

Master Fee Schedule

Fiscal Year 2021 - 2022



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RESOLUTION 2021-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO ADOPTING REVISIONS TO THE MASTER FEE SCHEDULE FOR FISCAL YEAR 2021-22

WHEREAS, El Cerrito Municipal Code Section 4.01.010 requires that prior to July 1st of each year, the City Council shall consider and adopt the schedule of all general and special fees and charges to be known as the Master Fee Schedule; and

WHEREAS, the City Council desires to update currently established fees to cover inflation and City costs, which form the basis for the majority of the changes, as well as to establish new fees in keeping with City Council policy direction; and

WHEREAS, utilizing a rounding factor provides ease to our customers and our staff in the payment of these fees; and

WHEREAS, the City's Municipal Code requires that Business License Taxes be revised based on the percent change from the February 1988 figure of 117.0 in the Revised Consumer Price Index for Urban Wage Earners and Clerical Workers for the San Francisco-Oakland Bay Area as published by the Department of Labor for the month of February prior to the fiscal year in which the rate adjustment is applicable; and

WHEREAS, market-driven fees and service charges are adjusted based on factors to keep those fees and charges comparable to those charged by entities providing similar services; and

WHEREAS, a public hearing has been noticed and held in accordance with Government Code Sections 6062a, 66016, 66017 and 66018.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito hereby adopts the fees and services charges in the Proposed Master Fee Schedule for the City of El Cerrito (as shown in Exhibit A), which is hereby attached and by this reference made a part hereof, for FY 2021-22.

BE IT FURTHER RESOLVED that the City Council of the City of El Cerrito hereby confirms the adjustments to the Business License Tax rates, also as appearing in the Master Fee Schedule.

BE IT FURTHER RESOLVED that the fees, charges, and taxes in the Proposed Master Fee Schedule will become effective on July 1, 2021, except for Development Fees, which will become effective 60 days after approval of this resolution, Swim Center, Day and Overnight Camps, and Preschool Fees, which will become effective on September 1, 2021.

I CERTIFY that at the regular meeting on May 4, 2021 the El Cerrito City Council passed this resolution by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on May 4, 2021.

Holly Charley, City Clerk

APPROVED:

Paul Fadelli, Mayor

CONTACT INFORMATION

DEPARTMENT

PHONE NUMBER

City Hall - 10890 San Pablo Avenue - El Cerrito, CA 94530

City Clerk's Office(510) 215-4305

City Council

City Hall(510) 215-4300

City Manager's Office

City Attorney

Community Development/Economic Development

Affