, the City must evaluate the information in the context of the desirability of the services and the rentals to determine where and how to change their fees.

ANNUAL REVENUE IMPACT

Parks and Recreation do track annual activities, but as they vary based on season and participation no annual revenue impacts were calculated.

PLANNING

The Planning Division is part of the Community Development Department. The Planning Division is responsible for long-term and current planning, turning the City's general plan into zoning regulations, area plans, and policy updates, as well as advising the Planning Commission and Zoning Administrator. The following subsections discuss fee schedule modifications and detailed per-unit results for the fee-related services provided by Planning staff.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fees as these services are no longer offered by City staff or are now offered by other departments within the City:
 - Accessory Dwelling Unit Permit
 - Setback Exception Modifications
 - 'Categorical Exemption'
 - 'Zoning enforcement penalty'
 - Concept reviews
 - 'Tie-vote at Planning Commission'
- **New Fees:** To better align with where and how services are provided, the following fees have been reassigned to their respective departments.
 - 'Ministerial Subdivision Map'
 - 'HCP Operating Program Revision'
 - 'Zoning Conformance Letter'
 - 'Height Exception to Accommodate Accessibility Improvements per BMC 17.32.060.D'
 - 'Ministerial Parcel Map'
- **Expanded Fees:** Staff proposed the expansion of the following fees to better reflect the services offered:
 - Sign Programs was expanded to include two new fees: 'New' and 'Revision to existing'.
 - Housing Development Permit was expanded to include two new fees: 'Base' and 'Per Additional Unit'
 - 'Parking lot redesign/landscape plan review (per BMC section 15.70.030)' was broken out into Parking lot redesign and landscape plan review.
 - 'Tree Removal Permit' was expanded to include '1-5 trees' and '6+Trees'



- 'Address Assignment' was expanded to include 'Required as condition of approval on a building permit' and 'Not required as condition of approval on a building permit'
- **Consolidated Fees:** Staff proposed the following consolidations in order to simplify the fee schedule:
 - 'General Plan Map', 'General Plan Text', 'Zoning Map', and 'Zoning Ordinance Text' were consolidated into a single deposit fee for 'General / Zoning Map or Text'.
 - 'Solar Height Limit Exception per BMC 17.32.060.C' was consolidated into a single fee.
- **Modified Fees:** Staff proposed the modification of the following fees in order to better reflect the services offered:
 - 'Plan Lines' was changed from charging based on each plan line to a deposit.
 - 'Planning Technician' was changed to 'Community Development Technician'.
 - 'Amendment to Approved Tentative Map or Ministerial Parcel Map' was changed to 'Amendment to Approved Tentative Map'
 - 'All other Appeals' was changed to 'Appeals'

The modifications noted above ensure that the proposed fee schedule better reflects the services being provided by Planning staff.

DETAILED RESULTS

The Planning Division collects fees for Planning Permits, Use Permits, Home Occupation Permits, Sign Permits, Amendments, Subdivisions, Appeals, Environmental Reviews, Tree Removals, Short Term Rentals, Housing Development Permits, and Stormwater Review/Inspection. The total cost calculated for each service includes direct staff costs and Departmental and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 10: TOTAL COST PER UNIT RESULTS – PLANNING

Fee Name	Current Fee	Total Cost	Difference
Full Cost Hourly Rates by Staff Position:			
Director	\$292	\$370	(\$78)
Principal Planner	\$223	\$304	(\$81)
Senior Planner	\$188	\$295	(\$107)
Associate Planner	\$158	\$258	(\$100)
Building Permit Technician	\$120	\$210	(\$90)
Community Development Technician	\$120	\$226	(\$106)
Administrative Assistant	\$117	\$221	(\$104)
Office Specialist	\$110	\$196	(\$86)
Permits:			
Use Permits:			
Conditional uses listed in District Regulations not listed below	\$1,376	\$7,422	(\$6,046)
Transfer of development rights within the R- BA district	\$3,145	\$8,861	(\$5,716)
Clustered development within the R-BA district	\$3,145	\$8,861	(\$5,716)



Fee Name	Current Fee	Total Cost	Difference
Height Limits per BMC 17.32.060.B	\$1,376	\$4,992	(\$3,616)
Condominium conversion of existing dwelling units	\$1,892	\$8,194	(\$6,302)
<u>Non conforming parking</u>			
in R and NCRO districts	\$1,376	\$7,089	(\$5,713)
in other districts	\$1,892	\$7,089	(\$5,197)
Use Permit to Expand Nonconforming Residential Uses	\$1,376	\$7,089	(\$5,713)
Home Occupation Permits:			
Home occupations in residential districts	\$45	\$172	(\$127)
Design Permits:			
Design Permit for new construction: residential	\$2,089	\$9,610	(\$7,521)
Design Permit for new construction: non-residential or mixed use	\$3,489	\$13,804	(\$10,315)
Design Permit for remodeling existing structures	\$2,089	\$12,100	(\$10,011)
Design Permit Extension	\$1,610	\$4,825	(\$3,215)
Variance:			
Variance to code provisions for new construction to all structures	\$1,575	\$7,861	(\$6,286)
Variance to code provisions for remodel of existing structures			
residential structures	\$1,180	\$7,089	(\$5,909)
other structures	\$1,575	\$7,089	(\$5,514)
Sign Permits:			
<u>Sign permits in all districts</u>			
with Hearing	\$920	\$6,922	(\$6,002)
without Hearing	\$387	\$661	(\$274)
<u>Sign Programs</u>			
New	\$1,066	\$8,194	(\$7,128)
Revision to existing	\$1,066	\$3,705	(\$2,639)
Planned Development Permits:			
Planned Development Permit	\$5,000	\$5,000	\$0
Development Agreements:			
Development Agreement	\$5,000	\$5,000	\$0
Specific Plans:			
Specific Plan	\$5,000	\$5,000	\$0
Exceptions to the Code:			
Exceptions to Fence Regulations	\$648	\$3,059	(\$2,411)
Solar Height limits Exception per BMC 17.32.060.C	\$648	\$1,415	(\$767)
Setback Exception Modification Public Hearing	\$648	\$3,061	(\$2,413)
Height Exception to Accommodate Accessibility Improvements per BMC 17.32.060.D	New	\$1,415	N/A
Minor Modifications:			
Modifications per BMC 17.56.090	\$648	\$4,992	(\$4,344)
Grading Permits:			
<u>Grading Permit Review by Planning Commission</u>			
500 CY or less	\$1,771	\$3,128	(\$1,357)
More than 500 CY	New	\$6.21	N/A
Amendments:			



Fee Name	Current Fee	Total Cost	Difference
General / Zoning Map or Text	\$2,007	\$18,879	(\$16,872)
Subdivisions:			
Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	\$3,476	\$15,038	(\$11,562)
Tentative Subdivision Map and Condominium Plans – per lot	\$275	\$285	(\$10)
Tentative Parcel Map and Condominium Plans with 4 or less lots/units	\$3,476	\$12,517	(\$9,041)
Ministerial Subdivision Map	New	\$13,589	N/A
Final Parcel Map	\$529	\$3,801	(\$3,272)
Final Subdivision Map	\$705	\$5,726	(\$5,021)
Time Extension for Approved Tentative Map	\$1,620	\$7,528	(\$5,908)
Amendment to Approved Tentative Map	\$1,620	\$7,861	(\$6,241)
Ministerial Parcel Map	New	\$4,750	N/A
Correction/Amendment to Final Map	\$447	\$2,776	(\$2,329)
Modifications to Subdivision Provisions	\$1,729	\$7,861	(\$6,132)
Vesting Tentative Subdivision Map	\$6,961	\$15,038	(\$8,077)
Vesting Tentative Subdivision Map – per lot	\$275	\$285	(\$10)
Certificate of Compliance per GC 66499.35(a) and (b)	\$1,157	\$6,122	(\$4,965)
Certificate of Compliance per GC 66499.35 (c)	\$447	\$2,776	(\$2,329)
Lot Line Adjustment	\$1,157	\$4,750	(\$3,593)
Parcel Map Waivers	\$1,157	\$6,122	(\$4,965)
Reversions to Acreage	\$1,157	\$6,122	(\$4,965)
Lot Merger	\$447	\$2,776	(\$2,329)
Appeals	\$454	\$3,367	(\$2,913)
Environmental Review:			
Initial Study/Negative Declaration	\$3,076	\$16,708	(\$13,632)
Environmental Impact Reports	Consultant Cost + 10%	Consultant Cost + 10%	N/A
Mitigation Monitoring-Inspections etc.	Hourly	Hourly	N/A
Other Services:			
HCP Operating Program Revision	New	\$14,038	N/A
Pre-application Review	Hourly	\$285	N/A
Administrative review subsequent documents from Con. of Appr.	Hourly	\$285	N/A
Parking lot redesign/Landscape plan review (per BMC section 15.70.030)	\$692	\$2,059	(\$1,367)
Research record search	Hourly	\$226	N/A
Technical report review	Consultant Cost + 10%	Consultant Cost + 10%	N/A
Telecommunications Administrative Permit	\$1,270	\$5,860	(\$4,590)
Alcohol Public Convenience Necessity (PCN)	\$648	\$3,763	(\$3,115)
Tree Removal Permit			
1-5 trees	\$397	\$1,340	(\$943)
6+ trees	\$397	\$2,490	(\$2,093)
Administrative Appeal (to City Manager)	\$114	\$2,262	(\$2,148)
Address Assignment			



Fee Name	Current Fee	Total Cost	Difference
Required as condition of approval on a building permit	\$131	\$396	(\$265)
Not required as condition of approval on a building permit	\$131	\$682	(\$551)
Construction Noise Exception Permit per BMC 8.28.080	\$784	\$3,253	(\$2,469)
Outdoor Sound Amplification Request	\$229	\$642	(\$413)
Short Term Rental Permit			
New	\$369	\$1,010	(\$641)
Renewal	\$369	\$455	(\$86)
C.3 Stormwater Review/Inspection			
Review	Consultant Cost + 10%	Consultant Cost + 10%	N/A
Inspection	\$191	\$191	\$0
Housing Development Permit			
Base 2-10 units	\$2,627	\$9,610	(\$6,983)
Per Additional Unit	Modified	\$285	N/A
Plan Lines	\$3,476	\$5,000	(\$1,524)
Lighting Deviation	\$648	\$2,896	(\$2,248)
Consultant Management Fee	10%	0%	\$0.10
Zoning Conformance Letter	New	\$894	N/A

Nearly all of the fees administered by the Planning Division under-recover for their associated costs. The largest under-recovery is \$13,632 for an 'Initial Study/Negative Declaration'. The smallest under-recovery outside of the Full Cost Hourly Rates by Staff Position: is in relation to the 'Subdivisions:' fees, specifically the 'Tentative Subdivision Map and Condominium Plans with 5 or more lots/units' and the 'Vesting Tentative Subdivision Map' fee under the Permits: category at \$10.

ANNUAL REVENUE IMPACT

Based on the prior year's workload information, Planning has a deficit of roughly \$83,000. The following table shows the revenue at the current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 11: ANNUAL RESULTS – PLANNING

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Use Permits	\$2,752	\$14,511	(\$11,759)
Variance	\$1,575	\$7,861	(\$6,286)
Sign Permits	\$1,307	\$7,583	(\$6,276)
Grading Permits	\$3,542	\$6,256	(\$2,714)
Amendments	\$2,007	\$18,879	(\$16,872)
Subdivisions	\$8,551	\$34,293	(\$25,742)
Telecommunications Administrative Permit	\$1,270	\$5,860	(\$4,590)
Tree Removal Permit	\$2,779	\$9,380	(\$6,601)
Outdoor Sound Amplification Request	\$229	\$642	(\$413)
Short Term Rental Permit	\$1,107	\$3,030	(\$1,923)
Total	\$25,119	\$108,295	(\$83,176)



Planning has an annual cost recovery of roughly 23%. The largest under-recovery is in relation to the Subdivisions category, specifically the 'Lot Line Adjustment'. This fee specifically makes up \$14,372 of the difference. Currently, the city charges \$1,157 per adjustment; the total cost was calculated to be \$4,750, resulting in a per-unit deficit of \$3,593. The large per-unit deficit, coupled with the roughly 4 times this permit was administered in the past year, results in the large cost recovery gap. The department should review these results and adjust fees appropriately to align with divisional and departmental cost recovery goals.



POLICE

The Police Department provides public safety services to the public and provides fee-related services as it relates to fingerprinting, concealed weapons, and massage permits. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by the Police staff.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the 'Repeat Nuisance Call' and 'Private Patrol Permit' fees, as these services are no longer offered.
- **Modified Fees:** Staff proposed modifying 'Copies of Tape Recordings' to 'Copies of Digital Media' in order to better reflect the services offered.

The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by Police staff.

DETAILED RESULTS

The Police Department collects fees for Copies of Reports, Alarm System Permits, Clearance & Good Conduct Letters, Concealed Weapons, Fingerprinting, Massage Certificate of Registration, Photographs, and Vehicle Releases. The total cost calculated for each service includes direct staff costs and Departmental and Citywide overhead. The following table details the fee name and total cost associated with each service offered.

TABLE 12: TOTAL COST PER UNIT RESULTS – POLICE

Fee Name	Current Fee	Total Cost	Difference
Copies of Reports	\$0	\$239	(\$239)
Alarm System Permits	\$0	\$94	(\$94)
Bicycle Registration	\$0	\$35	(\$35)
Booking Fee	\$0	\$98	(\$98)
Clearance & Good Conduct Letters:			
Resident	\$6	\$35	(\$29)
Non-Resident	\$39	\$35	\$4
Subpoena Dues / Tecum Processing	\$39	\$24	\$15
Concealed Weapons:			
Permit Process	\$75	\$379	(\$304)
Renewal Fee	\$0	\$94	(\$94)
Copies of Digital Media	\$37	\$211	(\$174)
Court Appearance All Personnel	\$275	\$275	\$0
False Alarms - Structure	\$0	\$53	(\$53)



Fee Name	Current Fee	Total Cost	Difference
Fingerprinting:			
Resident: Adult	\$36	\$89	(\$53)
Resident: Minor	\$0	\$89	(\$89)
Non-Resident	\$112	\$89	\$23
Massage Certificate of Registration:			
Registration	\$135	\$379	(\$244)
Early Renewal	\$35	\$94	(\$59)
Special Event Permit	\$0	\$379	(\$379)
Photographs:			
Copies (plus actual costs)	\$103	\$18	\$85
Enlargements (plus actual costs)	\$103	\$21	\$82
Vehicle Releases:			
Vehicle Releases / Enforcement	\$63	\$68	(\$5)
Vehicle Releases / Abandonment	\$63	\$68	(\$5)
Film Crew	\$622	\$663	(\$41)
Repossessed Vehicle Release ⁵	\$15	\$15	\$0

The majority of the fees administered by the Police Department under-recover for their associated costs. The largest under-recovery is in relation to the 'Special Event Permit' and the 'Private Patrol Permit Fee' at \$379. The smallest under-recovery is in relation to the 'Vehicle Releases' fees, specifically the 'Vehicle Releases / Enforcement' and 'Vehicle Releases / Abandonment' at \$5. The largest over-recovery is in relation to the 'Photographs' fees, specifically the 'Copies (Plus actual costs)' at \$85. The smallest over-recovery is in relation to the 'Clearance & Good Conduct Letters' fees, specifically the 'Non-Resident' fee at \$4.

ANNUAL REVENUE IMPACT

The Police do not record their fees at the per-unit level, and as such, annual results are not presented here.

⁵ GOV § 26751

PUBLIC WORKS

The Public Works Department is responsible for coordinating the planning, engineering, and maintenance & improvement of the city's roads, sewer, storm drains, lighting, and facilities. The Public Works Department offers various fee-related services, including Grading Permits, Special Permits, Encroachment Permits, Site Work Permits, Water and Sewer-related Permits, and Subdivision Maps. The following subsections discuss fee schedule modifications, detailed per-unit results, and annual revenue impacts for the fee-related services provided by the Public Works staff.

FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** To better align with where and how services are provided '3rd and subsequent Plan Checks' and '3rd and subsequent Inspections' were added.
- **Eliminated Fees:** Staff proposed eliminating the following fees, as these services are no longer offered or covered under other permits.
 - 'Blasting Permit'
 - 'Grading Permit (paving) and drainage alteration'
 - 'Retaining Wall Design'
- **Deposit To Flat Fees:** Staff proposed modifying the following fees from deposit to flat fees in order to better reflect the services offered.
 - Grading permits were changed from deposit to flat fees
 - Encroachment permits were changed from an hourly inspection fee to flat fees based on the construction valuation.
- **Flat Fees to Deposits:** Staff proposed changing the following fees from flat fees to deposit-based fees:
 - 'Final Parcel Map Review: - Land Surveyor Review'
 - 'Water, Sewer, Storm Drain system capacity modeling'

'The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by Police staff.

DETAILED RESULTS

The Public Works Department is responsible for collecting fees for Grading Permits and Misc. Permits such as Special Permits, Site Work Permits, Final Parcel Map Reviews, Temporary Construction Meters, Water Service Inspections & Meter, Sanitary Sewer Lateral Service Inspections, Final Subdivision Maps, and Water, Sewer, Storm Drain System Capacity Modeling. The total cost calculated for each service



includes direct staff costs and Division and Citywide overhead. The following table details the fee name and total cost associated with each service offered by the group category.

TABLE 13: TOTAL COST PER UNIT RESULTS – PUBLIC WORKS

Fee Name	Current Fee	Total Cost	Difference
Grading Permits			
Grading Permit - Plan Check:			
0-5 cub. yds. (no permit required)	\$0	\$0	\$0
6-50 cub. yds.	\$115	\$183	(\$68)
51-100 cub. yds.	\$115	\$258	(\$143)
101-1,000 cub. yds.	\$463	\$484	(\$21)
1,001-10,000 cub. yds.	\$929	\$935	(\$6)
10,001-100,000 cub. yds.	\$4,993	\$5,444	(\$451)
100,001-200,000 cub. yds.	\$8,323	\$9,052	(\$729)
200,000 or more cub. yds.	\$16,650	\$16,568	\$82
3rd and subsequent Plan Checks	New	\$300	N/A
Geotechnical Peer Review	\$5,000	\$5,000	\$0
Grading Permit - Inspection:			
0-5 cub. yds. (no permit required)	\$0	\$0	\$0
6-50 cub. yds.	\$460	\$549	(\$89)
51-100 cub. yds.	\$923	\$1,238	(\$315)
101-1,000 cub. yds.	\$16,528	\$3,477	\$13,051
1,001-10,000 cub. yds.	\$24,799	\$6,922	\$17,877
10,001-100,000 cub. yds.	\$10,000	\$13,812	(\$3,812)
100,000 - 200,000 cub. yds.	\$10,000	\$17,257	(\$7,257)
200,000 + cub. yds.	\$10,000	\$25,869	(\$15,869)
3rd and subsequent Inspections	New	\$172	N/A
Grading Permit - SWPPP Compliance			
<u>Single Parcel (assessed every 2 reviews)</u>			
Single Parcel (assessed every 2 reviews): Admin + Inspection	\$162	\$269	(\$107)
Force Account for Remediation	\$591	\$645	(\$54)
<u>Subdivision subject to Map Act Provisions (assessed every 2 reviews)</u>			
Subdivision subject to Map Act Provisions (assessed every 2 reviews): Admin + Inspection	\$651	\$656	(\$5)
Force Account for Remediation	Actual Cost of Erosion Control Plan	\$645	N/A
<u>Development subject to C.3 Provisions (assessed every 2 reviews)</u>			
Development subject to C.3 Provisions (assessed every 2 reviews): Admin + Inspection	\$1,306	\$1,451	(\$145)
Force Account for Remediation	Actual Cost of Erosion Control Plan	\$645	N/A
Misc. Permits			
Special Permit (after hours work):			
Special Permit (after hours work)	\$233	\$214	\$19

Fee Name	Current Fee	Total Cost	Difference
Inspection / Work	\$500	\$500	\$0
Truck Haul Permit	\$115	\$108	\$7
Encroachment Permit			
<u>Cost of ROW Improvements</u>			
Up to \$49,999	New	\$1,529	N/A
\$50,000	New	\$1,529	N/A
each additional \$10,000 or fraction thereof	New	\$224	N/A
\$100,000	New	\$2,647	N/A
each additional \$10,000 or fraction thereof	New	\$262	N/A
\$250,000	New	\$6,584	N/A
each additional \$10,000 or fraction thereof	New	\$144	N/A
\$500,000	New	\$10,176	N/A
each additional \$10,000 or fraction thereof	New	\$85	N/A
\$1,000,000+	New	\$14,421	N/A
each additional \$100,000 or fraction thereof	New	\$21	N/A
Site Work Permit:			
Engineering Review (assessed every 2 reviews)	\$461	\$601	(\$140)
Fast Track Review	\$442	\$579	(\$137)
Tentative Parcel Map Review	\$629	\$676	(\$47)
Final Parcel Map Review:			
Final Parcel Map Review	\$629	\$901	(\$272)
Land Surveyor Review	\$1,500	\$5,000	(\$3,500)
Water Service Inspection and Meter:			
5/8" meter - Inspection & Meter Cost	\$551	\$1,104	(\$553)
3/4" meter - Inspection & Meter Cost	\$569	\$1,245	(\$676)
1" meter - Inspection & Meter Cost	\$607	\$1,370	(\$763)
1.5" Meter - Inspection & Meter Cost	\$961	\$1,859	(\$898)
2" meter - Inspection & Meter Cost	\$1,522	\$2,203	(\$681)
3" meter - Inspection & Meter Cost	\$2,663	\$4,154	(\$1,491)
4" meter - Inspection & Meter Cost	\$3,092	\$4,918	(\$1,826)
Sanitary Sewer Lateral Service - Inspection:			
Single Family Unit	\$353	\$764	(\$411)
Multiple Unit Dwelling	\$706	\$1,108	(\$402)
Commercial, Industrial, Public & Other Uses	\$706	\$1,183	(\$477)
Final Subdivision Map:			
Base	\$8,025	\$8,418	(\$393)
Per Lot	\$500	\$526	(\$26)
Fire Hydrant Flow Test	\$755	\$799	(\$44)
Water, Sewer, Storm Drain system capacity modeling:			
City Staff Cost	\$450	\$628	(\$178)
Consultant Modeling	\$5,000	\$5,000	\$0

The fees administered by Public Works generally under-recover for its services. The largest under-recovery is in relation to the 'Grading Permit – Inspection:' fees, specifically the '200,000+ Cub. Yds.' fee at \$15,869. The smallest under-recovery is in relation to the 'Grading Permit – SWPPP Compliance' fees,



specifically the 'Subdivision subject to Map Act Provisions (assessed every 2 reviews) - Subdivision subject to Map Act Provisions (assessed every 2 reviews): Admin + Inspection' under the grading permits at \$5.

ANNUAL REVENUE IMPACT

Public Works does not track the permits at the granular level of detail as such no annual revenue impact analysis was conducted.

DEVELOPMENT SERVICES SURCHARGES

There are two typical surcharges assessed as part of the development review process – General Plan Maintenance Fee and Technology Fee. Currently, the City of Brisbane does not assess a General Plan Maintenance Fee and only assesses a Technology fee. The following subsections discuss the calculation and application of the General Plan Maintenance Fee and Technology Fee and provides comparative context to other jurisdictions.

GENERAL PLAN MAINTENANCE FEE

A General Plan Maintenance fee is meant to account for updates to the general plan, zoning ordinance, housing elements, and other long-range planning activities that are part of the larger General Plan.

The General Plan Maintenance fee is governed by Government Code Section 66014(b), which states that fees “may include the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and recommendations.” This code states that fees can be charged against zoning changes, zoning variances, use permits, building inspections, and filing applications.

More typically, the fee is charged during the building permit phase to ensure any development project, which gets to that phase, makes enough of an impact to require the need for an update to the Zoning Code or the General Plan. This fee should only be applied to major building permits (i.e., new or remodel / tenant improvements) rather than standalone permits for water heaters or electrical outlets.

The project team took the estimated cost associated with updating the General Plan and divided it by the years over which those services would be provided to calculate the annualized cost. The following table breaks out by category the components that comprise the total annual cost calculation.

TABLE 14: GENERAL PLAN MAINTENANCE FEE – ANNUAL COSTS

Task	Budget	# of Years	Annual Cost
General Plan Update	\$500,000	15	\$33,333
Total Annual Cost	\$500,000		\$33,333

The annual cost to the City for updating their general plan was calculated to be roughly \$33,333. The City currently does not charge a General Plan Maintenance Fee, as such we calculated the fee as a percentage of the City’s building permit fees, which is the most common methodology. An alternative approach is based on the building valuation. The following table shows the general plan maintenance fee calculation based on both approaches:

TABLE 15: GENERAL PLAN MAINTENANCE FEE CALCULATION

Category	% of Permit Fee	% of Building Valuation
Annual Cost	\$33,333	\$33,333
Base	\$467,404	\$35,384,951
General Plan Maintenance Fee	7%	0.09%



As the table indicates, the calculated Comprehensive Plan Maintenance Fee is 7% of the building permit or 0.09% of the building valuation.

As part of this analysis, the project team conducted a comparative survey of other local jurisdictions and their assessment of a General Plan Maintenance Fee. Like other comparative efforts, the survey below simply shows the fees charged by the jurisdiction and does not include the basis upon which the other jurisdictions calculated or developed their fee. The following table shows the results of this comparative analysis:

TABLE 16: GENERAL PLAN MAINTENANCE FEE – COMPARATIVE SURVEY

Jurisdiction	Fee Amount
Burlingame	0.20% of the Building Valuation
Daly City	1.00% of the project valuation
Emeryville	0.50% of construction valuation
Millbrae	0.39% of project valuation
San Bruno	0.90% of the building valuation
South San Francisco	0.30% of Bldg. Valuation

The fees charged by all other jurisdictions is a percentage of the building valuation. It is a best practice to charge this fee as either percentage of building permit fee or building valuation. The City's full cost calculated at 0.09% of the Building Valuation would still be lower than all the surveyed jurisdictions. Even though building valuation is the common methodology used by surrounding jurisdiction, applying this fee as a percentage of the building permit fee has a stronger nexus as it ensures that the fee charged for long-range planning never exceeds the building permit fee.

TECHNOLOGY SURCHARGE FEE

A Technology Fee allows a jurisdiction to support the costs associated with its permitting system, staff time for managing the systems, acquiring the system, mobile devices used for permitting, etc. The City of Brisbane currently charges a plan maintenance fee to capture the costs for technology and develops a budget annually for those technology-related needs. The project team utilized the annual budget for Plan Maintenance to calculate the updated technology fee. The following table shows, by line item, the FY26 adopted budget for technology-related costs for development activities.

TABLE 17: TECHNOLOGY SURCHARGE COST COMPONENTS

Item	Fee	# of Years	Annual Cost
Tech Fee	\$1, 000, 000	20	\$50, 000
Total Annual Cost			\$50, 000

Based upon the items needed to maintain the permitting system, annual technology-related costs are approximately \$50,000.

The most defensible methodology for assessing a technology fee is based proportionately on the percentage of the permit fee, as the greater the permit fee, the more software utilization and storage space is required. The City does not utilize this method and instead charges a fee of \$1.63 per plan. As



such, the project team calculated the rate as a percentage for the City by taking the total Technology Annual Cost and dividing it by the annual fee-related cost associated with departments that utilize the permitting software (Building & Planning). The following table shows this calculation:

TABLE 18: TECHNOLOGY SURCHARGE CALCULATION

Category	Technology Fee Calculation
Total Annual Technology Cost	\$50,000
Total Building & Planning Permit Fees	\$984,309
Technology Surcharge	5%

Based upon this calculation, the City's full cost Technology fee would be 5% of the permit fee. Therefore, if a permit fee was \$100, the Technology fee collected would be \$5.00; whereas if a permit fee was \$1,000, the Technology fee collected would be \$50. This type of structure enables the Technology fee to be more proportionately distributed based upon the projects and their impact upon the system. The City's current fee is \$1.63 per plan, which is not comparable to the calculated full cost of 5% of the permit fee.

As part of this analysis, the project team conducted a comparative survey of other local jurisdictions and their assessment of a Technology Fee. Like other comparative efforts, the survey below simply shows the fees charged by the jurisdiction and does not include the basis upon which the other jurisdictions calculated or developed their fee. The following table shows the results of this comparative analysis:

TABLE 19: TECHNOLOGY SURCHARGE – COMPARATIVE SURVEY

Jurisdiction	Fee Amount
Burlingame	2% of the Fee
Daly City	9% of the Building Permit Fee
Emeryville	0.10% of Construction Valuation
Millbrae	7% of Permit Fee
San Bruno	10% of the Permit Fees

The full cost calculated for the City is the third lowest at 5% when compared to the other jurisdictions surveyed.

SURCHARGE FUND BEST PRACTICES

It is a best practice to collect and account for General Plan Maintenance and Technology surcharges in separate accounts, as doing so ensures compliance with funding requirements, enables appropriate allocation of funds to general plan or technology-related activities, and mitigates any potential issues with the comingling of funds.

COST RECOVERY CONSIDERATIONS

The following sections provide guidance regarding how and where to increase fees, determine annual update factors, and develop cost recovery policies and procedures.

FEE ADJUSTMENTS

This study has documented and outlined on a fee-by-fee basis where the City is under- and over-collecting for its fee-related services. City and Department management will now need to review the study results and adjust fees per Departmental and City philosophies and policies. The following points outline the major options the City has in adjusting its fees:

- **Over-Collection:** Upon review of the fees that were shown to be over-collecting for costs of services provided, the City should reduce the current fee to be in line with the full cost of providing the service.
- **Full Cost Recovery:** For fees that show an under-collection for costs of services provided, the City may decide to increase the fee to full cost recovery immediately.
- **Phased Increase:** For fees with significantly low-cost recovery levels, or which would have a significant impact on the community, the City could choose to increase fees gradually over a set period.

The City will need to review the results of the fee study and associated cost recovery levels and determine how best to adjust fees. While decisions regarding fees that currently show an over-recovery are straightforward, the following subsections provide further detail on why and how the City should consider either implementing Full Cost Recovery or a Phased Increase approach to adjusting its fees.

FULL COST RECOVERY

Based on the permit or review type, the City may wish to increase the fee to cover the full cost of providing services. Certain permits may be close to cost recovery already, and an increase to full cost may not be significant. Other permits may have a more significant increase associated with full cost recovery.

Increasing fees associated with permits and services that are already close to full cost recovery can potentially bring a Department's overall cost recovery level higher. Often, these minimal increases can provide necessary revenue to counterbalance fees that cannot be increased.

The City should consider increasing fees for permits for which services are rarely engaged to full cost recovery. These services often require specific expertise and can involve more complex research and review due to their infrequent nature. As such, setting these fees at full cost recovery will ensure that when the permit or review is requested, the City is recovering the full cost of its services.



PHASED INCREASES

Depending on current cost recovery levels, some current fees may need to be increased significantly to comply with established or proposed cost recovery policies. Due to the type of permit or review or the amount by which a fee needs to be increased, it may be best for the City to use a phased approach to reaching its cost recovery goals.

As an example, you may have a current fee of \$200 with a full cost of \$1,000, representing 20% cost recovery. If the current policy is 80% cost recovery, the current fee would need to increase by \$600, bringing the fee to \$800, to comply with proposed recovery levels. Assuming this service is something the City provides quite often and affects various members of the community, an instant increase of \$600 may not be feasible. Therefore, the City could take a phased approach, whereby it increases the fee annually over a set period until cost recovery is achieved.

Raising fees over a set period not only allows the City to monitor and control the impact to applicants but also ensure that applicants have time to adjust to significant increases. Continuing with the example above, the City could increase the fee by \$150 per year for the next four years, spreading out the increase. Depending on the desired overall increase and the impact to applicants, the City could choose to vary the number of years by which it chooses to increase fees. However, the project team recommends that the City not phase increases for periods greater than five years, as that is the maximum window after which a comprehensive fee assessment should be completed.

ANNUAL ADJUSTMENTS

Conducting a comprehensive analysis of fee-related services and costs annually would be quite cumbersome and costly. The general recommendation is that a comprehensive fee analysis should be conducted every five to seven years. This allows jurisdictions to ensure they account for organizational changes, such as staffing levels and merit increases, and process efficiencies, code or rule changes, or technology improvements. Developing annual update mechanisms allow jurisdictions to maintain current levels of cost recovery, while accounting for increases in staffing or expenditures related to permit services. The two most common types of update mechanisms are Consumer Price Index (CPI) and Cost of Living Adjustment (COLA) factors. The following points provide further detail on each of these mechanisms:

- **COLA / Personnel Cost Factor:** Jurisdictions often provide their staff with annual salary adjustments to account for increases in local cost of living. These increases are not tied to merit or seniority but rather meant to offset rising costs associated with housing, gas, and other livability factors. Sometimes these factors vary depending on the bargaining group of a specific employee. Generally, these factors are around two or three percent annually.
- **CPI / ECI Factor:** A common method of increasing fees or cost is to look at regional cost indicators, such as the Consumer Price Index or Employment Cost Index. These factors are calculated by the Bureau of Labor Statistics, are put out at various intervals within a year, and are specific to states and regions.



The City of Brisbane already utilizes a CPI factor, and it should continue to do so to ensure that fees are increased in alignment with cost increases.

POLICIES AND PROCEDURES

This study has identified areas where the City is under-collecting the costs associated with providing services. This known funding gap is therefore being subsidized by other City revenue sources.

Development of cost recovery policies and procedures will ensure that current and future decision makers understand how and why fees were determined and set, as well as provide a road map for ensuring consistency when moving forward. The following subsections outline typical cost recovery levels and discuss the benefits of developing target cost recovery goals and procedures for achieving and increasing cost recovery.

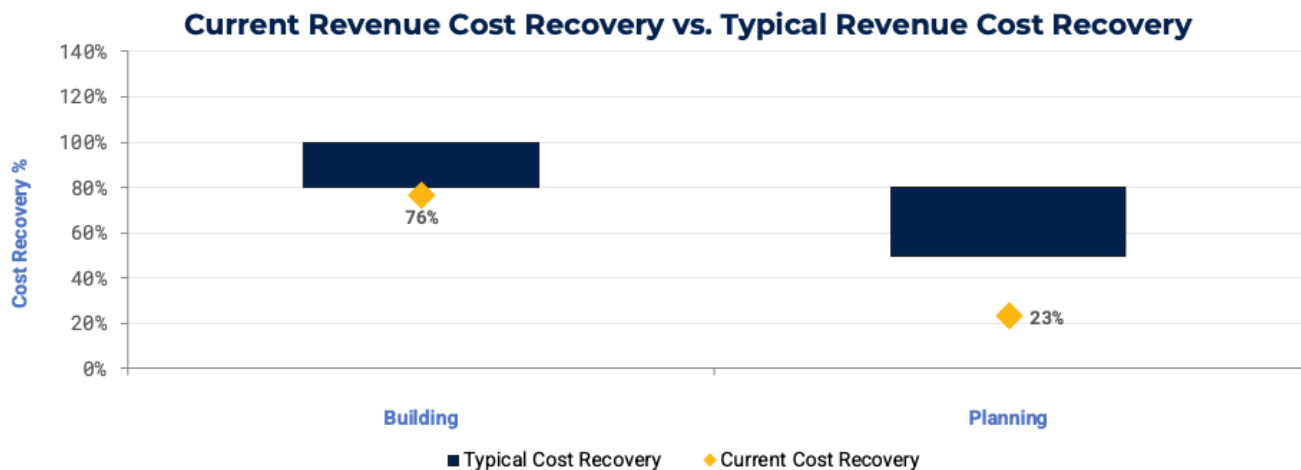
TYPICAL COST RECOVERY

The Matrix Consulting Group has extensive experience in analyzing local government operations across the United States and has calculated typical cost recovery ranges. The following table outlines cost recovery ranges by major service area.

TABLE 20: TYPICAL COST RECOVERY RANGES BY MAJOR SERVICE AREA

Service Areas	Typical Cost Recovery Ranges
Building	80-100%
Planning	50-80%

The following graph depicts how Brisbane compares to industry cost recovery range standards.



Building & Planning are both below the typical recovery range.



DEVELOPMENT OF COST RECOVERY POLICIES AND PROCEDURES

The City should review the current cost recovery levels and adopt a formal policy regarding cost recovery. This policy can be general in nature and can apply broadly to the City as a whole or to each department and division specifically. A department-specific cost recovery policy would allow the City to better control the cost recovery associated with different types of services being provided and the community benefit received.

APPENDIX – COMPARATIVE SURVEY

As part of the Cost of Services (User Fee) study for the City of Brisbane, Matrix Consulting Group conducted a comparative survey of user fees. The City identified six municipalities to be included in the comparative survey for departments other than Parks and Recreation: Burlingame, Daly City, Emeryville, Millbrae, San Bruno, and South San Francisco. For Parks and Recreation, the City identified eight municipalities to be included in the comparative survey: Belmont, Burlingame, Millbrae, Pacifica, San Carlos, San Francisco, San Mateo, and South San Francisco. The project team then reviewed public documents (i.e., agenda items, staff reports, budgets, fee schedules, and ordinances) and or contacted jurisdictions to get comparative information.

While this full report provides the City with a reasonable estimate and understanding of the true costs of providing services, many jurisdictions also wish to benchmark themselves against other comparable jurisdictions to understand the local “rates” for comparable services. This type of comparative analysis allows for the City to assess what types of changes in fee levels their community can bear. However, benchmarking does not provide adequate information regarding the relationship of other jurisdictions’ costs to their fees (i.e., policy decisions to subsidize, cost recovery goals, etc.). To contextualize this portion of the analysis, the project team provided economic and recency factors for the comparable jurisdictions.

The following sections detail various factors to consider when reviewing comparative survey results, as well as graphical comparisons of current fees and total calculated costs for various permits issued or services provided by the City.

ECONOMIC FACTORS

To provide additional context to the comparative survey information, the project team collected economic factors for the jurisdictions included. Three important economic factors to consider when comparing fees across multiple jurisdictions are: population, budget, and workforce size. These factors can impact how and when fees are administered, as a jurisdiction with a smaller population may choose to not charge a fee, or a smaller workforce size may inhibit their ability to administer a fee. The following tables rank each jurisdiction from smallest to largest for each of these economic factors:

TABLE 21: RANKING OF JURISDICTIONS BY POPULATION

Jurisdiction	Population ⁶
Brisbane	4,676
Emeryville	13,471
Millbrae	23,164
Burlingame	31,552
San Bruno	42,631
South San Francisco	65,397

⁶ California Finance estimates as of 1/1/2024 were used to determine each jurisdiction’s population.



Jurisdiction	Population ⁶
Daly City	102,155

TABLE 22: RANKING OF JURISDICTIONS BY CITYWIDE TOTAL BUDGET

Jurisdiction	FY25-26 Budget ⁷
Brisbane	\$28,599,443
Millbrae	\$40,496,262
San Bruno	\$68,775,416
Burlingame	\$81,032,875
Daly City	\$125,510,727
Emeryville	\$142,131,800
South San Francisco	\$152,532,413

TABLE 23: RANKING OF JURISDICTIONS BY FTE

Jurisdiction	FY25-26 Authorized FTE
Millbrae	105.75
Brisbane	145.00
Emeryville	174.61
San Bruno	287.00
Burlingame	327.4
Daly City	487.00
South San Francisco	643.81

When compared to the surveyed jurisdictions, the City of Brisbane ranks at the bottom in terms of population and budget and ranks as the second lowest when it comes to staffing.

RECENCY FACTOR

While the above comparative information can provide some perspective when paralleling Brisbane's fees with surveyed jurisdictions, other key factors to consider are when a jurisdiction's fee schedule was last updated and when the last comprehensive analysis was undertaken. It is important to note that even though jurisdictions may have conducted recent fee studies, their fees are not always adopted at full cost recovery. The comparative results only show the adopted fee for the surveyed jurisdiction, not necessarily the full cost associated with the comparable service.

The following tables detail when each surveyed jurisdiction last conducted a fee analysis and when they last updated their fee schedule:

TABLE 24: LAST FEE SCHEDULE UPDATE

Jurisdiction	Response
Burlingame	2025
Daly City	2025

⁷ To ensure appropriate comparisons, full operating budget (all funds) has been used for all jurisdictions.



Jurisdiction	Response
Emeryville	2025
Millbrae	2025
San Bruno	2025
South San Francisco	2025

TABLE 25: LAST FEE STUDY CONDUCTED

Jurisdiction	Response
Burlingame	2024
Daly City	2022
Emeryville	N/A
Millbrae	2017
San Bruno	2020
South San Francisco	2023

Most of the surveyed jurisdictions have published an updated fee schedule within the last year. Additionally, all the jurisdictions except for Emeryville and Millbrae have conducted a fee study within the last five years.

ADDITIONAL FACTORS

Along with keeping the statistics outlined in the previous sections in mind, the following issues should also be noted regarding the use of market surveys in the setting of fees for service:

- **Cost Recovery Factors:** Each jurisdiction and its fees are different, and many are not based on the actual cost of providing services, as various policy decisions may subsidize services.
- **Fee Variance Factors:** A fee with the same name may encompass different types of services or activities across jurisdictions. Variability may stem from differences in service delivery models (e.g., in-house vs. contracted), the scope of work included under the fee, and staffing configurations, all of which can influence how indirect and overhead costs are allocated.

In addition to the issues noted, market surveys can also run the risk of creating a confusing excess of data that will obscure rather than clarify policy issues. Because each jurisdiction is different, the Matrix Consulting Group recommends that the information contained in the market comparison of fees be used as a secondary decision-making tool, rather than the primary method for determining an acceptable price point for services.

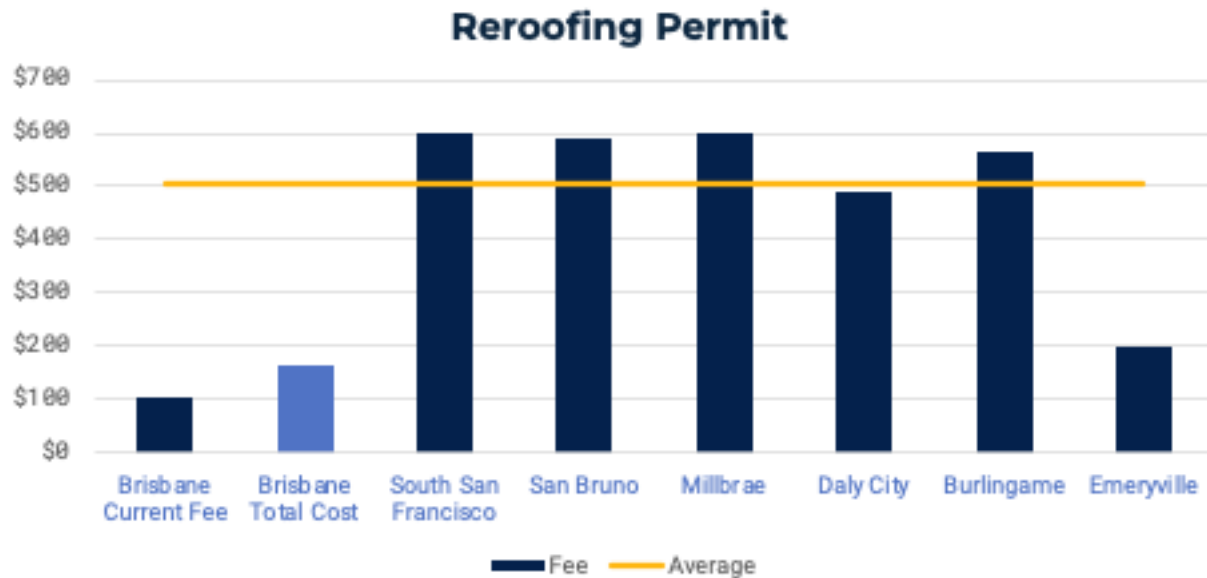
COMPARATIVE SURVEY RESULTS

As part of this study, the project team conducted a survey of how the City's current user fees and calculated full cost compare to other identified jurisdictions. The following subsections provide a comparative look at several fee-related services provided by the City versus the surveyed jurisdictions.



REROOFING PERMIT

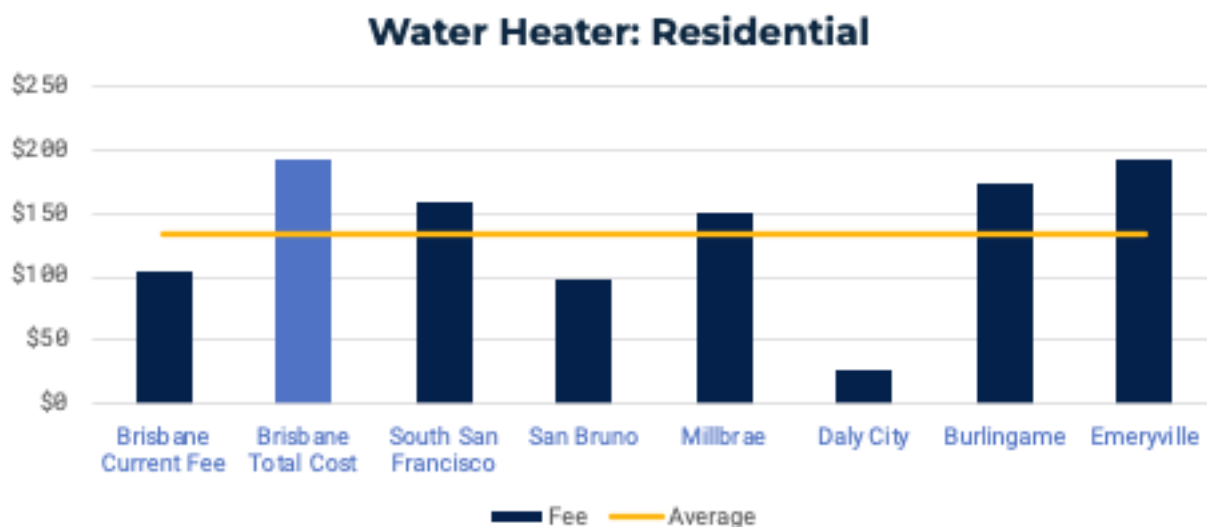
Building currently charges a fee of \$105 for a plan check and inspection of a Reroofing Permit that is 2,000 sq. ft. Through this study, the project team calculated the full cost of this service to be \$166. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current and full cost fees are the lowest when compared to the jurisdictional average of \$507. The City's full cost is most comparable to Emeryville's fee of \$200.

WATER HEATER: RESIDENTIAL

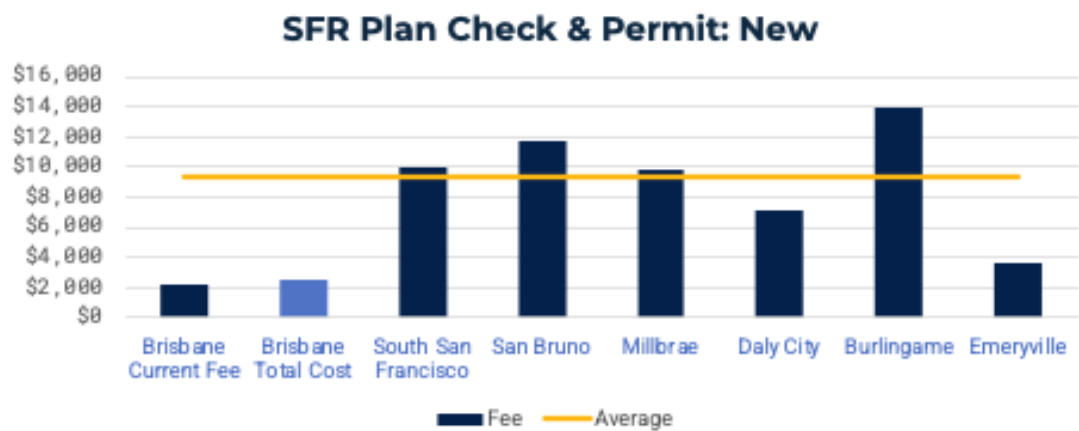
Building currently charges for a Water Heater: Residential as a valuation, which would be roughly \$105. Through this study, the project team calculated the full cost of this service to be \$193. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane’s current fee is the second lowest when compared to other jurisdictions at \$105, as this fee is valuation-based. However, its full cost of \$193 is above the jurisdictional average of \$133. The calculated full cost is the same as Emeryville’s fee of \$193.

SFR PLAN CHECK & PERMIT: NEW

Building currently charges a fee of \$2,220 for a plan check and inspection of an SFR Plan Check & Permit: New - Valued at \$450,000 (2,000 sq. ft.). Through this study, the project team calculated the full cost of this service to be \$2,464. The following graph shows how Brisbane’s current fee and full cost compare to surveyed jurisdictions.



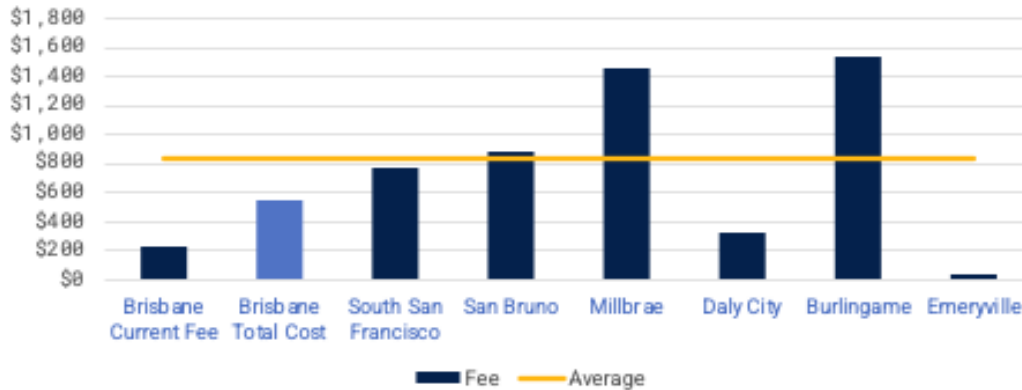
Brisbane’s current fee is the lowest when compared to other jurisdictions at \$2,220. However, its full cost of \$2,464 is below the jurisdictional average of \$9,366. The City’s current fee and full cost is most similar to Emeryville’s fee of \$3,600.

SFR PLAN CHECK & PERMIT: ADDITION

Building currently charges a fee of \$235 for a plan check and inspection of an SFR Plan Check & Permit: Addition - Valued at \$5,000 (150 sq. ft.). Through this study, the project team calculated the full cost of this service to be \$547. The following graph shows how Brisbane’s current fee and full cost compare to surveyed jurisdictions.



SFR Plan Check & Permit: Addition

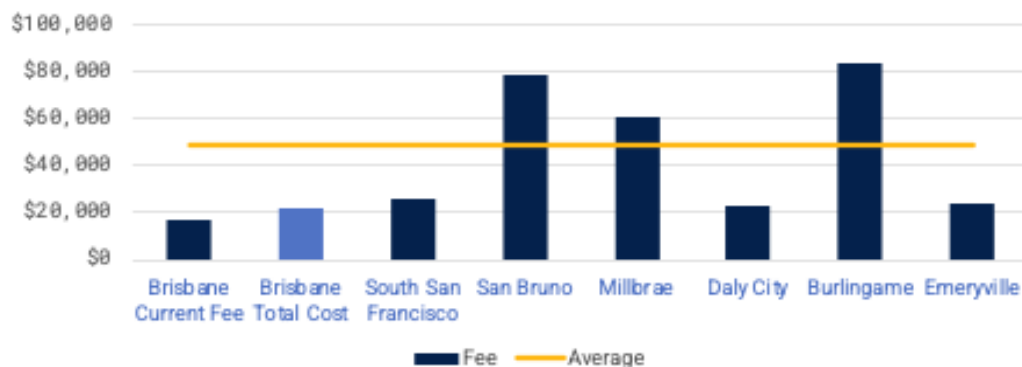


Brisbane's current fee is the second lowest when compared to other jurisdictions at \$235. However, its full cost of \$547 is below the jurisdictional average of \$837. The City's current fee and full cost are most comparable to Daly City's fee of \$327.

COMMERCIAL PLAN CHECK & PERMIT: NEW

Building currently charges a fee of \$16,960 for a plan check and inspection of a Commercial Plan Check & Permit: New - Valued at \$3,000,000 (20,000 sq. ft.). Through this study, the project team calculated the full cost of this service to be \$22,100. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

Commercial Plan Check & Permit: New



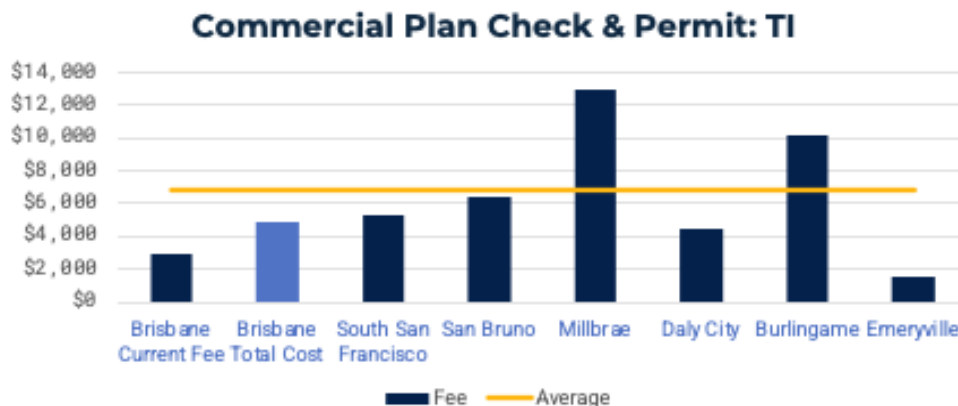
Brisbane's current fee is the lowest when compared to other jurisdictions at \$16,960. However, its full cost of \$22,100 is below the jurisdictional average of \$49,242. The City's current fee and full cost is most comparable to Daly City's fee of \$22,629.

COMMERCIAL PLAN CHECK & PERMIT: TI

Building currently charges a fee of \$2,979 for a plan check and inspection of a Commercial Plan Check & Permit: TI - Valued at \$200,000 (1,200 sq. ft.). Through this study, the project team calculated the full



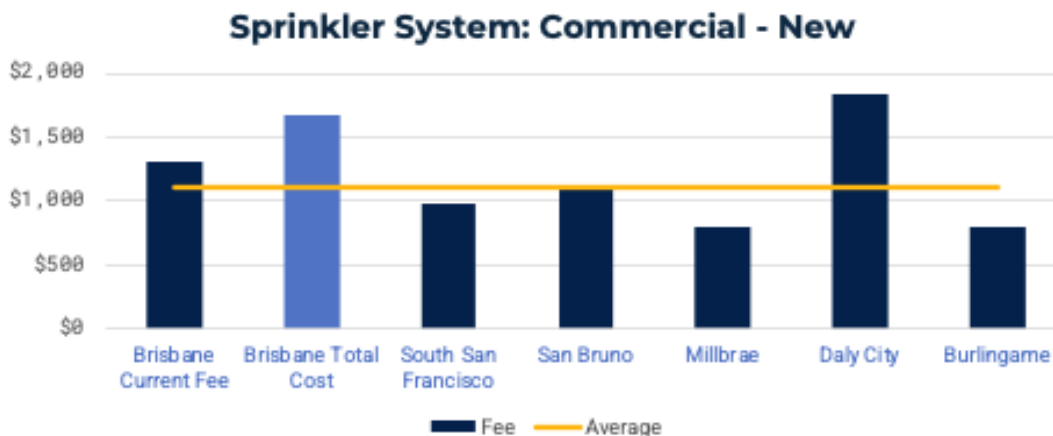
cost of this service to be \$4,930. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the lowest when compared to other jurisdictions at \$2,979. However, its full cost of \$4,930 is below the jurisdictional average of \$6,820. The City's current fee and full cost is most comparable to South San Francisco's fee of \$5,357.

SPRINKLER SYSTEM: COMMERCIAL - NEW

Fire currently charges a fee of \$1,300 for a plan check and inspection of a Sprinkler System: Commercial - New - 5,000 sq. ft. Through this study, the project team calculated the full cost of this service to be \$1,668. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

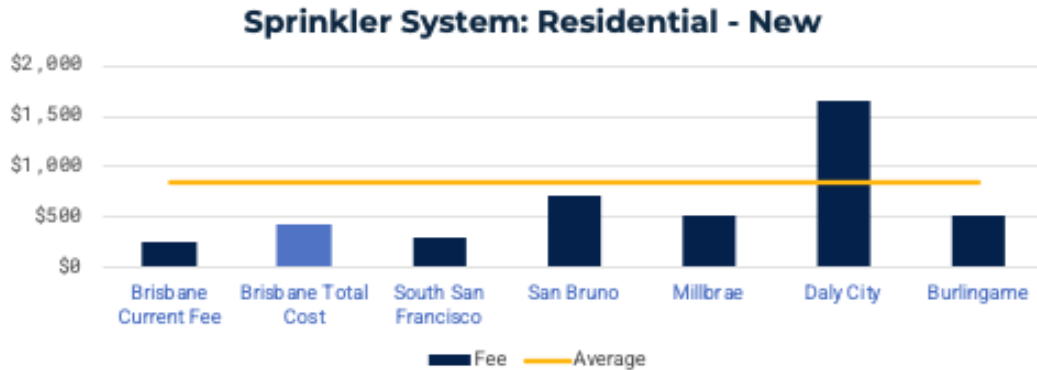


Brisbane's current fee is in on the higher end when compared to other jurisdictions at \$1,300. However, its full cost of \$1,668 is above the jurisdictional average of \$1,111. The City's current fee is most comparable to San Bruno's fee of \$1,280, whereas the calculated full cost is most comparable to Daly City's fee of \$1,844.



SPRINKLER SYSTEM: RESIDENTIAL - NEW

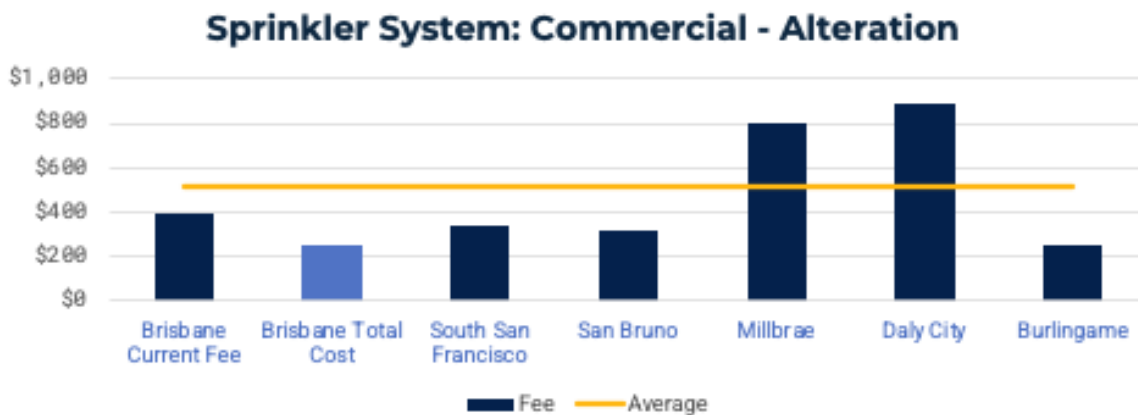
Fire currently charges a fee of \$260 for Sprinkler System: Residential - New - 1,000 sq. ft. Through this study, the project team calculated the full cost of this service to be \$417. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the lowest when compared to other jurisdictions at \$260. However, its full cost of \$417 is below the jurisdictional average of \$850. The City's current fee is most comparable to South San Francisco's fee of \$302, whereas the calculated full cost is most comparable to Millbrae and Emeryville's fee of \$507.

SPRINKLER SYSTEM: COMMERCIAL - ALTERATION

Fire currently charges a fee of \$390 for a Sprinkler System: Commercial - Alteration - 1,500 sq. ft. Through this study, the project team calculated the full cost of this service to be \$250. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

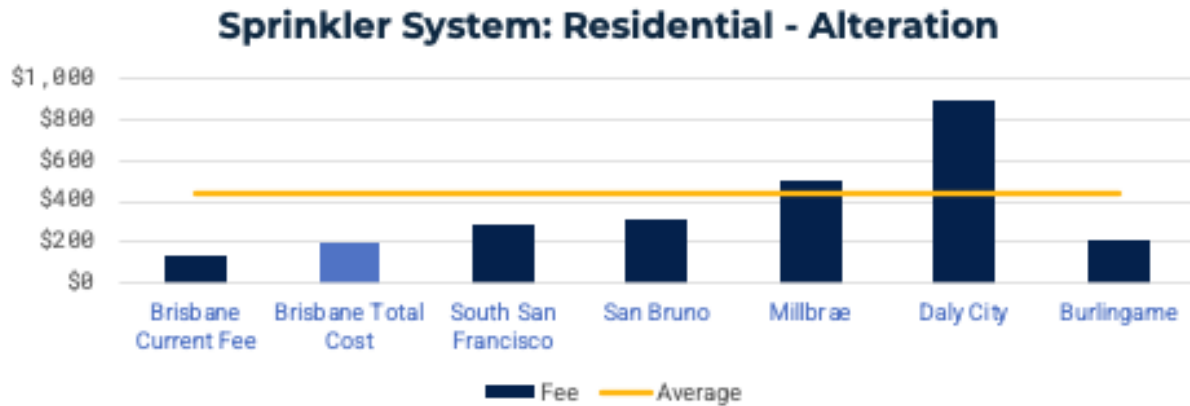


Brisbane's current fee is on the higher end when compared to other jurisdictions at \$390. However, its full cost of \$250 is below the jurisdictional average of \$519. The City's current fee is most comparable to South San Francisco's fee of \$339, while the calculated full cost is most comparable to Burlingame's fee of \$253.



SPRINKLER SYSTEM: RESIDENTIAL - ALTERATION

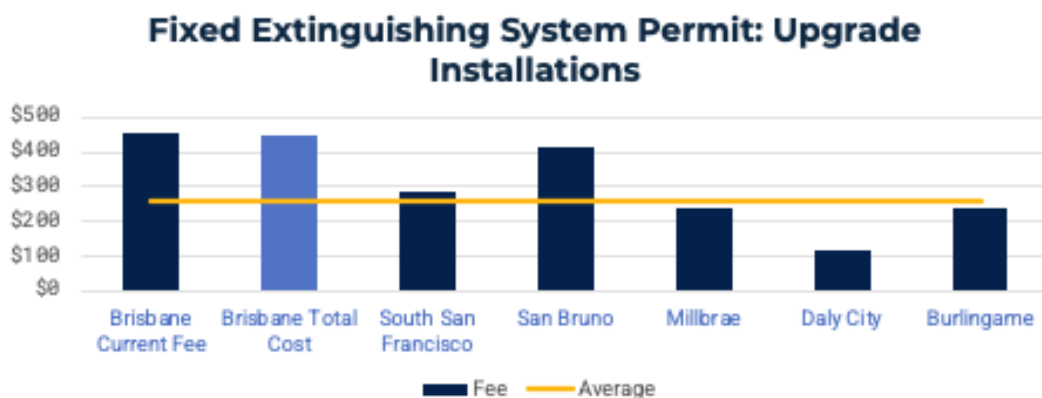
Fire currently charges a fee of \$136 for a Sprinkler System: Residential - Alteration - 500 sq. ft. Through this study, the project team calculated the full cost of this service to be \$200. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the lowest when compared to other jurisdictions at \$136. However, its full cost of \$200 is below the jurisdictional average of \$441. The City's current fee is most similar to Burlingame and Millbrae's fee at \$162, whereas the calculated total cost is most comparable to Daly City's fee of \$269.

FIXED EXTINGUISHING SYSTEM PERMIT: UPGRADE INSTALLATIONS

Fire currently charges a fee of \$456 for a Fixed Extinguishing System Permit: Upgrade Installations. Through this study, the project team calculated the full cost of this service to be \$450. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

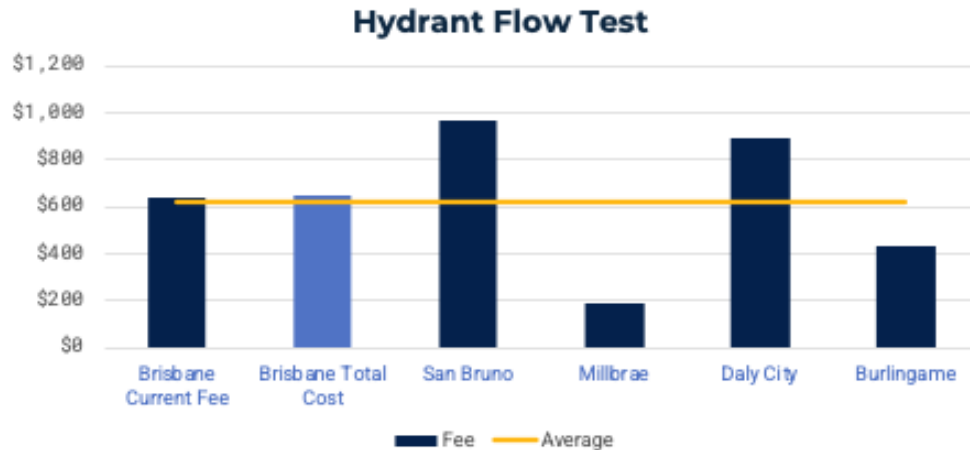


Brisbane's current fee is the highest when compared to other jurisdictions at \$456. However, its full cost of \$450 is above the jurisdictional average of \$258. The City's current fee and total cost is most comparable to San Bruno's fee of \$415.



HYDRANT FLOW TEST

Fire currently charges a fee of \$643 for a Hydrant Flow Test. Through this study, the project team calculated the full cost of this service to be \$650. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is in the middle when compared to other jurisdictions at \$643. However, its full cost of \$650 is above the jurisdictional average of \$621. The City's current fee and total cost is most comparable to Burlingame's fee of \$432.

NEW BUSINESS FIRE INSPECTION

Fire currently charges a fee of \$218 for a New Business Fire Inspection. Through this study, the project team calculated the full cost of this service to be \$232. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

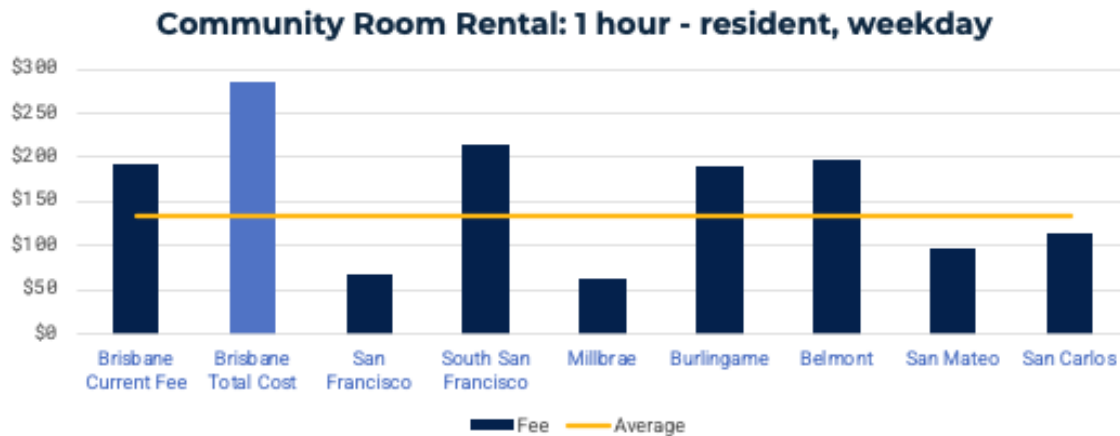


Brisbane's current fee is in the middle when compared to other jurisdictions at \$218. However, its full cost of \$232 is below the jurisdictional average of \$247. The City's current fee and total cost is most comparable to Daly City's fee of \$269.



COMMUNITY ROOM RENTAL: 1 HOUR - RESIDENT, WEEKDAY

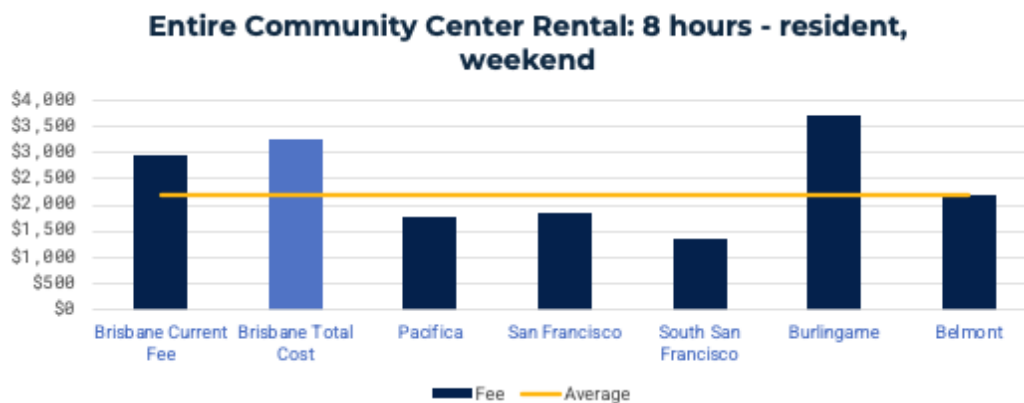
Parks and Recreation currently charges a fee of \$192 for a Community Room Rental: 1 hour - resident, weekday. Through this study, the project team calculated the full cost of this service to be \$285. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the third highest when compared to other jurisdictions at \$192. However, its full cost of \$285 is above the jurisdictional average of \$134. The City's current fee is most comparable to Belmont's fee of \$197, while the calculated full cost is most comparable to South San Francisco's fee of \$215. It was noted that Pacifica is not comparable as they do not have a community room for rent at the community center.

ENTIRE COMMUNITY CENTER RENTAL: 8 HOURS - RESIDENT, WEEKEND

Parks and Recreation currently charges a fee of \$2,968 for an Entire Community Center Rental: 8 hours - resident, weekend. Through this study, the project team calculated the full cost of this service to be \$3,264. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



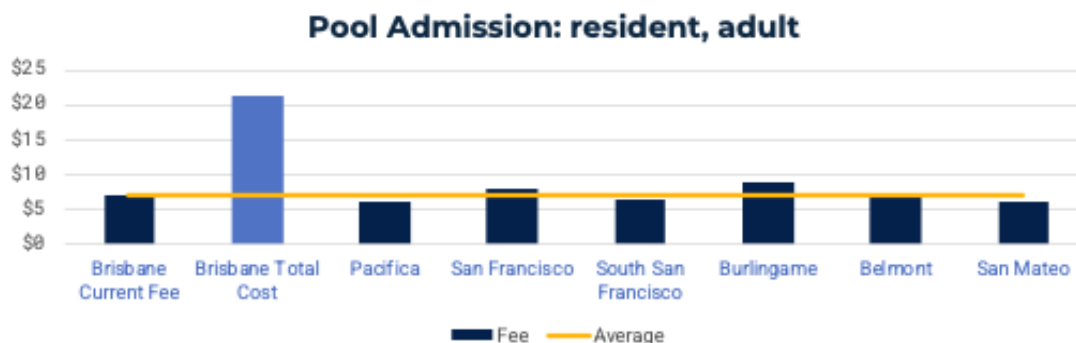
Brisbane's current fee is the lowest when compared to other jurisdictions at \$2,968. However, its full cost of \$3,264 is above the jurisdictional average of \$2,174. The City's current fee is most comparable to



Belmont's fee of \$2,184, while the calculated full cost is most comparable to Burlingame's fee of \$3,712. It was noted that Millbrae, San Mateo, and San Carlos do not offer the ability to rent the entire facility.

POOL ADMISSION: RESIDENT, ADULT

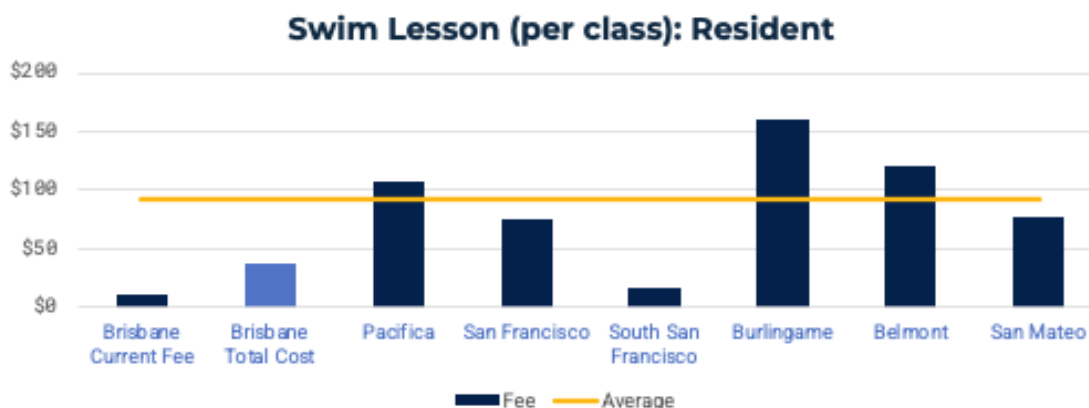
Parks and Recreation currently charges a fee of \$7 for a Pool Admission: resident, adult. Through this study, the project team calculated the full cost of this service to be \$21. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is in the middle when compared to other jurisdictions at \$7. However, its full cost of \$21 is above the jurisdictional average of \$7. The City's current fee is most comparable to South San Francisco and Belmont's fee of \$7, whereas the calculated full cost is most similar to Burlingame's fee of \$9. It was noted that both Millbrae and San Carlos do not have a pool.

SWIM LESSON (PER CLASS): RESIDENT

Parks and Recreation currently charges a fee of \$11 for a Swim Lesson (per class): Resident. Through this study, the project team calculated the full cost of this service to be \$37. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

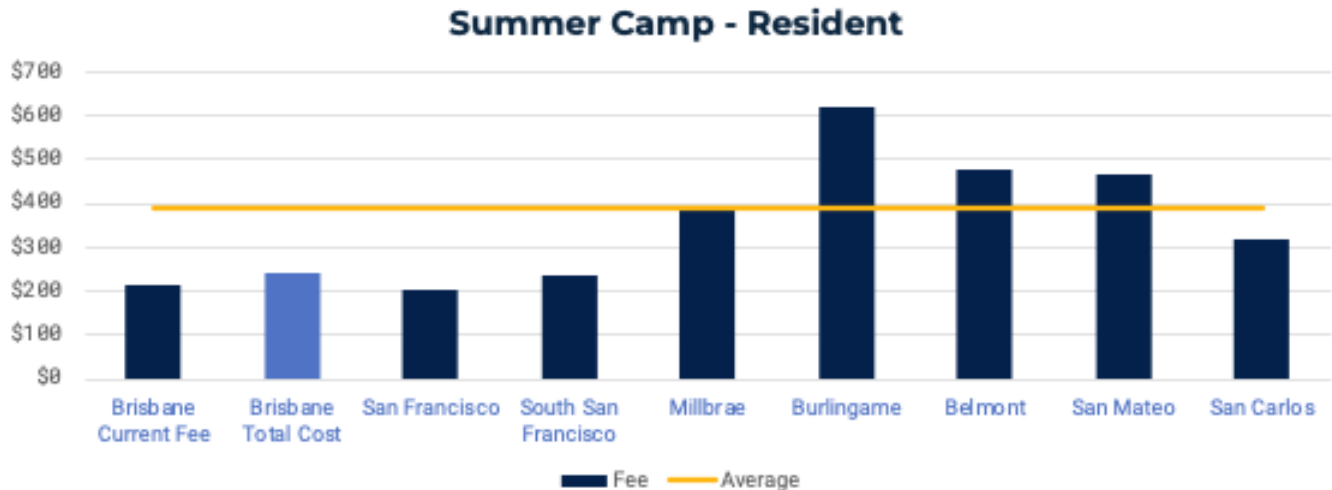


Brisbane's current fee is the lowest when compared to other jurisdictions at \$11. However, its full cost of \$37 is below the jurisdictional average of \$93. The City's current fee and total cost is most comparable to South San Francisco's fee \$16. It was noted that both Millbrae and San Carlos do not have a pool.



SUMMER CAMP

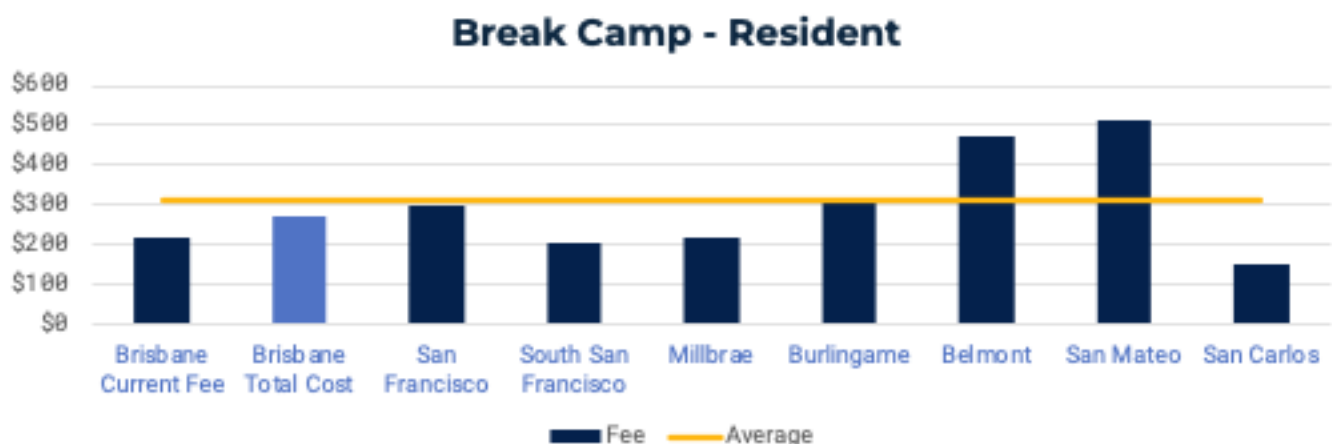
Parks and Recreation currently charges a fee of \$215 for a resident per week for a Summer Camp. Through this study, the project team calculated the full cost of this service to be \$244 per week. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current and full cost fee is the lowest when compared to other jurisdictions. Its fees are in alignment with San Francisco and South San Francisco.

BREAK CAMP

Parks and Recreation currently charges a fee of \$215 for a resident for a week for Break Camp. Through this study, the project team calculated the full cost of this service to be \$269. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

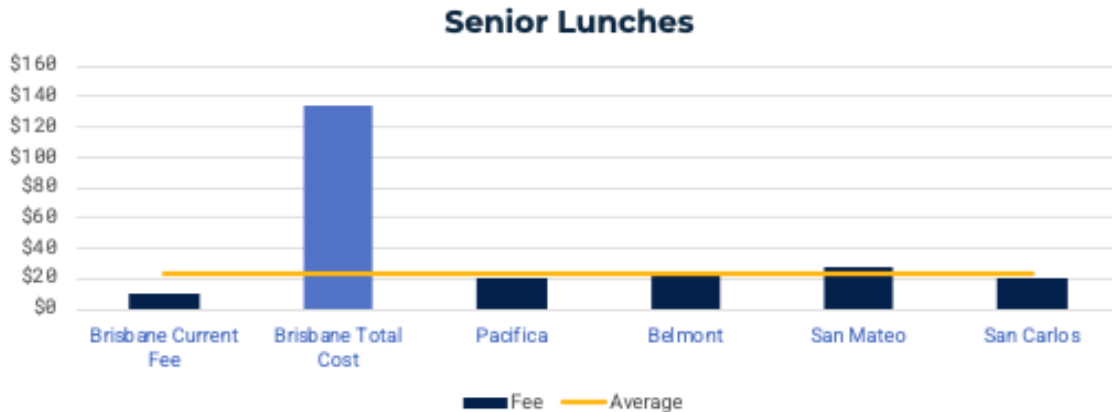


Brisbane's current and full cost fee is lower than the jurisdictional average of \$311. Its fees are more in alignment with South San Francisco, Millbrae, and San Carlos.



SENIOR LUNCHES

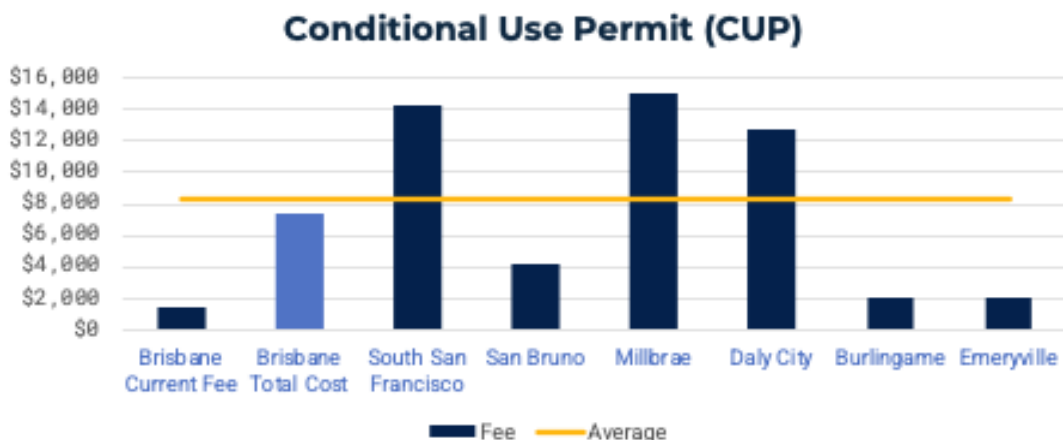
Parks and Recreation currently charges a fee of \$10 per month for Senior Lunches. Through this study, the project team calculated the full cost of this service to be \$134. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the lowest when compared to other jurisdictions. However, its full cost of \$134 is significantly above the jurisdictional average of \$23. It was noted that South San Francisco's senior lunches are donated, and Burlingame & San Francisco do not provide Senior Lunches, as such they were not included in the comparison.

CONDITIONAL USE PERMIT (CUP)

Planning currently charges a fee of \$1,376 for a Conditional Use Permit (CUP). Through this study, the project team calculated the full cost of this service to be \$7,422. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the second lowest when compared to other jurisdictions at \$1,376. However, its full cost of \$7,422 is below the jurisdictional average of \$8,361. The City's current fee is most comparable to Burlingame's fee of \$1,981. Its full cost is not the highest, but also not the lowest.



SIGN PERMIT

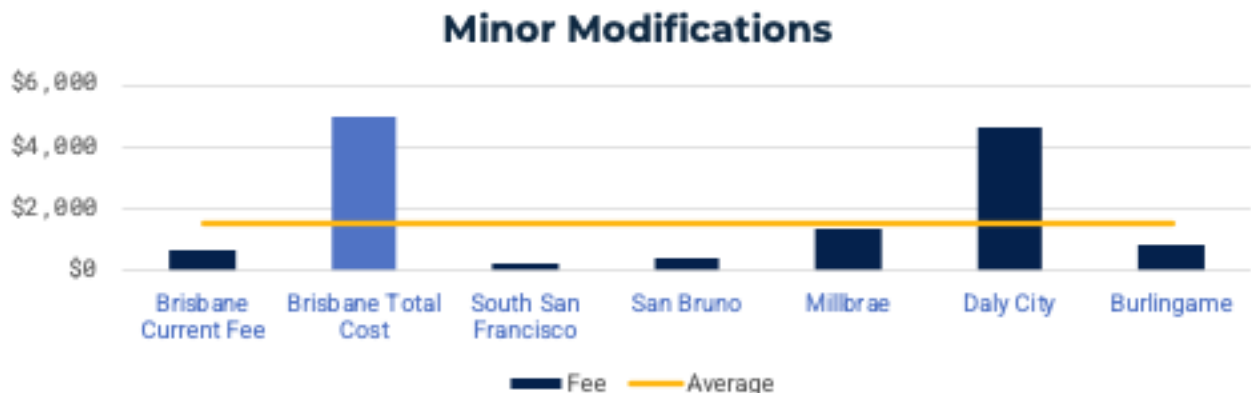
Planning currently charges a fee of \$387 for a Sign Permit. Through this study, the project team calculated the full cost of this service to be \$661. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee and full cost fee are above the jurisdictional average of \$344. Its full cost fee is most in alignment with the City of Emeryville.

MINOR MODIFICATIONS

Planning currently charges a fee of \$648 for Minor Modifications. Through this study, the project team calculated the full cost of this service to be \$4,992. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

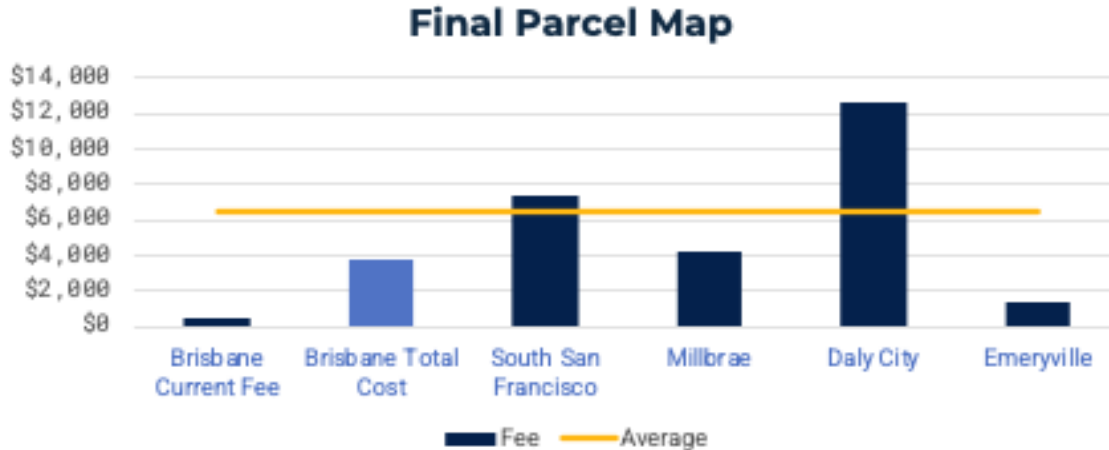


Brisbane's current fee is in the middle when compared to other jurisdictions at \$648. However, its full cost of \$4,992 is above the jurisdictional average of \$1,499. The City's current fee is most comparable to Burlingame's Fee of \$822, while the calculated full cost is most comparable to Daly City's fee of \$4,632.



FINAL PARCEL MAP

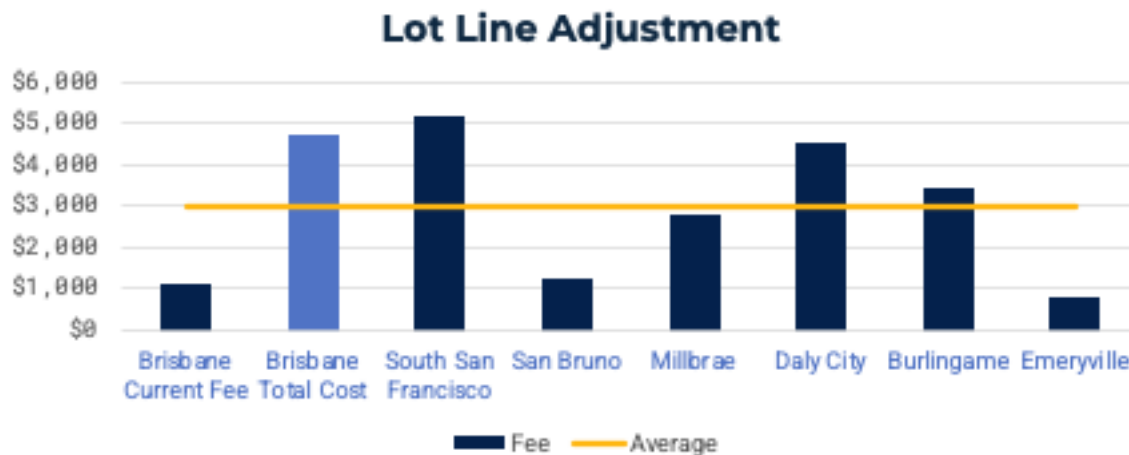
Planning currently charges a fee of \$529 for a Final Parcel Map. Through this study, the project team calculated the full cost of this service to be \$3,801. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the lowest when compared to other jurisdictions at \$529. However, its full cost of \$3,801 is below the jurisdictional average of \$6,412. The City's current fee is most comparable to Emeryville's fee of \$1,311, whereas the calculated full cost is most comparable to Millbrae's fee of \$4,217.

LOT LINE ADJUSTMENT

Planning currently charges a fee of \$1,157 for a Lot Line Adjustment. Through this study, the project team calculated the full cost of this service to be \$4,750. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

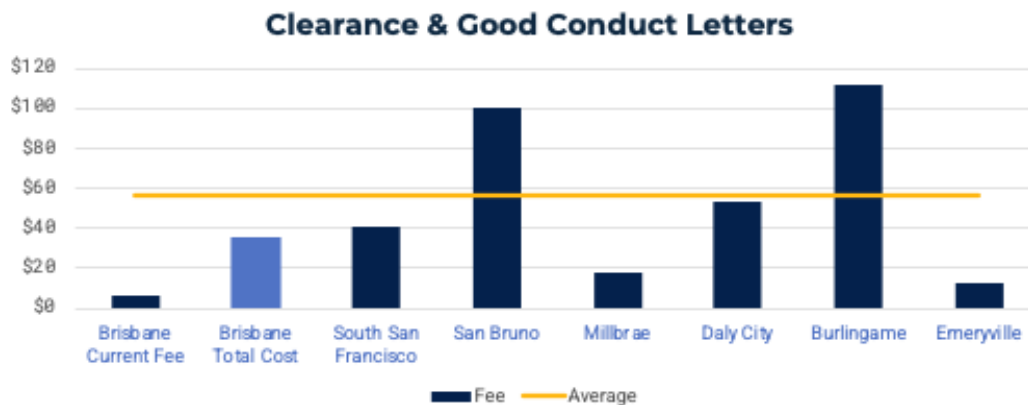




Brisbane's current fee is the second lowest when compared to other jurisdictions at \$1,157. However, its full cost of \$4,750 is above the jurisdictional average of \$3,006. The City's current fee is most comparable to San Bruno's fee of \$1,234, while the calculated full cost is most comparable to Daly City's fee of \$4,522.

CLEARANCE & GOOD CONDUCT LETTERS

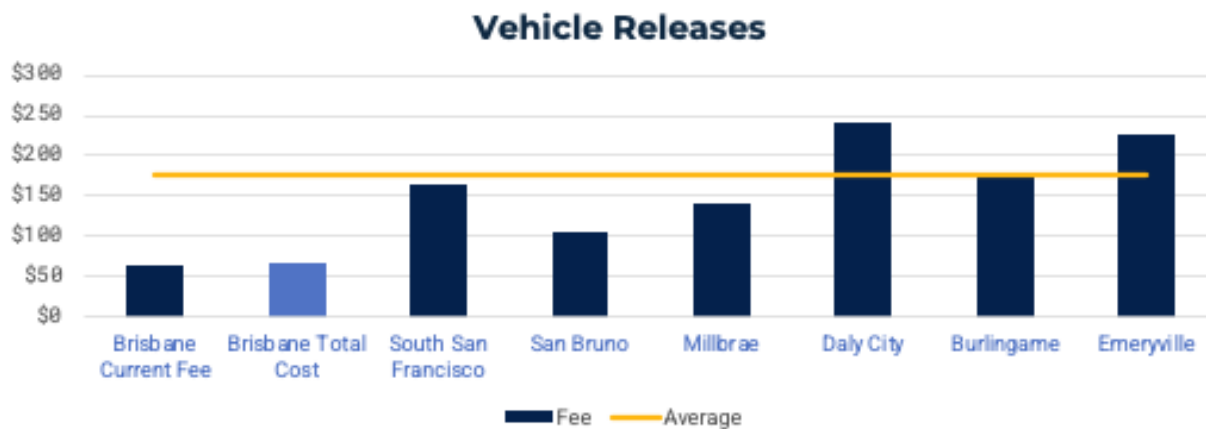
Police currently charges a fee of \$6 for Clearance & Good Conduct Letters. Through this study, the project team calculated the full cost of this service to be \$35. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the lowest when compared to other jurisdictions at \$6. However, its full cost of \$35 is below the jurisdictional average of \$57. The City's current fee is most comparable to Emeryville's fee of \$13, while the calculated full cost is most comparable to South San Francisco's fee of \$41.

VEHICLE RELEASES

Police currently charges a fee of \$63 for Vehicle Releases. Through this study, the project team calculated the full cost of this service to be \$68. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

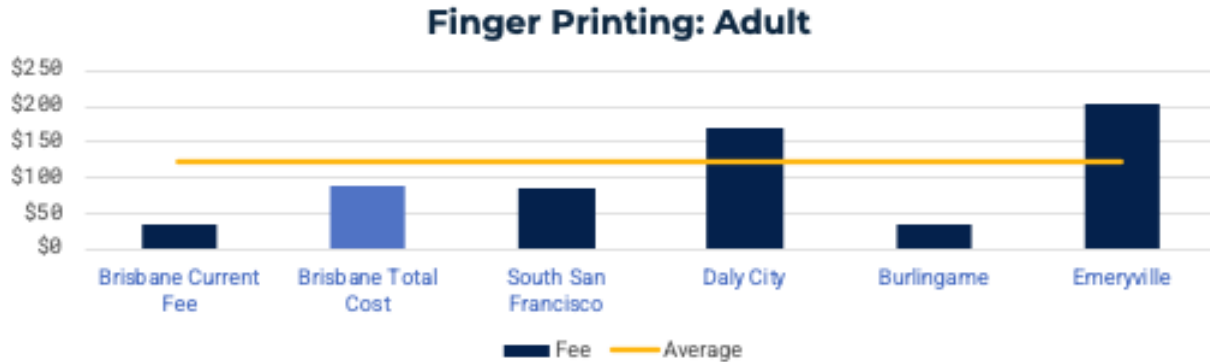




Brisbane's current fee is the lowest when compared to other jurisdictions at \$63. However, its full cost of \$68 is below the jurisdictional average of \$176. The City's current fee and full cost is most comparable to San Bruno's fee of \$106.

FINGERPRINTING: ADULT

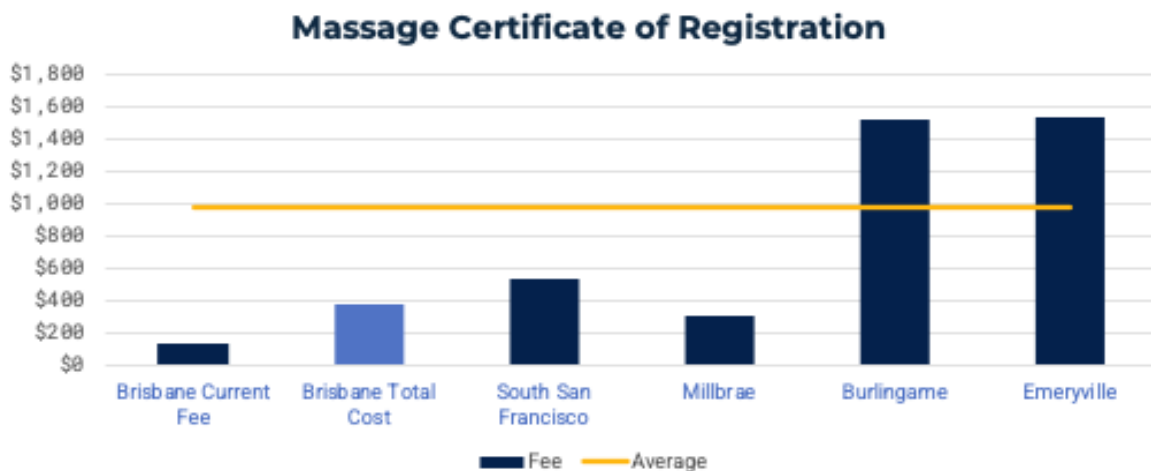
Police currently charges a fee of \$36 for Fingerprinting: Adult. Through this study, the project team calculated the full cost of this service to be \$89. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is on the lower end when compared to other jurisdictions at \$36. However, its full cost of \$89 is below the jurisdictional average of \$124. The City's current fee is most comparable to Burlingame's fee of \$36, whereas the calculated full cost is most comparable to South San Francisco's fee of \$84.

MASSAGE CERTIFICATE OF REGISTRATION

Police currently charges a fee of \$135 for a Massage Certificate of Registration. Through this study, the project team calculated the full cost of this service to be \$379. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

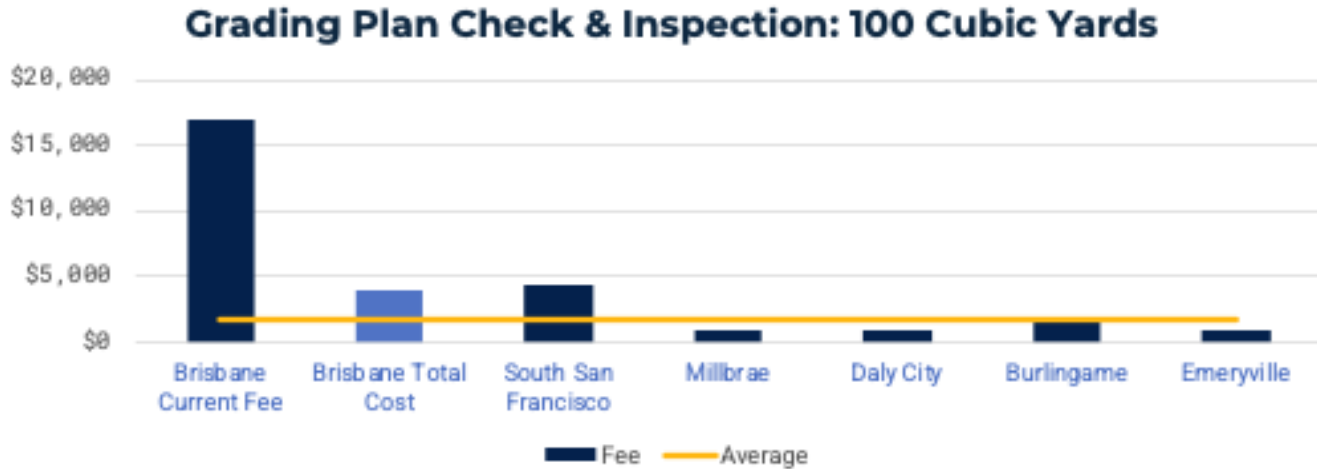




Brisbane's current fee is the lowest when compared to other jurisdictions at \$135. However, its full cost of \$379 is below the jurisdictional average of \$970. The City's current fee and total cost is most comparable to Millbrae's fee of \$300.

GRADING PLAN CHECK & INSPECTION: 100 CUBIC YARDS

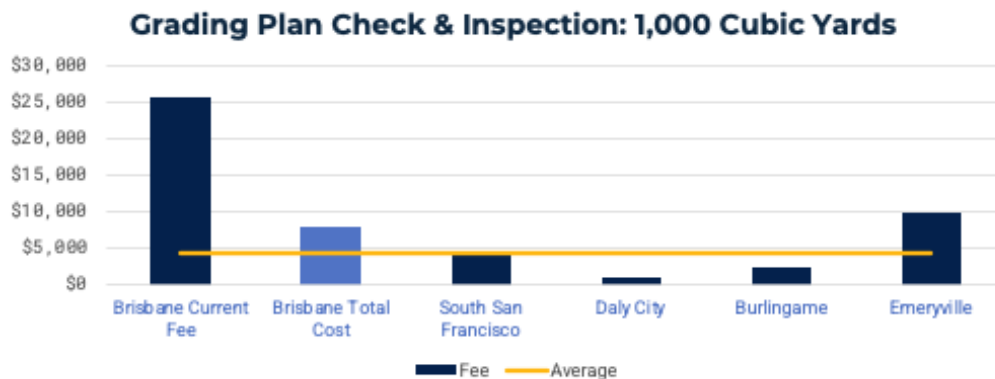
Public Works currently charges a fee of \$16,991 for Grading Plan Check & Inspection: 101 Cubic Yards. Through this study, the project team calculated the full cost of this service to be \$3,961. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the highest when compared to other jurisdictions, at \$16,991. However, its full cost of \$3,961 is above the jurisdictional average of \$1,819. The City's calculated full cost is most comparable to South San Francisco's fee of \$4,305.

GRADING PLAN CHECK & INSPECTION: 1,000 CUBIC YARDS

Public Works currently charges a fee of \$25,728 for Grading Plan Check & Inspection: 1,000 Cubic Yards. Through this study, the project team calculated the full cost of this service to be \$7,857. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

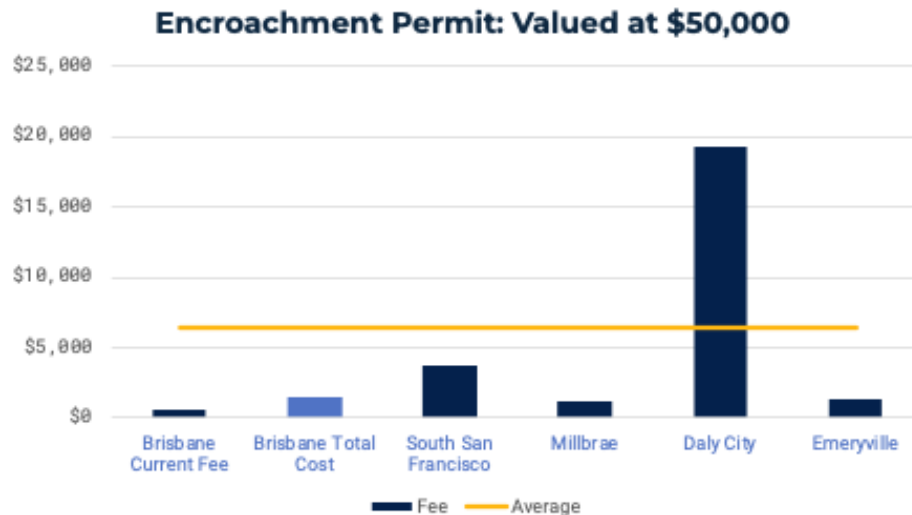




Brisbane's current fee is the highest when compared to other jurisdictions at \$25,728. However, its full cost of \$7,857 is above the jurisdictional average of \$4,425. The calculated full cost is most comparable to Emeryville's fee of \$10,000.

ENCROACHMENT PERMIT: VALUED AT \$50,000

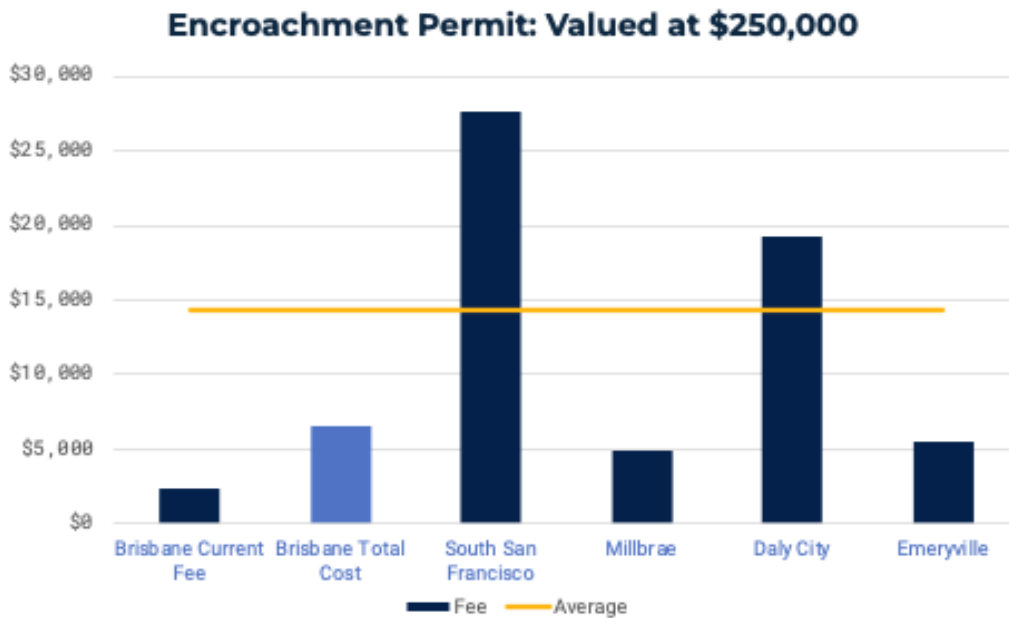
Public Works currently charges an hourly fee for an Encroachment Permit: Valued at \$50,000, which is roughly \$575. Through this study, the project team calculated the full cost of this service to be \$1,529. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current and full cost fee are significantly below the average of \$6,835. The average is being skewed by Daly City. If Daly City were removed, the average would decrease to \$2,081, which would be more in alignment with the City's full cost.

ENCROACHMENT PERMIT: VALUED AT \$250,000

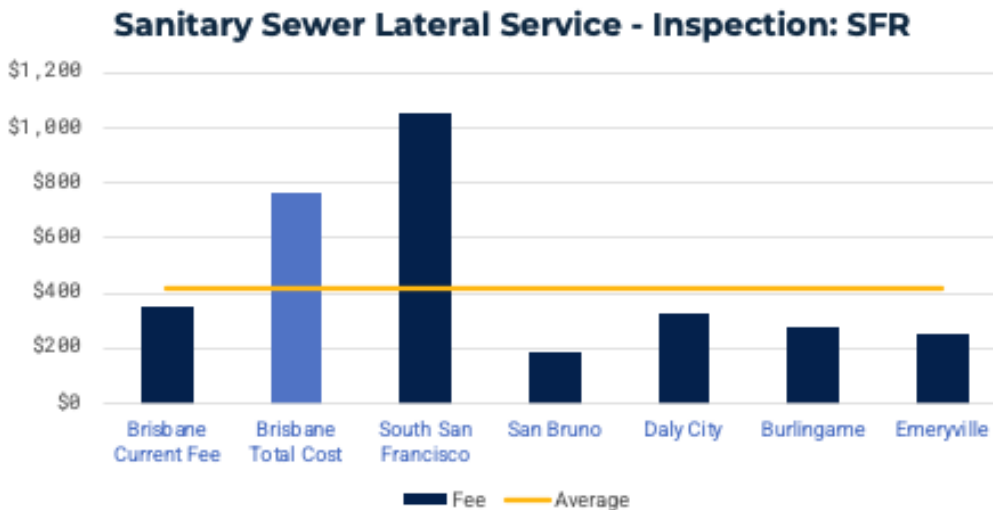
Public Works currently charges an hourly fee for an Encroachment Permit: Valued at \$250,000, which is roughly \$2,300. Through this study, the project team calculated the full cost of this service to be \$6,584. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee and full cost are below the jurisdictional average of \$14,372. Its full cost is more in alignment with Millbrae and Emeryville.

SANITARY SEWER LATERAL SERVICE - INSPECTION: SFRM

Public Works currently charges a fee of \$353 for Sanitary Sewer Lateral Service - Inspection: SFR. Through this study, the project team calculated the full cost of this service to be \$764. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.

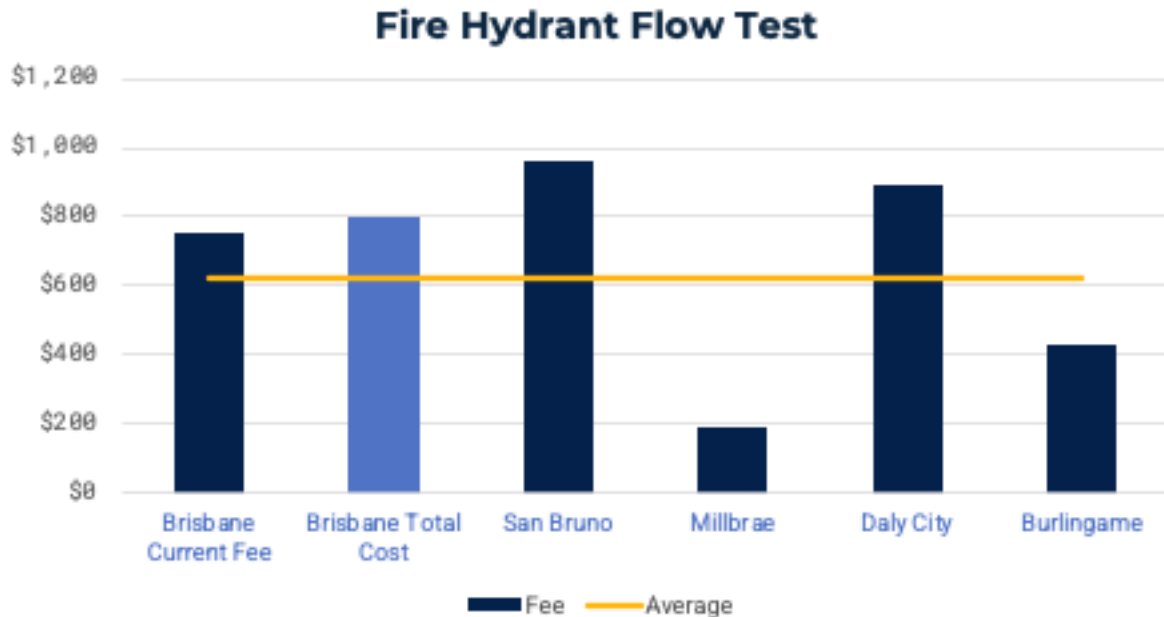


Brisbane's current fee is the third highest when compared to other jurisdictions, at \$353. However, its full cost of \$764 is above the jurisdictional average of \$418. The City's current fee is most similar to Daly City's fee of \$325, whereas the calculated full cost is most comparable to South San Francisco's fee of \$1,051.



FIRE HYDRANT FLOW TEST

Public Works currently charges a fee of \$755 for Fire Hydrant Flow Test. Through this study, the project team calculated the full cost of this service to be \$799. The following graph shows how Brisbane's current fee and full cost compare to surveyed jurisdictions.



Brisbane's current fee is the third highest when compared to other jurisdictions, at \$755. However, its full cost of \$799 is above the jurisdictional average of \$621. The City's current fee and full cost is most comparable to Daly City's fee of \$894.

SUMMARY

Overall, Brisbane generally has current fees that are lower in all departments, with the exception of Public Works, which has higher fees on average compared to the other surveyed jurisdictions. Of the surveyed jurisdictions, Brisbane's current fees are most comparable with Burlingame and San Bruno, while the City's calculated full cost is most comparable to fees charged by Daly City, Emeryville, and South San Francisco, all of whom have recently conducted fee studies.

In regard to Parks and Recreation, Brisbane has current fees that are lower on average when compared to other surveyed jurisdictions. Brisbane's current fees are most comparable to Belmont and San Francisco, while the calculated full cost is most compatible with Burlingame and South San Francisco, who have recently conducted fee studies.

It is important to note that the results of this survey only show the fees adopted by the council, not the cost recovery policy decisions for departments or a jurisdiction. As such, the results of this survey should be used as a secondary decision-making for decision-making.

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
Building					
Building permit fees - Alterations, repairs, and interior changes to existing structures & plumbing, electrical, or mechanical					
	BP-1.1	\$800-\$2,000			
		Base	Each	\$35.00	\$87.73
		Each Addl. \$1,000	Each	\$3.83	\$23.60
	BP-1.2	\$2,001-\$25,000			
		Base	Each	\$81.00	\$263.18
		Each Addl. \$1,000	Each	\$16.30	\$26.19
	BP-1.3	\$25,001-\$50,000			
		Base	Each	\$456.00	\$741.46
		Each Addl. \$1,000	Each	\$12.35	\$38.31
	BP-1.4	\$50,001-\$100,000			
		Base	Each	\$777.00	\$1,052.71
		Each Addl. \$1,000	Each	\$8.00	\$26.88
	BP-1.5	\$100,001-\$500,000			
		Base	Each	\$1,000.00	\$1,675.22
		Each Addl. \$1,000	Each	\$6.12	\$12.25
	BP-1.6	\$500,001+			
		Base	Each	\$3,610.00	\$4,686.65
		Each Addl. \$1,000	Each	\$6.12	\$6.12
New Structures and Additions					
Assembly buildings, theaters, stadiums, reviewing stands, amusement park structures					
	BP-2.1	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$0.89	\$1.03
		IIB to V	Per Sq Ft	\$0.77	\$0.77
		VB	Per Sq Ft	\$0.71	\$0.73
	BP-2.2	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0.71	\$0.85

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		IIB to V	Per Sq Ft	\$0 .62	\$0 .70
		VB	Per Sq Ft	\$0 .57	\$0 .57
	BP-2.3	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 .57	\$0 .83
		IIB to V	Per Sq Ft	\$0 .49	\$0 .65
		VB	Per Sq Ft	\$0 .46	\$0 .54
Warehouses, gas stations, storage garages, open garages, wholesale/retail stores, churches, office buildings, bars/restaurants, printing					
	BP-2.4	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .89	\$1 .14
		IIB to V	Per Sq Ft	\$0 .77	\$0 .80
		VB	Per Sq Ft	\$0 .83	\$0 .84
	BP-2.5	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .71	\$0 .85
		IIB to V	Per Sq Ft	\$0 .62	\$0 .64
		VB	Per Sq Ft	\$0 .67	\$0 .75
	BP-2.6	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 .57	\$0 .83
		IIB to V	Per Sq Ft	\$0 .49	\$0 .53
		VB	Per Sq Ft	\$0 .53	\$0 .65
Education buildings, day care (morethan 6 children - less than 6 use "R")					
	BP-2.7	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 .08	\$1 .25
		IIB to V	Per Sq Ft	\$0 .95	\$0 .95
		VB	Per Sq Ft	\$0 .87	\$0 .91
	BP-2.8	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$1 .00	\$1 .15
		IIB to V	Per Sq Ft	\$0 .88	\$0 .92
		VB	Per Sq Ft	\$0 .80	\$0 .83

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	BP-2.9	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 .69	\$0 .83
		IIB to V	Per Sq Ft	\$0 .61	\$0 .66
		VB	Per Sq Ft	\$0 .55	\$0 .55
Includes hazardous materials storage,paint shops, box factories, repairgarages					
	BP-2.10	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 .08	\$1 .25
		IIB to V	Per Sq Ft	\$0 .95	\$0 .95
		VB	Per Sq Ft	\$0 .88	\$0 .91
	BP-2.11	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .87	\$1 .15
		IIB to V	Per Sq Ft	\$0 .76	\$0 .92
		VB	Per Sq Ft	\$0 .70	\$0 .83
	BP-2.12	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 .69	\$0 .83
		IIB to V	Per Sq Ft	\$0 .61	\$0 .66
		VB	Per Sq Ft	\$0 .56	\$0 .57
Private garages/carports, patio covers,greenhouses, water tanks, storagesheds, corrals, barns, towers, fenceso					
	BP-2.13	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .64	\$0 .74
		IIB to V	Per Sq Ft	\$0 .53	\$0 .55
		VB	Per Sq Ft	\$0 .42	\$0 .42
	BP-2.14	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .51	\$0 .59
		IIB to V	Per Sq Ft	\$0 .42	\$0 .49
		VB	Per Sq Ft	\$0 .34	\$0 .40
	BP-2.15	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 .41	\$0 .51

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		IIB to V	Per Sq Ft	\$0 .34	\$0 .41
		VB	Per Sq Ft	\$0 .27	\$0 .33
Hotels, apartment houses, dwellings, duplexes, lodging houses, motels					
	BP-2.16	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .89	\$1 .03
		IIB to V	Per Sq Ft	\$0 .77	\$0 .84
		VB	Per Sq Ft	\$0 .74	\$0 .77
	BP-2.17	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 .71	\$0 .85
		IIB to V	Per Sq Ft	\$0 .62	\$0 .72
		VB	Per Sq Ft	\$0 .59	\$0 .59
	BP-2.18	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 .57	\$0 .83
		IIB to V	Per Sq Ft	\$0 .49	\$0 .65
		VB	Per Sq Ft	\$0 .47	\$0 .54
Swimming Pools (Including utilities)					
	BP-3	Swimming Pools	Per Sq Ft	\$0 .40	\$1 .39
Decks					
	BP-4	Decks	Per Sq Ft	\$0 .16	\$0 .96
Termite Repair					
	BP-5.1	\$1-\$250	Each	\$80 .00	\$279 .20
	BP-5.2	\$250-\$20,000			
		Base	Each	\$83 .00	\$311 .25
		Each Addl. \$1,000	Each	\$13 .45	\$15 .18
	BP-5.3	\$20,000+			
		Base	Each	\$357 .00	\$611 .10
Misc Fees					
	MF-1	Reroofing Permit	Per 1,000 Sq Ft	\$35	\$52

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	MF-2	Minimum Building Permit Fee	Each	\$35	\$160
	MF-3	Plan Checking Fees			
	MF-3a	Minimum Plan Check Fee	Each	New	\$310
	MF-3b	Commercial	% of Bldg Permit	60%	70%
	MF-3c	Residential	% of Bldg Permit	50%	60%
	MF-3d	Fire Support	% of Bldg Permit	New	15%
	MF-3e	Planning Support	% of Bldg Permit	Modified	15%
	MF-3f	Expedited Plan Review	% of Bldg Plan Review Fee	New	1.5x Fee
	MF-3g	Engineering Review	Each	\$461	\$601
	MF-4	Checking of plan revisions initiated by applicant (after issuance of building permit)	Per Hour	\$63	\$248
	MF-5	Energy code compliance plan review and inspection (separate from Section 1 and 2 permits)	Per Hour	\$64	\$248
	MF-6	Pre-development conference	Per Hour	\$76	\$248
	MF-7	Technical Plan and Report Review	Each	Cost + 10%	
	MF-8	Research Service Fee	Per Site	\$1.63	\$17.00
	MF-9	Penalty for Building without a Permit	Per Violation	Up to 10x Permit Fee	

Solar

Sol-1	Residential				
	15 kW or Less	Each		\$266	\$450
	More than 15 kW	Base		\$266	\$450
	Each kW above 15 kW	Each kW above 15 kW		\$18	\$15

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	Sol-2	Commercial			
		50kW or Less	Base	\$971	\$1,000
		<u>51 kW - 250 kW</u>	Base	\$971	\$1,000
		Each kW above 50 kW but less than 250 kW	Each kW above 50 kW	\$7	\$7
		<u>> 250 kW</u>	Base	\$2,371	\$2,400
		Each kW above 251 kW	Each kW above 251 kW	\$5	\$5
	Sol-3	Energy Storage System			
		Application Fee	Each	New	\$105
		Storage Unit	Per Unit	New	\$763
	Sol-4	Thermal System - Residential			
		10 kWth or Less	Each	\$450	\$450
		<u>More than 10 kWth</u>	Base	\$450	\$450
		Each kWth above 10 kWth	Each kWth above 10 kWth	\$15	\$15
	Sol-5	Thermal System - Commercial			
		30 kWth or Less	Each	\$1,000	\$1,000
		<u>30 kWth - 260 kWth</u>	Base	\$1,000	\$1,000
		Each kWth above 30 kWth but less than 260 kWth	Each kWth above 30 kWth	\$7	\$7
		<u>More than 260 kWth</u>	Base	\$2,610	\$2,610
		Each kWth above 260 kWth	Each kWth above 260 kWth	\$5	\$5
Inspection Fees					
	IF-1	Change of Use Inspection	Per Hour	\$170	\$215
	IF-2	Inspection outside normal business hours	Per Hour	\$135	\$280
	IF-3	Requested Inspection - prior to permit issuance	Per Hour	\$135	\$214
	IF-4	Re-inspection	Per Hour	\$135	\$215
	IF-5	CASp Inspection	Per Hour	\$160	\$264
Other Provisions					
	OP-1	Appeal of Building Official Decision	Deposit	\$170	\$500

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	OP-2	Permit Refund (fee)	Per Project	New	\$271
	OP-3	Revision Processing Fee	Per Project	New	\$158
	OP-4	Reinstatement Fee			
		Original Building Permit Fee \$500 or less	Per Project	New	\$105
		Original Building Permit Fee more than \$500	Per Project	New50% of original fee	
Electrical Permit Fees					
	EP-1	Installion, Alteration Relocation of Each Electrical Service			
		First 200 Ampere Capacity with one meter socket/base	Each	New	\$478
		Each additional 100 Ampere Capacity or fraction thereof	Each	New	\$56
		Each additional meter socket/base	Each	New	\$11
Plumbing Permit Fees					
	PP-1	For the Repair or Replacement of each			
		Waterline, Sewer Line or Drainage/Vent Piping System (or as determined by the Building Official)	Each	New	\$247
		Refrigerant Piping System	Each	New	\$462
	PP-2	Water Piping System	Each	New	\$247
	PP-3	Water Heater or Water Storage Tank - Single Family Dwelling	Per Project	New	\$193
	PP-4	Water Heater or Water Storage Tank - Non-Residential	Each	New	\$247
	PP-5	Tank-less water Heater Gas-fired (includes gas line, &-exhaust vent & Electrical)			
		Residential	Per Project	New	\$193
		Non-Residential	Per Project	New	\$462
	PP-6	Gas Piping System or Gas Service			

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		Residential	Per Project	New	\$247
		Non-Residential	Per Project	New	\$462
Mechanical Permit Fees					
	MP-1	Furnace Replacement- Single Family Residence (< 100K Btu and < 40 lineal feet of new duct)	Per Project	New	\$247
	MP-2	For the installation, relocation or replacement of each Commercial Heating, Cooling Refrigeration Appliance. (includes all necessary electrical circuits, fixtures, switches receptacles, gas piping, vents or water piping.)	Each	New	\$247
	MP-3	For the Installation, relocation or replacement of each Boiler. (Includes all necessary electrical circuits, receptacles, switches, gas piping and vents - but does not include motors identified in the schedule)	Each	New	\$139
	MP-4	For the installation, relocation or replacement of Other Fuel Burning Appliances not listed in this schedule. (includes all necessary gas piping, vents, electrical circuits receptacles and switches.) Residential Appliances (excluding Residential Furnace) Replacement)	Each	New	\$247
	MP-5	For the installation, relocation or replacement of each or Air Handler Unit, Heating or Cooling Coil or Element in a duct system. (includes all necessary electrical circuits, receptacles or switches and piping for cooling media.)			
		0 to 400,000 Btu	Each	New	\$139
		401,000 Btu and Over	Each	New	\$247
	MP-6	For the installation, relocation or replacement of each Radiant Heating Panel Radiator or Convertor (including all necessary piping)			
		1 to 5 Devices	Base	New	\$139

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		Each Additional 5 Devices	Each Addl 5 Devices	New	\$17

Surcharges

	S-1	General Plan Maintenance	% of Building Permit	New	7%
	S-2	Technology	% of Permit	Modified	5%

Planning

Full Cost Hourly Rates by Staff Position:*

	Hourly-1	Director	Per Hour	\$292	\$370
	Hourly-2	Principal Planner	Per Hour	\$223	\$304
	Hourly-3	Senior Planner	Per Hour	\$188	\$295
	Hourly-4	Associate Planner	Per Hour	\$158	\$258
	Hourly-5	Building Permit Technician	Per Hour	\$120	\$210
	Hourly-6	Community Development Technician	Per Hour	\$120	\$226
	Hourly-7	Administrative Assistant	Per Hour	\$117	\$221
	Hourly-8	Office Specialist	Per Hour	\$110	\$196

*Expressed for 100% cost recovery; applicable cost recovery on a permit for which a fee is charged on an hourly basis

Permits:

	P-2	Use Permits:			
P2	P-2a	Conditional uses listed in District Regulations not listed below	Each	\$1,376	\$7,422
P3a	P-2b	Transfer of development rights within the R- BA district	Each	\$3,145	\$8,861
P3b	P-2c	Clustered development within the R-BA district	Each	\$3,145	\$8,861
P5	P-2d	Height Limits per BMC 17.32.060.B	Each	\$1,376	\$4,992
P12	P-2e	Condominium conversion of existing dwelling units	Each	\$1,892	\$8,194
P13	P-2f	<u>Non conforming parking</u>			

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		in R and NCRO districts	Each	\$1,376	\$7,089
		in other districts	Each	\$1,892	\$7,089
P13a	P-2g	Use Permit to Expand Nonconforming Residential Uses	Each	\$1,376	\$7,089
	P-3	Home Occupation Permits:			
P14		Home occupations in residential districts	Each	\$45	\$172
	P-4b	Design Permits:			
P15a	P-4a	Design Permit for new construction: residential	Each	\$2,089	\$9,610
P15b	P-4b	Design Permit for new construction: non-residential or mixed use	Each	\$3,489	\$13,804
P16	P-4c	Design Permit for remodeling existing structures	Each	\$2,089	\$12,100
P16a	P-4d	Design Permit Extension	Each	\$1,610	\$4,825
	P-5	Variance:			
P17	P-5a	Variance to code provisions for new construction to all structures	Each	\$1,575	\$7,861
P18	P-5b	<u>Variance to code provisions for remodel of existing structures</u>			
		Residential structures	Each	\$1,180	\$7,089
		Other structures	Each	\$1,575	\$7,089
	P-6	Sign Permits:			
P19	P-6a	<u>Sign permits in all districts</u>			
		with Hearing	Each	\$920	\$6,922

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		without Hearing	Each	\$387	\$661
P20	P-7b	<u>Sign Programs</u>			
		New	Each	\$1,066	\$8,194
		Revision to existing	Each	\$1,066	\$3,705
	P-8	Planned Development Permits:			
P-21		Planned Development Permit	Deposit	\$5,000	\$5,000
	P-9	Development Agreements:			
P-22		Development Agreement	Deposit	\$5,000	\$5,000
	P-10	Specific Plans:			
P23		Specific Plan	Deposit	\$5,000	\$5,000
	P-11	Exceptions to the Code:			
P4	P-11a	Exceptions to Fence Regulations	Each	\$648	\$3,059
P-25b	P-11b	<u>Solar Height limits Exception per BMC 17.32.060.C</u>	Each	\$648	\$1,415
		Setback Exception Modification Public Hearing	Each	\$648	\$3,061
		Height Exception to Accomodate Accessibility Improvements per BMC 17.32.060.D	Each	New	\$1,415
	P-12	Minor Modifications:			
P26		Modifications per BMC 17.56.090	Each	\$648	\$4,992
	P-13	Grading Permits:			

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
P27		<u>Grading Permit Review by Planning Commission</u>			
		500 CY or less	Base	\$1,771	\$3,128
		More than 500 CY	Each Add'l CY above 500 CY	New	\$6.21
	P-14	Amendments:			
P28		General / Zoning Map or Text	Deposit	\$2,007	\$18,879
	P-15	Subdivisions:			
P32	P-15a	Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	Base	\$3,476	\$15,038
P35a	P-15b	Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	Per Lot	\$275	\$285
	P-15c	Tentative Parcel Map and Condominium Plans with 4 or less lots/units	Each	\$3,476	\$12,517
	P-15d	Ministerial Subdivision Map	Each	New	\$13,589
P35a	P-15e	Final Parcel Map	Each	\$529	\$3,801
P35b	P-15f	Final Subdivision Map	Each	\$705	\$5,726
P36	P-15g	Time Extension for Approved Tentative Map	Each	\$1,620	\$7,528
P37	P-15h	Amendment to Approved Tentative Map	Each	\$1,620	\$7,861
	P-15i	Ministerial Parcel Map	Each	New	\$4,750
P38	P-15j	Correction/Amendment to Final Map	Each	\$447	\$2,776
P40	P-15k	Modifications to Subdivision Provisions	Each	\$1,729	\$7,861
P41	P-15l	Vesting Tentative Subdivision Map	Each	\$6,961	\$15,038

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	P-15m	Vesting Tentative Subdivision Map	Per Lot	\$275	\$285
P42a	P-15n	Certificate of Compliance per GC 66499.35(a) and (b)	Each	\$1,157	\$6,122
P42b	P-15o	Certificate of Compliance per GC 66499.35 (c)	Each	\$447	\$2,776
P43	P-15p	Lot Line Adjustment	Each	\$1,157	\$4,750
P43a	P-15q	Parcel Map Waivers	Each	\$1,157	\$6,122
P44	P-15r	Reversions to Acreage	Each	\$1,157	\$6,122
P45	P-15s	Lot Merger	Each	\$447	\$2,776
P47	P-16	Appeals	Each	\$454	\$3,367
	P-17	Environmental Review:			
P49	P-17a	Initial Study/Negative Declaration	Each	\$3,076	\$16,708
P50	P-17b	Environmental Impact Reports	Each	Consultant Cost + 10%	
P51	P-17c	Mitigation Monitoring-Inspections etc.	Hourly	Hourly	
Other Services:					
	P-18	HCP Operating Program Revision	Each	New	\$14,038
P52	P-19	Pre-application Review	Per Hour	Hourly	\$285
P53	P-20	Administrative review subsequent documents from Con. of Appr.	Per Hour	Hourly	\$285
P54	P-21	Parking lot redesign/Landscape plan review (per BMC section 15.70.030)	Each	\$692	\$2,059
P55	P-22	Research record search	Per Hour	Hourly	\$226
P56	P-23	Technical report review	Each	Consultant Cost + 10%	

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
P63	P-24	Telecommunications Administrative Permit	Each	\$1,270	\$5,860
P64	P-25	Alcohol Public Convenience Necessity (PCN)	Each	\$648	\$3,763
P65	P-26	Tree Removal Permit			
	P-26a	1-5 trees	Each	\$397	\$1,340
	P-26b	6+ trees	Each	\$397	\$2,490
P66	P-27	Administrative Appeal (to City Manager)	Each	\$114	\$2,262
P67	P-28	Address Assignment			
	P-28a	Required as condition of approval on a building permit	Each	\$131	\$396
	P-28b	Not required as condition of approval on a building permit	Each	\$131	\$682
P68	P-29	Construction Noise Exception Permit per BMC 8.28.080	Each	\$784	\$3,253
P69	P-30	Outdoor Sound Amplification Request	Each	\$229	\$642
P70	P-31	Short Term Rental Permit			
	P-31a	New	Each	\$369	\$1,010
	P-31b	Renewal	Each	\$369	\$455
P71	P-32	C.3 Stormwater Review/Inspection			
	P-32a	Review	Each Round of Review	Consultant Cost + 10%	
	P-32b	Inspection	Each	\$191	\$191
P30a	P-33	Housing Development Permit			

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	P-33a	Base 2-10 units	Each	\$2,627	\$9,610
	P-33b	Per Additional Unit	Per Unit	Modified	\$285
P72	P-34	Plan Lines	Each	\$3,476	\$5,000
P73	P-35	Lighting Deviation	Each	\$648	\$2,896
P74	P-36	Consultant Management Fee	% of Consultant Fee	10%	
	P-37	Zoning Conformance Letter	Each	New	\$894
P57	P-38	Zoning Enforcement Penalty	Per Violation	Up to 10x Fee	

Surcharges

S-1	Technology	% of Permit	Modified	5.00%
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Marina

Guest Berthing:

M-1	35'	Per Night	\$25
M-2	35' - 50'	Per Foot	\$0.85
M-3	51' - 80'	Per Foot	\$1.00

Berth Rent:

M-4	30' Single Finger	Per month	\$260
M-5	30' Double Finger	Per month	\$286
M-6	34' Single Finger	Per month	\$294
M-7	34' Double Finger	Per month	\$324
M-8	36' Single Finger	Per month	\$312
M-9	36' Double Finger	Per month	\$343
M-10	38' Single Finger	Per month	\$329
M-11	40' Single Finger	Per month	\$346
M-12	44' Single Finger	Per month	\$381
M-13	46' Single Finger	Per month	\$398

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	M-14	46' Double Finger	Per month	\$438	
	M-15	48' Single Finger	Per month	\$416	
	M-16	50' Single Finger	Per month	\$433	
	M-17	50' Double Finger	Per month	\$477	
	M-18	54' Single Finger	Per month	\$468	
	M-19	56' Single Finger	Per month	\$485	
	M-20	56' Double Finger	Per month	\$534	
	M-21	60' Single Finger	Per month	\$520	
	M-22	60' Double Finger	Per month	\$572	
Other Fees:					
	M-23	Inside Ties for Smaller Boats	Per Foot Per month	\$7 . 67	
Move In Costs:					
	M-24	Application Fee (Non Refundable)	Each	\$25	\$474
	M-25	Gate Key Deposit	Each	\$30	\$30
Other Fees:					
	Dock Wheel / Fender Wheel Installation				
	M-26	For One	Each	\$50	\$142
	M-27	For Two	Each	\$80	\$142
	M-28	Live Aboard Fee	Per month	\$400	
	M-29	Slip Transfer Fee	Each	\$25	\$71
	M-30	Late Fee	% of the outstanding ba	0 . 83%	
	M-31	Electricity Fees	per kW	\$0 . 014	
	M-32	Lien Fee	per filing	\$180	\$302
	NSF Returned Check Fee				
	M-33	First Check	Each	\$65	
	M-34	Second & Subsequent	Each	\$65	
	M-35	Hat	Each	\$11	

Parks and Recreation

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
Facility Rentals					
	P&R-1	Alcohol Surcharge Fee (rental with 100 or more persons)	Per Event	\$106	
		Athletic Fields:			
	P&R-2	Lights	Per Hour	\$31	
		<u>Non Profit Closed to Public</u>			
	P&R-3	Brisbane Non Profit	Per Hour	\$19	
	P&R-4	Non Brisbane Non Profit	Per Hour	\$31	
	P&R-5	Residential	Per Hour	\$49	
	P&R-6	Non-Residential	Per Hour	\$85	
	P&R-7	Game Preparation	Per Game	\$31	
Mission Blue Center					
		Residential			
	P&R-8	1 Room - Weekday	Per Hour	\$192	\$285
	P&R-9	Entire Facility - Weekday	Per Hour	\$297	\$379
	P&R-10	1 Room - Weekend	Per Hour	\$239	\$302
	P&R-11	Entire Facility - Weekend	Per Hour	\$371	\$407
		Non-Residential			
	P&R-12	1 Room - Weekday	Per Hour	\$292	\$285
	P&R-13	Entire Facility - Weekday	Per Hour	\$432	\$379
	P&R-14	1 Room - Weekend	Per Hour	\$357	\$302
	P&R-15	Entire Facility - Weekend	Per Hour	\$547	\$407
Other Rentals					
		Community Center Rental			
	P&R-16	Resident	Per Hour	\$90	
	P&R-17	Non-Resident	Per Hour	\$110	
		Volleyball Courts			
	P&R-18	Resident	Per Hour	\$30	

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	P&R-19	Non-Resident	Per Hour	\$35	
	P&R-20	Refundable Deposit	Each	\$530	
Community Park Rentals:					
	P&R-21	Alcohol Surcharge Fee (rental with 100 or more persons)	Per Event	New	
	Area 1, 2 and 3 (4 tables):				
	P&R-22	Resident	Per Day	\$114	
	P&R-23	Non-Resident	Per Day	\$260	
	P&R-24	Refundable Deposit	Each	\$50	
	Lawn Area:				
	Resident:				
	P&R-25	Under 50 people	Per Day	\$51	
	P&R-26	51- 100 people	Per Day	\$137	
	P&R-27	Over 100 people	Per Day	\$257	
	Non-Resident:				
	P&R-28	Under 50 people	Per Day	\$117	
	P&R-29	51- 100 people	Per Day	\$312	
	P&R-30	Over 100 people	Per Day	\$585	
	Gazebo Area:				
	P&R-31	Resident	Per Hour	\$80	
	P&R-32	Non-Resident	Per Hour	\$118	
	P&R-33	Refundable Deposit	Each	\$200	
Aquatics					
Daily Admission					
	Adult				
	P&R-34	Resident	Per Person	\$7	\$21
	P&R-35	Non-Resident	Per Person	\$11	\$21
	Youth/Senior				
	P&R-36	Resident	Per Person	\$5	\$21

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	P&R-37	Non-Resident	Per Person	\$8	\$21
Monthly Passes					
	P&R-38	Adult Resident	Per Person	\$66	\$213
	P&R-39	Adult Non-Resident	Per Person	\$113	\$213
Swim Lessons					
	Swim Lessons (8)				
	Resident:				
	P&R-40	Lesson Package	Per Lesson Package	\$88	\$296
	P&R-41	Per Class	Per Class	\$11	\$37
	Non-Resident				
	P&R-42	Lesson Package	Per Lesson Package	\$120	\$296
	P&R-43	Per Class	Per Class	\$15	\$37
	Semi-Private Swim Lessons (4)				
	P&R-44	Resident	Per Lesson Package	\$128	\$200
	P&R-45	Non-Resident	Per Lesson Package	\$185	\$200
	Private Swim Lesson (4)				
	P&R-46	Resident	Per Lesson Package	\$178	\$334
	P&R-47	Non-Resident	Per Lesson Package	\$258	\$334
Pool Rentals					
	Rec Swim Party				
	P&R-48	Resident	Per Rental	\$171	\$397
	P&R-49	Non-Resident	Per Rental	\$248	\$397
	Private Rental				
	P&R-50	Resident	Per Rental	\$350	\$629
	P&R-51	Non-Resident	Per Rental	\$500	\$629
	Refundable Deposit				
	P&R-52	Resident	Each	New	
	P&R-53	Non-Resident	Each	New	

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
Misc. Pool Fees					
	P&R-54	Lifeguard Certification Piranha Swim Club	Per Session	\$238	\$279
	P&R-55	Resident	Per Class	\$6	\$18
	P&R-56	Non-Resident	Per Class	\$9	\$18
Youth Activities					
Club Rec Monthly					
	P&R-57	Resident	Per Person, Per Month	\$1 , 961	\$2 , 640
	P&R-58	Non-Resident	Per Person, Per Month	\$2 , 726	\$2 , 640
Daily Camp Fee					
		Summer Camp			
	P&R-47	Resident	Per Person, Per Day	\$43	\$49
	P&R-48	Non-Resident	Per Person, Per Day	\$60	\$49
		Break Camps			
	P&R-49	Resident	Per Person, Per Day	\$43	\$54
	P&R-50	Non-Resident	Per Person, Per Day	\$60	\$54
Preschool					
	P&R-51	Resident	Per Person, Per Hour	\$7	\$9
	P&R-52	Non-Resident	Per Person, Per Hour	\$9	\$9
Misc Fees					
	P&R-53	ClubRec Enrichment Clubs	Per Person, Per Activity	\$5-\$70	
	P&R-54	Youth Classes	Per Person, Per Activity Based on cost of class		
	P&R-55	Youth Sports	Per Person, Per Season	\$86	
	P&R-56	Processing Fee	Per Class Session or Sp Based on cost of class		
	P&R-57	Late Pick-up Fee	Per Minute	\$1	
Administrative					
	P&R-58	Transaction Fee - Drop in Class	Per class for drop in on	\$1	
	P&R-59	Transaction Fee - For classes under \$100	Per class session or sp	\$10	

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	P&R-60	Transaction Fee - For Classes \$100 and over	Per class session or sp	\$22	
	P&R-61	Processing Fee for Refunds	Per Transaction	\$7	\$9
Adult Sports:					
	P&R-62	Adult Softball	per team, per season	\$1 , 000	
	P&R-63	Adult Open Gym	per person, per class	\$5	
Teens:					
	P&R-64	Teen Programs	per person, per activity	\$10-\$100	
	P&R-65	Middle School Dances	per person, per activity	\$5-\$20	
Seniors					
	P&R-66	Senior Lunches	Per Person, Per Month	\$10	\$134
	P&R-67	Senior Programs	Per Person, Per Activity	\$5-\$200	
Special Events:					
	P&R-68	Derby Kit	per derby kit	\$40	
	P&R-69	Pop-Up Events	per person, per activity	\$5-\$100	
	P&R-70	Day in the Park - Event Tickets	per ticket	\$1	
	P&R-71	Community Night with the Giants Tickets	per ticket	\$25	
	P&R-72	Concerts in the Park - Sponsorships	per sponsorship	\$100-\$2 , 500	
	P&R-73	Parents Night Out Events	per person, per activity	\$25-\$50	
Finance					
Utility Billing					
	F-1	Water and Service Connection			
	F-1a	Processing	Each	\$20	\$217
	F-1b	Deposit	Each	\$70	\$107
F3	F-2	Late Notice Fee	Each	\$5	\$5
F5	F-3	10 Day Disconnect Notice Fee	Each	\$54	\$54
	F-4	Water Turn On			
F6	F-4a	After payment of delinquent account: 8a-4p	Each	\$55	\$102
F6	F-4b	After payment of delinquent account: after 4p	Each	\$139	\$274

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
F6a	F-4c	After 3rd notice for backflow recertification	Each	\$307	\$291
Finance Fees					
F9	F-6	Returned Payment Charge (All Departments)			
	F-6a	First Check	Each	\$65	\$25
	F-6b	Second & Subsequent	Each	\$65	\$35
City Clerk					
C8	CC-1	Photocopying	Per Page	\$0 . 35	\$0 . 10
C12	CC-2	Campaign Statements	Each	\$0 . 10	\$0 . 10
C13	CC-3	General Research:			
	CC-3a	City Clerk	Per Hour	\$0	\$172
Police Department					
P01	PD-1	Copies of Reports	Each	\$0	\$239
P02	PD-2	Alarm System Permits	Each	\$0	\$94
P03	PD-3	Bicycle Registration	Each	\$0	\$35
P04	PD-4	Booking Fee	Each	\$0	\$98
	PD-5	Clearance & Good Conduct Letters:			
P05	PD-5a	Resident	Each	\$6	\$35
P05	PD-5b	Non-Resident	Each	\$39	\$35
P06	PD-6	Subpoena Dues / Tecum Processing	Per Hour	\$39	\$24
	PD-7	Concealed Weapons:			
P07	PD-7a	Permit Process	Each	\$75	\$379
P08	PD-7b	Renewal Fee	Each	\$0	\$94
P09	PD-8	Copies of Digital Media	Each	\$37	\$211
P010	PD-9	Court Appearance All Personnel	Per Day	\$275	\$275
P014	PD-10	False Alarms - Structure	Each	\$0	\$53
	PD-11	Fingerprinting:			
P015	PD-11a	Resident: Adult	Each	\$36	\$89
P015	PD-11b	Resident: Minor	Each	\$0	\$89

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
P016	PD-11c	Non-Resident	Each	\$112	\$89
	PD-12	Massage Certificate of Registration:			
P017	PD-12a	Registration	Each	\$135	\$379
P018	PD-12b	Early Renewal	Each	\$35	\$94
P019	PD-13	Special Event Permit	Per Hour	\$0	\$379
	PD-14	Photographs:			
P020	PD-14a	Copies (plus actual costs)	Each	\$103	\$18
P021	PD-14b	Enlargements (plus actual costs)	Each	\$103	\$21
	PD-16	Vehicle Releases:			
P024	PD-16a	Vehicle Releases / Enforcement	Each	\$63	\$68
P025	PD-16b	Vehicle Releases / Abandonment	Each	\$63	\$68
P026	PD-17	Film Crew	Each	\$622	\$663
P027	PD-18	Reposessed Vehicle Release	Each	\$15	\$15
Fire					
Annual Permits					
FD1	FD-1	Aerosol Products	Each	\$281	\$284
FD4	FD-2	Asbestos/Lead Coating Removal	Each	\$431	\$465
FD5	FD-3	Automobile Wrecking Yard	Each	\$290	\$310
FD6	FD-4	Apartment House (incl. condos & congregate res.)			
	FD-4a	3 units to 10 units	Each	\$290	\$310
	FD-4b	11 units to 20 units	Each	\$365	\$387
	FD-4c	<u>Greater than 20 units</u>	Each	\$365	\$387
		Per Unit Over 20	Per Unit	\$1 .30	\$1 .72

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
FD7	FD-5	Battery system	Each	\$144	\$155
FD8	FD-6	Candles or Open Flames in Assembly Areas (may combine with assembly permit	Each	\$144	\$155
FD9	FD-7	Carnivals or Fairs	Each	\$431	\$465
FD11	FD-8	Cellulose Nitrate Storage	Each	\$361	\$387
FD12	FD-9	Combustible Fiber Storage	Each	\$290	\$310
FD13	FD-10	Combustible Material Storage	Each	\$290	\$310
FD14	FD-11	Compressed Gases (in excess of the amts. listed in CFC, Table 105-A)	Each	\$290	\$310
FD15	FD-12	Commercial Rubbish Handling Plant	Each	\$420	\$465
FD16	FD-13	Cryogen's (in excess of the amounts listed in CFC, Table 105- B)	Each	\$431	\$465
FD17	FD-14	Dry Cleaning Plants	Each	\$290	\$310
FD18	FD-15	Dust Producing Operations	Each	\$290	\$310
FD19	FD-16	Explosives or Blasting Agents	Each	\$431	\$465
FD21	FD-17	Fireworks Display (fees for standby Fire staff, when req'd, are add'l) \$420	Each	\$431	\$465
FD22	FD-18	Flammable or Combustible Liquid Pipeline	Each	\$431	\$465
FD23	FD-19	To Store, Handle or Use Flam/Combust. Liquids	Each	\$215	\$232
FD24	FD-20	Flammable or Combustible Liquids in Tanks, vessels > 60 gal. capacity); largest	Each	\$431	\$465
	FD-21	Up to 10,000 gallons tank size:			
	FD-21a	1 tank	Each	\$418	\$439
	FD-21b	2-3 tanks			
		Base	Base	\$418	\$439

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		Each Additional Tank Over the First	Each Addl Tank	\$125	\$129
		<u>3 + tanks</u>			
		Base	Base	\$558	\$594
		Each Additional Tank Over the First	Each Addl Tank	\$290	\$310
	FD-22	Over 10,000 to 100,000 gallons tank size:			
	FD-22a	1 tank	Each	\$629	\$672
	FD-22b	<u>2-3 tanks</u>			
		Base	Base	\$629	\$672
		Each Additional Tank Over the First	Each Addl Tank	\$290	\$310
	FD-22c	<u>3+ tanks</u>			
		Base	Base	\$834	\$879
		Each Additional Tank Over the First	Each Addl Tank	\$290	\$310
	FD-23	Over 100,000 gallons tank size:			
	FD-23a	1 tank	Each	\$1,256	\$1,344
	FD-23b	<u>2-3 tanks</u>			
		Base	Base	\$1,256	\$1,344
		Each Additional Tank Over the First	Each Addl Tank	\$312	\$336
	FD-23c	<u>3+ tanks</u>			
		Base	Base	\$1,256	\$1,344
		Each Additional Tank Over the First	Each Addl Tank	\$312	\$336
FD26	FD-24	Tank Vehicles	Each	\$215	\$232
FD27	FD-25	Install, Alter, Remove, Abandon, Place Temporarily Any	Each	\$578	\$620
FD30	FD-26	Fumigation or Thermal Insecticidal Fogging:	Each	\$215	
		in excess of the quantities listed in CFC table 105.620)			
		(for cryogens, compressed gasses, flammable or	Each		refer to Hazardous
FD31	FD-26a	comubustible liquids, and liquified petroleum gases, see			material table HM-1
FD32	FD-27	High-Piled Combustible Storage	Each	\$431	\$465
FD33	FD-28	High-Rise Building Annual Inspection	Each	\$431	\$465
FD34	FD-29	Hot work operations:	Each	\$216	\$232

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
FD35	FD-30	Hotels, Motels and Lodging Houses	Each	\$290	\$310
FD36	FD-31	Liquefied Petroleum Gases (except portable containers <125	Each	\$290	\$310
FD37	FD-32	Liquid/Gas-Fueled Vehicles or Equipment in Assembly Buildin	Each	\$216	\$232
FD38	FD-33	Lumber Yards (over 100,000 board feet)	Each	\$290	\$310
FD39	FD-34	Magnesium Working	Each	\$216	\$232
FD40	FD-35	Mall, Covered	Each	\$431	\$465
FD41	FD-36	Motor vehicle fuel dispensing stations:	Each	\$431	\$465
FD42	FD-37	Occupant Load Increase	Each	\$290	\$310
FD43	FD-38	Open Burning	Each	\$290	\$310
FD45	FD-39	Ovens, Industrial Baking or Drying	Each	\$290	\$310
FD47	FD-40	Places of Assembly (churches, schools, NPOs permitted at no fee)			
	FD-40a	A-1, A-2, A-2.1	Each	\$341	\$362
	FD-40b	A-3, A-4	Each	\$279	\$284
	FD-40c	Special Assembly events	Each	\$279	\$284
FD48	FD-41	Pyrotechnic Special Effects Material (fees for standby Fire sta	Each	\$426	\$465
FD50	FD-42	Refrigeration Equipment	Each	\$216	\$232
FD51	FD-43	Repair Garage	Each	\$290	\$310
FD52	FD-44	Spraying or Dipping	Each	\$290	\$310
FD53	FD-45	Temporary membrane structures, tents, and canopies	Each	\$290	\$310
FD54	FD-46	Tire Storage	Each	\$290	\$310
FD55	FD-47	Wood Products (over 200 cu. ft.)	Each	\$290	\$310
Other Fire Fees					
FD68	FD-48	Copy of Fire Report	Each	\$22	\$25
FD69	FD-49	False Alarm in Excess of 3 per Calendar Year (accidental or equipment)	Each	\$180	\$310
FD70	FD-50	Fire Hazard Abatement performed by City or City Contractor (including, but not limited to, combustible or flammable vegetation removal)	Each	Abatement cost plus administrative fee	

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
FD72	FD-51	New Business Fire Inspection	Each	\$218	\$232
FD74	FD-52	Re-Inspection Fee (for each following second re-inspection)	Each	\$148	\$155
FD75	FD-53	Standby Engine Company			
	FD-53a	First Hour	Base	\$370	\$677
	FD-53b	Each Additional Half Hour	Each Addl 30 Min.	\$108	\$338
FD76	FD-54	Standby Firefighter (1 hour minimum)	Per Hour	\$119	\$215
FD77	FD-55	Work Performed after Normal Working Hours (Callback is a 3-hr min)	Per Hour	\$216	\$248
	FD-56	Expedited Plan Review	Each	New	1.5x Plan Review
	FD-57	Alternate Methods / Materials Request Fee	Per Hour	New	\$310

Construction Fire Permit Fees:

	FD-58	Automatic Sprinkler System Permit (installation of suspended piping larger than			
FD56	FD-58a	<u>For other than 1 and 2 family dwellings:</u>			
		New (per sq. ft.)	Per Sq Ft	\$0.26	\$0.33
		Minimum Fee	Each	\$330.00	\$450
		Alteration (per sq. ft. of protected area,)	Per Sq Ft	\$0.26	\$0.17
		Minimum Fee	Each	\$206.00	\$300
FD57	FD-58b	<u>One and Two-family dwellings:</u>			
		New (per sq. ft.)	Per Sq Ft	\$0.26	\$0.42
		Minimum Fee	Each	\$218	\$300

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		Alteration (per sq. ft. of protected area)	Per Sq Ft	\$0 .26	\$0 .25
		Minimum Fee	Each	\$136	\$200
FD 58	FD-59	Fixed Extinguishing System Permit: New and Upgrade Installations	Each	\$456	\$450
FD 59	FD-60	Fire Plan Check and resubmittal	Per submittal	\$150	\$150
FD60	FD-61	Fire Alarm Permit	Per 3,000 sq. ft.	\$228	\$250
FD61	FD-62	Construction, Alteration & Renovation Permit	Per 3,000 sq. ft.	\$198	\$200
	FD-63	Emergency Responder Radio Coverage	Each	New	\$450
FD62	FD-64	Gas Piping System Installation Permit	Each	\$361	\$375
FD63	FD-65	Underground Fire Protection Piping Permit	Each	\$479	\$525
FD64	FD-66	Consultant Service Fee (actual cost plus admin fee)	Per Hour	\$57	\$300
FD67	FD-67	Document Review (per hour)	Per Hour	\$144	\$300
FD71	FD-68	Hydrant Flow Test	Each	\$643	\$650
FD73	FD-69	Other Services (per half hour and portion thereof)	Per Half Hour	\$72	\$150
FD74	FD-70	Re-Inspection Fee (for each following second re-inspection)	Each	\$148	\$300

Hazardous Materials Table Schedule:

HM1	HM-1.1	Range	Solids (pounds)			
		1	0 to 500	Each	\$408	\$450
		2	>500 to 5,000	Each	\$571	\$600
		3	>5,000 to 25,000	Each	\$765	\$800
		4	>25,000 to 50,000	Each	1114	\$1 , 151
		5	>50,000 to 80,000	Each	\$1 , 613	\$1 , 651

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
		6 >80,000 to 120,000	Each	\$2,334	\$2,402
		7 >120,000	Each	\$3,037	\$3,153
	HM-1.2	Range Liquids (gallons)			
		1 0 to 55	Each	\$408	\$450
		2 >55 to 550	Each	\$571	\$600
		3 >550 to 2,750	Each	\$764	\$800
		4 >2,750 to 5,500	Each	\$1,114	\$1,151
		5 >5,500 to 10,000	Each	\$1,613	\$1,651
		6 >10,000 to 15,000	Each	\$2,334	\$2,402
		7 > 15,000	Each	3037	\$3,153
	HM-1.3	Range Gas (cubic feet)			
		1 0 to 200	Each	\$316	\$375
		2 >200 to 2,000	Each	\$571	\$600
		3 >2,000 to 10,000	Each	\$764	\$800
		4 >10,000 to 20,000	Each	\$1,114	\$1,151
		5 >20,000 to 40,000	Each	\$1,613	\$1,651
		6 >40,000 to 60,000	Each	\$2,334	\$2,402
		7 >60,000	Each	\$3,037	\$3,153
Public Works					
Grading Permits					
PW 1	PW-1	Grading Permit - Plan Check:			
	PW-1a	0-5 cub. yds. (no permit required)	Each	\$0	
	PW-1b	6-50 cub. yds.	Each	\$115	\$183
	PW-1c	51-100 cub. yds.	Each	\$115	\$258
	PW-1d	101-1,000 cub. yds.	Each	\$463	\$484
	PW-1e	1,001-10,000 cub. yds.	Each	\$929	\$935
	PW-1f	10,001-100,000 cub. yds.	Each	\$4,993	\$5,444
	PW-1g	100,001-200,000 cub. yds.	Each	\$8,323	\$9,052

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
PW 1a	PW-1h	200,000 or more cub. yds.	Each	\$16,650	\$16,568
	PW-1i	3rd and subsequent Plan Checks	Per Hour	New	\$300
	PW-2	Geotechnical Peer Review	Deposit	\$5,000	\$5,000
	PW-3	Grading Permit - Inspection:			
	PW-3a	0-5 cub. yds. (no permit required)	Each	\$0	
	PW-3b	6-50 cub. yds.	Each	\$460	\$549
	PW-3c	51-100 cub. yds.	Each	\$923	\$1,238
	PW-3d	101-1,000 cub. yds.	Each	\$16,528	\$3,477
	PW-3e	1,001-10,000 cub. yds.	Each	\$24,799	\$6,922
	PW-3f	10,001-100,000 cub. yds.	Each	\$10,000	\$13,812
PW 2a	PW-3g	100,000 - 200,000 cub. yds.	Each	\$10,000	\$17,257
	PW-3h	200,000 + cub. yds.	Each	\$10,000	\$25,869
	PW-3i	3rd and subsequent Inspections	Per Hour	New	\$172
	PW-4	Grading Permit - SWPPP Compliance			
	PW-4a	<u>Single Parcel (assessed every 2 reviews)</u>			
		Single Parcel (assessed every 2 reviews): Admin + Inspection	Each	\$162	\$269
		Force Account for Remediation	Deposit	\$591	\$645
	PW-4b	<u>Subdivision subject to Map Act Provisions (assessed every 2 reviews)</u>			
		Subdivision subject to Map Act Provisions (assessed every 2 reviews): Admin + Inspection	Each	\$651	\$656
		Force Account for Remediation	Deposit	Actual Cost of Erosion Control Plan	\$645

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
	PW-4c	<u>Development subject to C.3 Provisions (assessed every 2 reviews)</u>			
		Development subject to C.3 Provisions (assessed every 2 reviews): Admin + Inspection	Each	\$1,306	\$1,451
		Force Account for Remediation	Deposit	Actual Cost of Erosion Control Plan	\$645
Misc. Permits					
PW 4	PW-5	Special Permit (after hours work):			
	PW-5a	Special Permit (after hours work)	Per Hour	\$233	\$214
	PW-5b	Inspection / Work	Deposit	\$500	\$500
PW 7	PW-6	Truck Haul Permit	Each	\$115	\$108
PW 7a	PW-7	Truck Haul Impact Fee (per cubic yard, \$90 minimum fee)	Per Cubic Yd	\$0.60	
PW 7b	PW-8	Late Fee related to Truck Haul Permits	% per month	1%	
PW 8	PW-9	Encroachment Permit			
	PW-9c	<u>Cost of ROW Improvements</u>			
		Up to \$49,999	Base	New	\$1,529
		\$50,000	Base	New	\$1,529
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	New	\$224
		\$100,000	Base	New	\$2,647
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	New	\$262
		\$250,000	Base	New	\$6,584
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	New	\$144
		\$500,000	Base	New	\$10,176
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	New	\$85
		\$1,000,000+	Base	New	\$14,421
		each additional \$100,000 or fraction thereof	Each Addl \$100,000	New	\$21
PW 9	PW-10	Site Work Permit:			
PW 9a	PW-10a	Engineering Review (assessed every 2 reviews)	Each	\$461	\$601

Old Item No.	New Item No.	Fee Name	Unit	Current Fee	Total Cost
PW 9b	PW-10b	Fast Track Review	Per Occurance	\$442	\$579
PW 10	PW-11	Tentative Parcel Map Review	Each	\$629	\$676
PW 11	PW-12	Final Parcel Map Review:			
	PW-12a	Final Parcel Map Review	Each	\$629	\$901
	PW-12b	Land Surveyor Review	Deposit	\$1,500	\$5,000
PW 12	PW-13	Water Service Inspection and Meter:			
	PW-13a	5/8" meter - Inspection & Meter Cost	Each	\$551	\$1,104
	PW-13b	3/4" meter - Inspection & Meter Cost	Each	\$569	\$1,245
	PW-13c	1" meter - Inspection & Meter Cost	Each	\$607	\$1,370
	PW-13d	1.5" Meter - Inspection & Meter Cost	Each	\$961	\$1,859
	PW-13e	2" meter - Inspection & Meter Cost	Each	\$1,522	\$2,203
	PW-13f	3" meter - Inspection & Meter Cost	Each	\$2,663	\$4,154
	PW-13g	4" meter - Inspection & Meter Cost	Each	\$3,092	\$4,918
PW 13	PW-14	Sanitary Sewer Lateral Service - Inspection:			
	PW-14a	Single Family Unit	Each	\$353	\$764
	PW-14b	Multiple Unit Dwelling	Each	\$706	\$1,108
	PW-14c	Commercial, Industrial, Public & Other Uses	Each	\$706	\$1,183
PW 14	PW-15	Final Subdivision Map:			
	PW-15a	Base	Each	\$8,025	\$8,418
	PW-15b	Per Lot	Per Lot	\$500	\$526
PW 15	PW-16	Fire Hydrant Flow Test	Each	\$755	\$799
PW 16	PW-17	Water, Sewer, Storm Drain system capacity modeling:			
	PW-17a	City Staff Cost	Each	\$450	\$628
	PW-17b	Consultant Modeling	Deposit	\$5,000	\$5,000
	PW-18	Impact to Street			
	PW-18a	Potholing	Per opening	New	
	PW-18b	Trenching	Per L.F.	New	

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Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
Building					
Building permit fees - Alterations, repairs, and interior changes to existing structures & plumbing, electrical, or mechanical					
	BP-1.1	\$800-\$2,000			
		Base	Each	\$87 . 73	User Fee
		Each Addl. \$1,000	Each	\$23 . 60	User Fee
	BP-1.2	\$2,001-\$25,000			
		Base	Each	\$263 . 18	User Fee
		Each Addl. \$1,000	Each	\$26 . 19	User Fee
	BP-1.3	\$25,001-\$50,000			
		Base	Each	\$741 . 46	User Fee
		Each Addl. \$1,000	Each	\$38 . 31	User Fee
	BP-1.4	\$50,001-\$100,000			
		Base	Each	\$1 , 052 . 71	User Fee
		Each Addl. \$1,000	Each	\$26 . 88	User Fee
	BP-1.5	\$100,001-\$500,000			
		Base	Each	\$1 , 675 . 22	User Fee
		Each Addl. \$1,000	Each	\$12 . 25	User Fee
	BP-1.6	\$500,001+			
		Base	Each	\$4 , 686 . 65	User Fee
		Each Addl. \$1,000	Each	\$6 . 12	User Fee
New Structures and Additions					
Assembly buildings, theaters, stadiums, reviewing stands, amusement park structures					
	BP-2.1	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 03	User Fee
		IIB to V	Per Sq Ft	\$0 . 77	User Fee
		VB	Per Sq Ft	\$0 . 73	User Fee
	BP-2.2	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 . 85	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		IIB to V	Per Sq Ft	\$0 . 70	User Fee
		VB	Per Sq Ft	\$0 . 57	User Fee
	BP-2.3	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 . 83	User Fee
		IIB to V	Per Sq Ft	\$0 . 65	User Fee
		VB	Per Sq Ft	\$0 . 54	User Fee
Warehouses, gas stations, storage garages, open garages, wholesale/retail stores, churches, office buildings, b					
	BP-2.4	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 14	User Fee
		IIB to V	Per Sq Ft	\$0 . 80	User Fee
		VB	Per Sq Ft	\$0 . 84	User Fee
	BP-2.5	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 . 85	User Fee
		IIB to V	Per Sq Ft	\$0 . 64	User Fee
		VB	Per Sq Ft	\$0 . 75	User Fee
	BP-2.6	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 . 83	User Fee
		IIB to V	Per Sq Ft	\$0 . 53	User Fee
		VB	Per Sq Ft	\$0 . 65	User Fee
Education buildings, day care (morethan 6 children - less than 6 use "R")					
	BP-2.7	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 25	User Fee
		IIB to V	Per Sq Ft	\$0 . 95	User Fee
		VB	Per Sq Ft	\$0 . 91	User Fee
	BP-2.8	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 15	User Fee
		IIB to V	Per Sq Ft	\$0 . 92	User Fee
		VB	Per Sq Ft	\$0 . 83	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	BP-2.9	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 . 83	User Fee
		IIB to V	Per Sq Ft	\$0 . 66	User Fee
		VB	Per Sq Ft	\$0 . 55	User Fee
Includes hazardous materials storage,paint shops, box factories, repairgarages					
	BP-2.10	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 25	User Fee
		IIB to V	Per Sq Ft	\$0 . 95	User Fee
		VB	Per Sq Ft	\$0 . 91	User Fee
	BP-2.11	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 15	User Fee
		IIB to V	Per Sq Ft	\$0 . 92	User Fee
		VB	Per Sq Ft	\$0 . 83	User Fee
	BP-2.12	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 . 83	User Fee
		IIB to V	Per Sq Ft	\$0 . 66	User Fee
		VB	Per Sq Ft	\$0 . 57	User Fee
Private garages/carports, patio covers,greenhouses, water tanks, storagesheds, corrals, barns, towers, fenceso					
	BP-2.13	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$0 . 74	User Fee
		IIB to V	Per Sq Ft	\$0 . 55	User Fee
		VB	Per Sq Ft	\$0 . 42	User Fee
	BP-2.14	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 . 59	User Fee
		IIB to V	Per Sq Ft	\$0 . 49	User Fee
		VB	Per Sq Ft	\$0 . 40	User Fee
	BP-2.15	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 . 51	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		IIB to V	Per Sq Ft	\$0 . 41	User Fee
		VB	Per Sq Ft	\$0 . 33	User Fee
Hotels, apartment houses, dwellings, duplexes, lodging houses, motels					
	BP-2.16	0 - 5,000 sq. ft.			
		I & II	Per Sq Ft	\$1 . 03	User Fee
		IIB to V	Per Sq Ft	\$0 . 84	User Fee
		VB	Per Sq Ft	\$0 . 77	User Fee
	BP-2.17	5,001 - 10,000 sq. ft.			
		I & II	Per Sq Ft	\$0 . 85	User Fee
		IIB to V	Per Sq Ft	\$0 . 72	User Fee
		VB	Per Sq Ft	\$0 . 59	User Fee
	BP-2.18	10,000+ sq. ft.			
		I & II	Per Sq Ft	\$0 . 83	User Fee
		IIB to V	Per Sq Ft	\$0 . 65	User Fee
		VB	Per Sq Ft	\$0 . 54	User Fee
Swimming Pools (Including utilities)					
	BP-3	Swimming Pools	Per Sq Ft	\$1 . 39	User Fee
Decks					
	BP-4	Decks	Per Sq Ft	\$0 . 96	User Fee
Termite Repair					
	BP-5.1	\$1-\$250	Each	\$279 . 20	User Fee
	BP-5.2	\$250-\$20,000			
		Base	Each	\$311 . 25	User Fee
		Each Addl. \$1,000	Each	\$15 . 18	User Fee
	BP-5.3	\$20,000+			
		Base	Each	\$611 . 10	User Fee
Misc Fees					
	MF-1	Reroofing Permit	Per 1,000 Sq Ft	\$52	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	MF-2	Minimum Building Permit Fee	Each	\$160	User Fee
	MF-3	Plan Checking Fees			
	MF-3a	Minimum Plan Check Fee	Each	\$310	User Fee
	MF-3b	Commercial	% of Bldg Permit	70%	User Fee
	MF-3c	Residential	% of Bldg Permit	60%	User Fee
	MF-3d	Fire Support	% of Bldg Permit	15%	User Fee
	MF-3e	Planning Support	% of Bldg Permit	15%	User Fee
	MF-3f	Expedited Plan Review	% of Bldg Plan Review Fee	1.5x	Fee User Fee
	MF-3g	Engineering Review	Each	\$601	User Fee
	MF-4	Checking of plan revisions initiated by applicant (after issuance of building permit)	Per Hour	\$248	User Fee
	MF-5	Energy code compliance plan review and inspection (separate from Section 1 and 2 permits)	Per Hour	\$248	User Fee
	MF-6	Pre-development conference	Per Hour	\$248	User Fee
	MF-7	Technical Plan and Report Review	Each	Cost + 10%	Pass Through
	MF-8	Research Service Fee	Per Site	\$17.00	User Fee
	MF-9	Penalty for Building without a Permit	Per Violation	Up to 10x Permit Fee	Penalty

Solar

Sol-1	Residential				
	15 kW or Less	Each		\$450	GOV § 66015 (a)
	More than 15 kW	Base		\$450	GOV § 66015 (a)
	Each kW above 15 kW	Each kW above 15 kW		\$15	GOV § 66015 (a)

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	Sol-2	Commercial			
		50kW or Less	Base	\$1,000 Gov. Code 66015 (b)	
		<u>51 kW - 250 kW</u>	Base	\$1,000 Gov. Code 66015 (b)	
		Each kW above 50 kW but less than 250 kW	Each kW above 50 kW	\$7.00 Gov. Code 66015 (b)	
		<u>> 250 kW</u>	Base	\$2,400 Gov. Code 66015 (b)	
		Each kW above 251 kW	Each kW above 251 kW	\$5.00 Gov. Code 66015 (b)	
	Sol-3	Energy Storage System			
		Application Fee	Each	\$105 User Fee	
		Storage Unit	Per Unit	\$763 User Fee	
	Sol-4	Thermal System - Residential			
		10 kWth or Less	Each	\$450 GOV § 66015 (a)	
		<u>More than 10 kWth</u>	Base	\$450 GOV § 66015 (a)	
		Each kWth above 10 kWth	Each kWth above 10 kWth	\$15 GOV § 66015 (a)	
	Sol-5	Thermal System - Commercial			
		30 kWth or Less	Each	\$1,000 Gov. Code 66015 (b)	
		<u>30 kWth - 260 kWth</u>	Base	\$1,000 Gov. Code 66015 (b)	
		Each kWth above 30 kWth but less than 260 kWth	Each kWth above 30 kWth	\$7 Gov. Code 66015 (b)	
		<u>More than 260 kWth</u>	Base	\$2,610 Gov. Code 66015 (b)	
		Each kWth above 260 kWth	Each kWth above 260 kWth	\$5 Gov. Code 66015 (b)	
Inspection Fees					
	IF-1	Change of Use Inspection	Per Hour	\$215 User Fee	
	IF-2	Inspection outside normal business hours	Per Hour	\$280 User Fee	
	IF-3	Requested Inspection - prior to permit issuance	Per Hour	\$214 User Fee	
	IF-4	Re-inspection	Per Hour	\$215 User Fee	
	IF-5	CASp Inspection	Per Hour	\$264 User Fee	
Other Provisions					
	OP-1	Appeal of Building Official Decision	Deposit	\$500 Deposit	

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	OP-2	Permit Refund (fee)	Per Project	\$271	User Fee
	OP-3	Revision Processing Fee	Per Project	\$158	User Fee
	OP-4	Reinstatement Fee			
		Original Building Permit Fee \$500 or less	Per Project	\$105	User Fee
		Original Building Permit Fee more than \$500	Per Project	50% of original fee	User Fee
Electrical Permit Fees					
	EP-1	Installation, Alteration Relocation of Each Electrical Service			
		First 200 Ampere Capacity with one meter socket/base	Each	\$478	User Fee
		Each additional 100 Ampere Capacity or fraction thereof	Each	\$56	User Fee
		Each additional meter socket/base	Each	\$11	User Fee
Plumbing Permit Fees					
	PP-1	For the Repair or Replacement of each			
		Waterline, Sewer Line or Drainage/Vent Piping System (or as determined by the Building Official)	Each	\$247	User Fee
		Refrigerant Piping System	Each	\$462	User Fee
	PP-2	Water Piping System	Each	\$247	User Fee
	PP-3	Water Heater or Water Storage Tank - Single Family Dwelling	Per Project	\$193	User Fee
	PP-4	Water Heater or Water Storage Tank - Non-Residential	Each	\$247	User Fee
	PP-5	Tank-less water Heater Gas-fired (includes gas line, &-exhaust vent & Electrical)			
		Residential	Per Project	\$193	User Fee
		Non-Residential	Per Project	\$462	User Fee
	PP-6	Gas Piping System or Gas Service			

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		Residential	Per Project	\$247	User Fee
		Non-Residential	Per Project	\$462	User Fee
Mechanical Permit Fees					
	MP-1	Furnace Replacement- Single Family Residence (< 100K Btu and < 40 lineal feet of new duct)	Per Project	\$247	User Fee
	MP-2	For the installation, relocation or replacement of each Commercial Heating, Cooling Refrigeration Appliance. (includes all necessary electrical circuits, fixtures, switches receptacles, gas piping, vents or water piping.)	Each	\$247	User Fee
	MP-3	For the Installation, relocation or replacement of each Boiler. (Includes all necessary electrical circuits, receptacles, switches, gas piping and vents - but does not include motors identified in the schedule)	Each	\$139	User Fee
	MP-4	For the installation, relocation or replacement of Other Fuel Burning Appliances not listed in this schedule. (includes all necessary gas piping, vents, electrical circuits receptacles and switches.) Residential Appliances (excluding Residential Furnace) Replacement)	Each	\$247	User Fee
	MP-5	For the installation, relocation or replacement of each or Air Handler Unit, Heating or Cooling Coil or Element in a duct system. (includes all necessary electrical circuits, receptacles or switches and piping for cooling media.)			
		0 to 400,000 Btu	Each	\$139	User Fee
		401,000 Btu and Over	Each	\$247	User Fee
	MP-6	For the installation, relocation or replacement of each Radiant Heating Panel Radiator or Convertor (including all necessary piping)			
		1 to 5 Devices	Base	\$139	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		Each Additional 5 Devices	Each Addl 5 Devices	\$17 User Fee	

Surcharges

	S-1	General Plan Maintenance	% of Building Permit	7% Surcharge	
	S-2	Technology	% of Permit	5% Surcharge	

Planning

Full Cost Hourly Rates by Staff Position:*

	Hourly-1	Director	Per Hour	\$370	User Fee
	Hourly-2	Principal Planner	Per Hour	\$304	User Fee
	Hourly-3	Senior Planner	Per Hour	\$295	User Fee
	Hourly-4	Associate Planner	Per Hour	\$258	User Fee
	Hourly-5	Building Permit Technician	Per Hour	\$210	User Fee
	Hourly-6	Community Development Technician	Per Hour	\$226	User Fee
	Hourly-7	Administrative Assistant	Per Hour	\$221	User Fee
	Hourly-8	Office Specialist	Per Hour	\$196	User Fee

*Expressed for 100% cost recovery; applicable cost recovery on a permit for which a fee is charged on an hourly basis

Permits:

	P-2	Use Permits:			
P2	P-2a	Conditional uses listed in District Regulations not listed below	Each	\$7,422	User Fee
P3a	P-2b	Transfer of development rights within the R- BA district	Each	\$8,861	User Fee
P3b	P-2c	Clustered development within the R-BA district	Each	\$8,861	User Fee
P5	P-2d	Height Limits per BMC 17.32.060.B	Each	\$4,992	User Fee
P12	P-2e	Condominium conversion of existing dwelling units	Each	\$8,194	User Fee
P13	P-2f	<u>Non conforming parking</u>			

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		in R and NCRO districts	Each	\$7,089	User Fee
		in other districts	Each	\$7,089	User Fee
P13a	P-2g	Use Permit to Expand Nonconforming Residential Uses	Each	\$7,089	User Fee
	P-3	Home Occupation Permits:			
P14		Home occupations in residential districts	Each	\$172	User Fee
	P-4b	Design Permits:			
P15a	P-4a	Design Permit for new construction: residential	Each	\$9,610	User Fee
P15b	P-4b	Design Permit for new construction: non-residential or mixed use	Each	\$13,804	User Fee
P16	P-4c	Design Permit for remodeling existing structures	Each	\$12,100	User Fee
P16a	P-4d	Design Permit Extension	Each	\$4,825	User Fee
	P-5	Variance:			
P17	P-5a	Variance to code provisions for new construction to all structures	Each	\$7,861	User Fee
P18	P-5b	<u>Variance to code provisions for remodel of existing structures</u>			
		Residential structures	Each	\$7,089	User Fee
		Other structures	Each	\$7,089	User Fee
	P-6	Sign Permits:			
P19	P-6a	<u>Sign permits in all districts</u>			
		with Hearing	Each	\$6,922	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		without Hearing	Each	\$661	User Fee
P20	P-7b	<u>Sign Programs</u>			
		New	Each	\$8,194	User Fee
		Revision to existing	Each	\$3,705	User Fee
	P-8	Planned Development Permits:			
P-21		Planned Development Permit	Deposit	\$15,000	Deposit
	P-9	Development Agreements:			
P-22		Development Agreement	Deposit	\$15,000	Deposit
	P-10	Specific Plans:			
P23		Specific Plan	Deposit	\$15,000	Deposit
	P-11	Exceptions to the Code:			
P4	P-11a	Exceptions to Fence Regulations	Each	\$3,059	User Fee
P-25b	P-11b	<u>Solar Height limits Exception per BMC 17.32.060.C</u>	Each	\$1,415	User Fee
		Setback Exception Modification Public Hearing	Each	\$3,061	User Fee
		Height Exception to Accomodate Accessibility Improvements per BMC 17.32.060.D	Each	\$1,415	User Fee
	P-12	Minor Modifications:			
P26		Modifications per BMC 17.56.090	Each	\$4,992	User Fee
	P-13	Grading Permits:			

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
P27		<u>Grading Permit Review by Planning Commission</u>			
		500 CY or less	Base	\$3 , 128 User Fee	
		More than 500 CY	Each Add'l CY above 500 CY	\$6 .21 User Fee	
	P-14	Amendments:			
P28		General / Zoning Map or Text	Deposit	\$20 , 000 Deposit	
	P-15	Subdivisions:			
P32	P-15a	Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	Base	\$15 , 038 User Fee	
P35a	P-15b	Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	Per Lot	\$285 User Fee	
	P-15c	Tentative Parcel Map and Condominium Plans with 4 or less lots/units	Each	\$12 , 517 User Fee	
	P-15d	Ministerial Subdivision Map	Each	\$13 , 589 User Fee	
P35a	P-15e	Final Parcel Map	Each	\$3 , 801 User Fee	
P35b	P-15f	Final Subdivision Map	Each	\$5 , 726 User Fee	
P36	P-15g	Time Extension for Approved Tentative Map	Each	\$7 , 528 User Fee	
P37	P-15h	Amendment to Approved Tentative Map	Each	\$7 , 861 User Fee	
	P-15i	Ministerial Parcel Map	Each	\$4 , 750 User Fee	
P38	P-15j	Correction/Amendment to Final Map	Each	\$2 , 776 User Fee	
P40	P-15k	Modifications to Subdivision Provisions	Each	\$7 , 861 User Fee	
P41	P-15l	Vesting Tentative Subdivision Map	Each	\$15 , 038 User Fee	

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	P-15m	Vesting Tentative Subdivision Map	Per Lot	\$285	User Fee
P42a	P-15n	Certificate of Compliance per GC 66499.35(a) and (b)	Each	\$6,122	User Fee
P42b	P-15o	Certificate of Compliance per GC 66499.35 (c)	Each	\$2,776	User Fee
P43	P-15p	Lot Line Adjustment	Each	\$4,750	User Fee
P43a	P-15q	Parcel Map Waivers	Each	\$6,122	User Fee
P44	P-15r	Reversions to Acreage	Each	\$6,122	User Fee
P45	P-15s	Lot Merger	Each	\$2,776	User Fee
P47	P-16	Appeals	Each	\$3,367	User Fee
	P-17	Environmental Review:			
P49	P-17a	Initial Study/Negative Declaration	Each	\$15,000	Deposit
P50	P-17b	Environmental Impact Reports	Each	Consultant Cost + 10%	Pass Through
P51	P-17c	Mitigation Monitoring-Inspections etc.	Hourly	Hourly	User Fee
Other Services:					
	P-18	HCP Operating Program Revision	Each	\$14,038	User Fee
P52	P-19	Pre-application Review	Per Hour	\$285	User Fee
P53	P-20	Administrative review subsequent documents from Con. of Appr.	Per Hour	\$285	User Fee
P54	P-21	Parking lot redesign/Landscape plan review (per BMC section 15.70.030)	Each	\$2,059	User Fee
P55	P-22	Research record search	Per Hour	\$226	User Fee
P56	P-23	Technical report review	Each	Consultant Cost + 10%	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee		Fee Type
P63	P-24	Telecommunications Administrative Permit	Each	\$5 , 860		User Fee
P64	P-25	Alcohol Public Convenience Necessity (PCN)	Each	\$3 , 763		User Fee
P65	P-26	Tree Removal Permit				
	P-26a	1-5 trees	Each	\$1 , 340		User Fee
	P-26b	6+ trees	Each	\$2 , 490		User Fee
P66	P-27	Administrative Appeal (to City Manager)	Each	\$2 , 262		User Fee
P67	P-28	Address Assignment				
	P-28a	Required as condition of approval on a building permit	Each	\$396		User Fee
	P-28b	Not required as condition of approval on a building permit	Each	\$682		User Fee
P68	P-29	Construction Noise Exception Permit per BMC 8.28.080	Each	\$3 , 253		User Fee
P69	P-30	Outdoor Sound Amplification Request	Each	\$642		User Fee
P70	P-31	Short Term Rental Permit				
	P-31a	New	Each	\$1 , 010		User Fee
	P-31b	Renewal	Each	\$455		User Fee
P71	P-32	C.3 Stormwater Review/Inspection				
	P-32a	Review	Each Round of Review	Consultant Cost + 10%	User Fee	
	P-32b	Inspection	Each	\$191		User Fee
P30a	P-33	Housing Development Permit				

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	P-33a	Base 2-10 units	Each	\$9,610	User Fee
	P-33b	Per Additional Unit	Per Unit	\$285	User Fee
P72	P-34	Plan Lines	Each	\$5,000	Deposit
P73	P-35	Lighting Deviation	Each	\$2,896	User Fee
P74	P-36	Consultant Management Fee	% of Consultant Fee	10%	User Fee
	P-37	Zoning Conformance Letter	Each	\$894	User Fee
P57	P-38	Zoning Enforcement Penalty	Per Violation	Up to 10x	Fee Penalty
Surcharges					
	S-1	Technology	% of Permit	5.00%	Surcharge
Marina					
Guest Berthing:					
	M-1	35'	Per Night	\$25	Rental
	M-2	35' - 50'	Per Foot	\$0.85	Rental
	M-3	51' - 80'	Per Foot	\$1.00	Rental
Berth Rent:					
	M-4	30' Single Finger	Per month	\$260	Rental
	M-5	30' Double Finger	Per month	\$286	Rental
	M-6	34' Single Finger	Per month	\$294	Rental
	M-7	34' Double Finger	Per month	\$324	Rental
	M-8	36' Single Finger	Per month	\$312	Rental
	M-9	36' Double Finger	Per month	\$343	Rental
	M-10	38' Single Finger	Per month	\$329	Rental
	M-11	40' Single Finger	Per month	\$346	Rental
	M-12	44' Single Finger	Per month	\$381	Rental
	M-13	46' Single Finger	Per month	\$398	Rental

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	M-14	46' Double Finger	Per month	\$438 Rental	
	M-15	48' Single Finger	Per month	\$416 Rental	
	M-16	50' Single Finger	Per month	\$433 Rental	
	M-17	50' Double Finger	Per month	\$477 Rental	
	M-18	54' Single Finger	Per month	\$468 Rental	
	M-19	56' Single Finger	Per month	\$485 Rental	
	M-20	56' Double Finger	Per month	\$534 Rental	
	M-21	60' Single Finger	Per month	\$520 Rental	
	M-22	60' Double Finger	Per month	\$572 Rental	
Other Fees:					
	M-23	Inside Ties for Smaller Boats	Per Foot Per month	\$7 . 67 Rate	
Move In Costs:					
	M-24	Application Fee (Non Refundable)	Each	\$25 User Fee	
	M-25	Gate Key Deposit	Each	\$30 Deposit	
Other Fees:					
		Dock Wheel / Fender Wheel Installation			
	M-26	For One	Each	\$142 User Fee	
	M-27	For Two	Each	\$142 User Fee	
	M-28	Live Aboard Fee	Per month	\$400 Rate	
	M-29	Slip Transfer Fee	Each	\$71 User Fee	
	M-30	Late Fee	% of the outstanding ba	0 . 83% Penalty	
	M-31	Electricity Fees	per kW	\$0 . 014 Rate	
	M-32	Lien Fee	per filing	\$302 User Fee	
		NSF Returned Check Fee			
	M-33	First Check	Each	\$25 CIV § 1719(a)	
	M-34	Second & Subsequent	Each	\$35 CIV § 1719(a)	
	M-35	Hat	Each	\$11 Material	
Parks and Recreation					

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
Facility Rentals					
	P&R-1	Alcohol Surcharge Fee (rental with 100 or more persons)	Per Event	\$106	Rental
		Athletic Fields:			
	P&R-2	Lights	Per Hour	\$31	Rental
		<u>Non Profit Closed to Public</u>			
	P&R-3	Brisbane Non Profit	Per Hour	\$19	Rental
	P&R-4	Non Brisbane Non Profit	Per Hour	\$31	Rental
	P&R-5	Residential	Per Hour	\$49	Rental
	P&R-6	Non-Residential	Per Hour	\$85	Rental
	P&R-7	Game Preparation	Per Game	\$31	Rental
Mission Blue Center					
		Residential			
	P&R-8	1 Room - Weekday	Per Hour	\$192	Rental
	P&R-9	Entire Facility - Weekday	Per Hour	\$297	Rental
	P&R-10	1 Room - Weekend	Per Hour	\$239	Rental
	P&R-11	Entire Facility - Weekend	Per Hour	\$371	Rental
		Non-Residential			
	P&R-12	1 Room - Weekday	Per Hour	\$292	Rental
	P&R-13	Entire Facility - Weekday	Per Hour	\$432	Rental
	P&R-14	1 Room - Weekend	Per Hour	\$357	Rental
	P&R-15	Entire Facility - Weekend	Per Hour	\$547	Rental
Other Rentals					
		Community Center Rental			
	P&R-16	Resident	Per Hour	\$90	Rental
	P&R-17	Non-Resident	Per Hour	\$110	Rental
		Volleyball Courts			
	P&R-18	Resident	Per Hour	\$30	Rental

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	P&R-19	Non-Resident	Per Hour	\$35 Rental	
	P&R-20	Refundable Deposit	Each	\$530 Deposit	
Community Park Rentals:					
	P&R-21	Alcohol Surcharge Fee (rental with 100 or more persons)	Per Event	\$50 Rental	
		Area 1, 2 and 3 (4 tables):			
	P&R-22	Resident	Per Day	\$137 Rental	
	P&R-23	Non-Resident	Per Day	\$312 Rental	
	P&R-24	Refundable Deposit	Each	\$50 Deposit	
		Lawn Area:			
		Resident:			
	P&R-25	Under 50 people	Per Day	\$61 Rental	
	P&R-26	51- 100 people	Per Day	\$164 Rental	
	P&R-27	Over 100 people	Per Day	\$308 Rental	
		Non-Resident:			
	P&R-28	Under 50 people	Per Day	\$140 Rental	
	P&R-29	51- 100 people	Per Day	\$374 Rental	
	P&R-30	Over 100 people	Per Day	\$702 Rental	
		Gazebo Area:			
	P&R-31	Resident	Per Hour	\$96 Rental	
	P&R-32	Non-Resident	Per Hour	\$142 Rental	
	P&R-33	Refundable Deposit	Each	\$200 Deposit	
Aquatics					
Daily Admission					
		Adult			
	P&R-34	Resident	Per Person	\$7 Recreation	
	P&R-35	Non-Resident	Per Person	\$11 Recreation	
		Youth/Senior			
	P&R-36	Resident	Per Person	\$5 Recreation	

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	P&R-37	Non-Resident	Per Person	\$8 Recreation	
Monthly Passes					
	P&R-38	Adult Resident	Per Person	\$75 Recreation	
	P&R-39	Adult Non-Resident	Per Person	\$120 Recreation	
Swim Lessons					
		Swim Lessons (8)			
		Resident:			
	P&R-40	Lesson Package	Per Lesson Package	\$96 Recreation	
	P&R-41	Per Class	Per Class	\$12 Recreation	
		Non-Resident			
	P&R-42	Lesson Package	Per Lesson Package	\$136 Recreation	
	P&R-43	Per Class	Per Class	\$17 Recreation	
		Semi-Private Swim Lessons (4)			
	P&R-44	Resident	Per Lesson Package	\$140 Recreation	
	P&R-45	Non-Resident	Per Lesson Package	\$200 Recreation	
		Private Swim Lesson (4)			
	P&R-46	Resident	Per Lesson Package	\$200 Recreation	
	P&R-47	Non-Resident	Per Lesson Package	\$270 Recreation	
Pool Rentals					
		Rec Swim Party			
	P&R-48	Resident	Per Rental	\$250 Rental	
	P&R-49	Non-Resident	Per Rental	\$375 Rental	
		Private Rental			
	P&R-50	Resident	Per Rental	\$425 Rental	
	P&R-51	Non-Resident	Per Rental	\$575 Rental	
		Refundable Deposit			
	P&R-52	Resident	Each	\$50 Deposit	
	P&R-53	Non-Resident	Each	\$100 Deposit	

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
Misc. Pool Fees					
	P&R-54	Lifeguard Certification Piranha Swim Club	Per Session	\$238	Class
	P&R-55	Resident	Per Class	\$6	Recreation
	P&R-56	Non-Resident	Per Class	\$9	Recreation
Youth Activities					
Club Rec Monthly					
	P&R-57	Resident	Per Person, Per Month	\$225	Recreation
	P&R-58	Non-Resident	Per Person, Per Month	\$314	Recreation
Daily Camp Fee					
		Summer Camp			
	P&R-47	Resident	Per Person, Per Day	\$50	Recreation
	P&R-48	Non-Resident	Per Person, Per Day	\$69	Recreation
		Break Camps			
	P&R-49	Resident	Per Person, Per Day	\$50	Recreation
	P&R-50	Non-Resident	Per Person, Per Day	\$69	Recreation
Preschool					
	P&R-51	Resident	Per Person, Per Hour	\$7	Recreation
	P&R-52	Non-Resident	Per Person, Per Hour	\$9	Recreation
Misc Fees					
	P&R-53	ClubRec Enrichment Clubs	Per Person, Per Activity	\$5-\$70	Recreation
	P&R-54	Youth Classes	Per Person, Per Activity Based on cost of class		Recreation
	P&R-55	Youth Sports	Per Person, Per Season	\$100-\$150	Recreation
	P&R-56	Processing Fee	Per Class Session or Sp Based on cost of class		Recreation
	P&R-57	Late Pick-up Fee	Per Minute	\$1	Recreation
Administrative					
	P&R-58	Transaction Fee - Drop in Class	Per class for drop in on	\$1	Pass-Through
	P&R-59	Transaction Fee - For classes under \$100	Per class session or sp	\$10	Pass-Through

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	P&R-60	Transaction Fee - For Classes \$100 and over	Per class session or sp	\$22	Pass-Through
	P&R-61	Processing Fee for Refunds	Per Transaction	\$7	User Fee
Adult Sports:					
	P&R-62	Adult Softball	per team, per season	\$1,000	Recreation
	P&R-63	Adult Open Gym	per person, per class	\$5	Recreation
Teens:					
	P&R-64	Teen Programs	per person, per activity	\$10-\$100	Recreation
	P&R-65	Middle School Dances	per person, per activity	\$5-\$20	Recreation
Seniors					
	P&R-66	Senior Lunches	Per Person, Per Month	\$20	Recreation
	P&R-67	Senior Programs	Per Person, Per Activity	\$5-\$200	Recreation
Special Events:					
	P&R-68	Derby Kit	per derby kit	\$81	Recreation
	P&R-69	Pop-Up Events	per person, per activity	\$5-\$100	Recreation
	P&R-70	Day in the Park - Event Tickets	per ticket	\$1	Recreation
	P&R-71	Community Night with the Giants Tickets	per ticket	\$25	Recreation
	P&R-72	Concerts in the Park - Sponsorships	per sponsorship	\$100-\$2,500	Recreation
	P&R-73	Parents Night Out Events	per person, per activity	\$25-\$50	Recreation
Finance					
Utility Billing					
	F-1	Water and Service Connection			
	F-1a	Processing	Each	\$217	User Fee
	F-1b	Deposit	Each	\$107	Deposit
F3	F-2	Late Notice Fee	Each	\$5	Penalty
F5	F-3	10 Day Disconnect Notice Fee	Each	\$54	Penalty
	F-4	Water Turn On			
F6	F-4a	After payment of delinquent account: 8a-4p	Each	\$102	User Fee
F6	F-4b	After payment of delinquent account: after 4p	Each	\$274	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
F6a	F-4c	After 3rd notice for backflow recertification	Each	\$291	User Fee
Finance Fees					
F9	F-6	Returned Payment Charge (All Departments)			
	F-6a	First Check	Each	\$25	CIV § 1719(a)
	F-6b	Second & Subsequent	Each	\$35	CIV § 1719(a)
City Clerk					
C8	CC-1	Photocopying	Per Page	\$0.10	GOV § 7922.530
C12	CC-2	Campaign Statements	Each	\$0.10	GOV § 81008
C13	CC-3	General Research:			
	CC-3a	City Clerk	Per Hour	\$172	User Fee
Police Department					
P01	PD-1	Copies of Reports	Each	\$0	User Fee
P02	PD-2	Alarm System Permits	Each	\$0	User Fee
P03	PD-3	Bicycle Registration	Each	\$0	User Fee
P04	PD-4	Booking Fee	Each	\$0	User Fee
	PD-5	Clearance & Good Conduct Letters:			
P05	PD-5a	Resident	Each	\$6	User Fee
P05	PD-5b	Non-Resident	Each	\$39	User Fee
P06	PD-6	Subpoena Dues / Tecum Processing	Per Hour	\$39	User Fee
	PD-7	Concealed Weapons:			
P07	PD-7a	Permit Process	Each	\$75	User Fee
P08	PD-7b	Renewal Fee	Each	\$0	User Fee
P09	PD-8	Copies of Digital Media	Each	\$37	User Fee
P010	PD-9	Court Appearance All Personnel	Per Day	\$275	User Fee
P014	PD-10	False Alarms - Structure	Each	\$0	User Fee
	PD-11	Fingerprinting:			
P015	PD-11a	Resident: Adult	Each	\$36	User Fee
P015	PD-11b	Resident: Minor	Each	\$0	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
P016	PD-11c	Non-Resident	Each	\$112	User Fee
	PD-12	Massage Certificate of Registration:			
P017	PD-12a	Registration	Each	\$135	User Fee
P018	PD-12b	Early Renewal	Each	\$35	User Fee
P019	PD-13	Special Event Permit	Per Hour	\$0	User Fee
	PD-14	Photographs:			
P020	PD-14a	Copies (plus actual costs)	Each	\$18	User Fee
P021	PD-14b	Enlargements (plus actual costs)	Each	\$21	User Fee
	PD-16	Vehicle Releases:			
P024	PD-16a	Vehicle Releases / Enforcement	Each	\$63	User Fee
P025	PD-16b	Vehicle Releases / Abandonment	Each	\$63	User Fee
P026	PD-17	Film Crew	Each	\$663	User Fee
P027	PD-18	Reposessed Vehicle Release	Each	\$15	GOV § 26751
Fire					
Annual Permits					
FD1	FD-1	Aerosol Products	Each	\$284	User Fee
FD4	FD-2	Asbestos/Lead Coating Removal	Each	\$465	User Fee
FD5	FD-3	Automobile Wrecking Yard	Each	\$310	User Fee
FD6	FD-4	Apartment House (incl. condos & congregate res.)			
	FD-4a	3 units to 10 units	Each	\$310	User Fee
	FD-4b	11 units to 20 units	Each	\$387	User Fee
	FD-4c	<u>Greater than 20 units</u>	Each	\$387	User Fee
		Per Unit Over 20	Per Unit	\$1 . 72	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
FD7	FD-5	Battery system	Each	\$155	User Fee
FD8	FD-6	Candles or Open Flames in Assembly Areas (may combine with assembly permit	Each	\$155	User Fee
FD9	FD-7	Carnivals or Fairs	Each	\$465	User Fee
FD11	FD-8	Cellulose Nitrate Storage	Each	\$387	User Fee
FD12	FD-9	Combustible Fiber Storage	Each	\$310	User Fee
FD13	FD-10	Combustible Material Storage	Each	\$310	User Fee
FD14	FD-11	Compressed Gases (in excess of the amts. listed in CFC, Table 105-A)	Each	\$310	User Fee
FD15	FD-12	Commercial Rubbish Handling Plant	Each	\$465	User Fee
FD16	FD-13	Cryogen's (in excess of the amounts listed in CFC, Table 105- B)	Each	\$465	User Fee
FD17	FD-14	Dry Cleaning Plants	Each	\$310	User Fee
FD18	FD-15	Dust Producing Operations	Each	\$310	User Fee
FD19	FD-16	Explosives or Blasting Agents	Each	\$465	User Fee
FD21	FD-17	Fireworks Display (fees for standby Fire staff, when req'd, are add'l) \$420	Each	\$465	User Fee
FD22	FD-18	Flammable or Combustible Liquid Pipeline	Each	\$465	User Fee
FD23	FD-19	To Store, Handle or Use Flam/Combust. Liquids	Each	\$232	User Fee
FD24	FD-20	Flammable or Combustible Liquids in Tanks, vessels > 60 gal. capacity); largest	Each	\$465	User Fee
	FD-21	Up to 10,000 gallons tank size:			
	FD-21a	1 tank	Each	\$439	User Fee
	FD-21b	2-3 tanks			
		Base	Base	\$439	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		Each Additional Tank Over the First	Each Addl Tank	\$129	User Fee
		<u>3 + tanks</u>			
		Base	Base	\$594	User Fee
		Each Additional Tank Over the First	Each Addl Tank	\$310	User Fee
	FD-22	Over 10,000 to 100,000 gallons tank size:			
	FD-22a	1 tank	Each	\$672	User Fee
	FD-22b	<u>2-3 tanks</u>			
		Base	Base	\$672	User Fee
		Each Additional Tank Over the First	Each Addl Tank	\$310	User Fee
	FD-22c	<u>3+ tanks</u>			
		Base	Base	\$879	User Fee
		Each Additional Tank Over the First	Each Addl Tank	\$310	User Fee
	FD-23	Over 100,000 gallons tank size:			
	FD-23a	1 tank	Each	\$1 , 344	User Fee
	FD-23b	<u>2-3 tanks</u>			
		Base	Base	\$1 , 344	User Fee
		Each Additional Tank Over the First	Each Addl Tank	\$336	User Fee
	FD-23c	<u>3+ tanks</u>			
		Base	Base	\$1 , 344	User Fee
		Each Additional Tank Over the First	Each Addl Tank	\$336	User Fee
FD26	FD-24	Tank Vehicles	Each	\$232	User Fee
FD27	FD-25	Install, Alter, Remove, Abandon, Place Temporarily Any	Each	\$620	User Fee
FD30	FD-26	Fumigation or Thermal Insecticidal Fogging:	Each	\$215	User Fee
		in excess of the quantities listed in CFC table 105.620)			
		(for cryogens, compressed gasses, flammable or	Each	refer to Hazardous	
FD31	FD-26a	comubustible liquids, and liquified petroleum gases, see		material table HM-1	User Fee
FD32	FD-27	High-Piled Combustible Storage	Each	\$465	User Fee
FD33	FD-28	High-Rise Building Annual Inspection	Each	\$465	User Fee
FD34	FD-29	Hot work operations:	Each	\$232	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
FD35	FD-30	Hotels, Motels and Lodging Houses	Each	\$310	User Fee
FD36	FD-31	Liquefied Petroleum Gases (except portable containers <125	Each	\$310	User Fee
FD37	FD-32	Liquid/Gas-Fueled Vehicles or Equipment in Assembly Buildin	Each	\$232	User Fee
FD38	FD-33	Lumber Yards (over 100,000 board feet)	Each	\$310	User Fee
FD39	FD-34	Magnesium Working	Each	\$232	User Fee
FD40	FD-35	Mall, Covered	Each	\$465	User Fee
FD41	FD-36	Motor vehicle fuel dispensing stations:	Each	\$465	User Fee
FD42	FD-37	Occupant Load Increase	Each	\$310	User Fee
FD43	FD-38	Open Burning	Each	\$310	User Fee
FD45	FD-39	Ovens, Industrial Baking or Drying	Each	\$310	User Fee
FD47	FD-40	Places of Assembly (churches, schools, NPOs permitted at no fee)			
	FD-40a	A-1, A-2, A-2.1	Each	\$362	User Fee
	FD-40b	A-3, A-4	Each	\$284	User Fee
	FD-40c	Special Assembly events	Each	\$284	User Fee
FD48	FD-41	Pyrotechnic Special Effects Material (fees for standby Fire sta	Each	\$465	User Fee
FD50	FD-42	Refrigeration Equipment	Each	\$232	User Fee
FD51	FD-43	Repair Garage	Each	\$310	User Fee
FD52	FD-44	Spraying or Dipping	Each	\$310	User Fee
FD53	FD-45	Temporary membrane structures, tents, and canopies	Each	\$310	User Fee
FD54	FD-46	Tire Storage	Each	\$310	User Fee
FD55	FD-47	Wood Products (over 200 cu. ft.)	Each	\$310	User Fee
Other Fire Fees					
FD68	FD-48	Copy of Fire Report	Each	\$25	User Fee
FD69	FD-49	False Alarm in Excess of 3 per Calendar Year (accidental or equipment)	Each	\$310	User Fee
FD70	FD-50	Fire Hazard Abatement performed by City or City Contractor (including, but not limited to, combustible or flammable vegetation removal)	Each	Abatement cost plus User Fee administrative fee	

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
FD72	FD-51	New Business Fire Inspection	Each	\$232	User Fee
FD74	FD-52	Re-Inspection Fee (for each following second re-inspection)	Each	\$155	User Fee
FD75	FD-53	Standby Engine Company			
	FD-53a	First Hour	Base	\$677	User Fee
	FD-53b	Each Additional Half Hour	Each Addl 30 Min.	\$338	User Fee
FD76	FD-54	Standby Firefighter (1 hour minimum)	Per Hour	\$215	User Fee
FD77	FD-55	Work Performed after Normal Working Hours (Callback is a 3-hr min)	Per Hour	\$248	User Fee
	FD-56	Expedited Plan Review	Each	1.5x Plan Review	User Fee
	FD-57	Alternate Methods / Materials Request Fee	Per Hour	\$310	User Fee

Construction Fire Permit Fees:

	FD-58	Automatic Sprinkler System Permit (installation of suspended piping larger than			
FD56	FD-58a	<u>For other than 1 and 2 family dwellings:</u>			
		New (per sq. ft.)	Per Sq Ft	\$0 . 33	User Fee
		Minimum Fee	Each	\$450	User Fee
		Alteration (per sq. ft. of protected area,)	Per Sq Ft	\$0 . 17	User Fee
		Minimum Fee	Each	\$300	User Fee
FD57	FD-58b	<u>One and Two-family dwellings:</u>			
		New (per sq. ft.)	Per Sq Ft	\$0 . 42	User Fee
		Minimum Fee	Each	\$300	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		Alteration (per sq. ft. of protected area)	Per Sq Ft	\$0 .25	User Fee
		Minimum Fee	Each	\$200	User Fee
FD 58	FD-59	Fixed Extinguishing System Permit: New and Upgrade Installations	Each	\$450	User Fee
FD 59	FD-60	Fire Plan Check and resubmittal	Per submittal	\$150	User Fee
FD60	FD-61	Fire Alarm Permit	Per 3,000 sq. ft.	\$250	User Fee
FD61	FD-62	Construction, Alteration & Renovation Permit	Per 3,000 sq. ft.	\$200	User Fee
	FD-63	Emergency Responder Radio Coverage	Each	\$450	User Fee
FD62	FD-64	Gas Piping System Installation Permit	Each	\$375	User Fee
FD63	FD-65	Underground Fire Protection Piping Permit	Each	\$525	User Fee
FD64	FD-66	Consultant Service Fee (actual cost plus admin fee)	Per Hour	\$300	User Fee
FD67	FD-67	Document Review (per hour)	Per Hour	\$300	User Fee
FD71	FD-68	Hydrant Flow Test	Each	\$650	User Fee
FD73	FD-69	Other Services (per half hour and portion thereof)	Per Half Hour	\$150	User Fee
FD74	FD-70	Re-Inspection Fee (for each following second re-inspection)	Each	\$300	User Fee

Hazardous Materials Table Schedule:

HM1	HM-1.1	Range	Solids (pounds)		
		1	0 to 500	Each	\$450 User Fee
		2	>500 to 5,000	Each	\$600 User Fee
		3	>5,000 to 25,000	Each	\$800 User Fee
		4	>25,000 to 50,000	Each	\$1 , 151 User Fee
		5	>50,000 to 80,000	Each	\$1 , 651 User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
		6 >80,000 to 120,000	Each	\$2 , 402 User Fee	
		7 >120,000	Each	\$3 , 153 User Fee	
	HM-1.2	Range Liquids (gallons)			
		1 0 to 55	Each	\$450 User Fee	
		2 >55 to 550	Each	\$600 User Fee	
		3 >550 to 2,750	Each	\$800 User Fee	
		4 >2,750 to 5,500	Each	\$1 , 151 User Fee	
		5 >5,500 to 10,000	Each	\$1 , 651 User Fee	
		6 >10,000 to 15,000	Each	\$2 , 402 User Fee	
		7 > 15,000	Each	\$3 , 153 User Fee	
	HM-1.3	Range Gas (cubic feet)			
		1 0 to 200	Each	\$375 User Fee	
		2 >200 to 2,000	Each	\$600 User Fee	
		3 >2,000 to 10,000	Each	\$800 User Fee	
		4 >10,000 to 20,000	Each	\$1 , 151 User Fee	
		5 >20,000 to 40,000	Each	\$1 , 651 User Fee	
		6 >40,000 to 60,000	Each	\$2 , 402 User Fee	
		7 >60,000	Each	\$3 , 153 User Fee	
Public Works					
Grading Permits					
PW 1	PW-1	Grading Permit - Plan Check:			
	PW-1a	0-5 cub. yds. (no permit required)	Each	\$0 User Fee	
	PW-1b	6-50 cub. yds.	Each	\$183 User Fee	
	PW-1c	51-100 cub. yds.	Each	\$258 User Fee	
	PW-1d	101-1,000 cub. yds.	Each	\$484 User Fee	
	PW-1e	1,001-10,000 cub. yds.	Each	\$935 User Fee	
	PW-1f	10,001-100,000 cub. yds.	Each	\$5 , 444 User Fee	
	PW-1g	100,001-200,000 cub. yds.	Each	\$9 , 052 User Fee	

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
PW 1a	PW-1h	200,000 or more cub. yds.	Each	\$16 , 568	User Fee
	PW-1i	3rd and subsequent Plan Checks	Per Hour	\$300	User Fee
	PW-2	Geotechnical Peer Review	Deposit	\$5 , 000	Deposit
	PW-3	Grading Permit - Inspection:			
	PW-3a	0-5 cub. yds. (no permit required)	Each	\$0	User Fee
	PW-3b	6-50 cub. yds.	Each	\$549	User Fee
	PW-3c	51-100 cub. yds.	Each	\$1 , 238	User Fee
	PW-3d	101-1,000 cub. yds.	Each	\$3 , 477	User Fee
	PW-3e	1,001-10,000 cub. yds.	Each	\$6 , 922	User Fee
	PW-3f	10,001-100,000 cub. yds.	Each	\$13 , 812	User Fee
PW 2a	PW-3g	100,000 - 200,000 cub. yds.	Each	\$17 , 257	User Fee
	PW-3h	200,000 + cub. yds.	Each	\$25 , 869	User Fee
	PW-3i	3rd and subsequent Inspections	Per Hour	\$172	User Fee
	PW-4	Grading Permit - SWPPP Compliance			
	PW-4a	<u>Single Parcel (assessed every 2 reviews)</u>			
		Single Parcel (assessed every 2 reviews): Admin + Inspection	Each	\$269	User Fee
		Force Account for Remediation	Deposit	\$645	Deposit
	PW-4b	<u>Subdivision subject to Map Act Provisions (assessed every 2 reviews)</u>			
		Subdivision subject to Map Act Provisions (assessed every 2 reviews): Admin + Inspection	Each	\$656	User Fee
		Force Account for Remediation	Deposit	\$645	Deposit

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
	PW-4c	<u>Development subject to C.3 Provisions (assessed every 2 reviews)</u>			
		Development subject to C.3 Provisions (assessed every 2 reviews): Admin + Inspection	Each	\$1 , 451	User Fee
		Force Account for Remediation	Deposit	\$645	Deposit
Misc. Permits					
PW 4	PW-5	Special Permit (after hours work):			
	PW-5a	Special Permit (after hours work)	Per Hour	\$214	User Fee
	PW-5b	Inspection / Work	Deposit	\$500	Deposit
PW 7	PW-6	Truck Haul Permit	Each	\$108	User Fee
PW 7a	PW-7	Truck Haul Impact Fee (per cubic yard, \$90 minimum fee)	Per Cubic Yd	\$0 . 60	Impact Fee
PW 7b	PW-8	Late Fee related to Truck Haul Permits	% per month	1%	Penalty
PW 8	PW-9	Encroachment Permit			
	PW-9c	<u>Cost of ROW Improvements</u>			
		Up to \$49,999	Base	\$1 , 529	User Fee
		\$50,000	Base	\$1 , 529	User Fee
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	\$224	User Fee
		\$100,000	Base	\$2 , 647	User Fee
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	\$262	User Fee
		\$250,000	Base	\$6 , 584	User Fee
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	\$144	User Fee
		\$500,000	Base	\$10 , 176	User Fee
		each additional \$10,000 or fraction thereof	Each Addl \$10,000	\$85	User Fee
		\$1,000,000+	Base	\$14 , 421	User Fee
		each additional \$100,000 or fraction thereof	Each Addl \$100,000	\$21	User Fee
PW 9	PW-10	Site Work Permit:			
PW 9a	PW-10a	Engineering Review (assessed every 2 reviews)	Each	\$601	User Fee

Old Item No.	New Item No.	Fee Name	Unit	Recommended Fee	Fee Type
PW 9b	PW-10b	Fast Track Review	Per Occurance	\$579	User Fee
PW 10	PW-11	Tentative Parcel Map Review	Each	\$676	User Fee
PW 11	PW-12	Final Parcel Map Review:			
	PW-12a	Final Parcel Map Review	Each	\$901	User Fee
	PW-12b	Land Surveyor Review	Deposit	\$5,000	Deposit
PW 12	PW-13	Water Service Inspection and Meter:			
	PW-13a	5/8" meter - Inspection & Meter Cost	Each	\$1,104	User Fee
	PW-13b	3/4" meter - Inspection & Meter Cost	Each	\$1,245	User Fee
	PW-13c	1" meter - Inspection & Meter Cost	Each	\$1,370	User Fee
	PW-13d	1.5" Meter - Inspection & Meter Cost	Each	\$1,859	User Fee
	PW-13e	2" meter - Inspection & Meter Cost	Each	\$2,203	User Fee
	PW-13f	3" meter - Inspection & Meter Cost	Each	\$4,154	User Fee
	PW-13g	4" meter - Inspection & Meter Cost	Each	\$4,918	User Fee
PW 13	PW-14	Sanitary Sewer Lateral Service - Inspection:			
	PW-14a	Single Family Unit	Each	\$764	User Fee
	PW-14b	Multiple Unit Dwelling	Each	\$1,108	User Fee
	PW-14c	Commercial, Industrial, Public & Other Uses	Each	\$1,183	User Fee
PW 14	PW-15	Final Subdivision Map:			
	PW-15a	Base	Each	\$8,418	User Fee
	PW-15b	Per Lot	Per Lot	\$526	User Fee
PW 15	PW-16	Fire Hydrant Flow Test	Each	\$799	User Fee
PW 16	PW-17	Water, Sewer, Storm Drain system capacity modeling:			
	PW-17a	City Staff Cost	Each	\$628	User Fee
	PW-17b	Consultant Modeling	Deposit	\$5,000	Deposit
	PW-18	Impact to Street			
	PW-18a	Potholing	Per opening	\$500.00	Mitigation Fee
	PW-18b	Trenching	Per L.F.	\$6.50	Mitigation Fee

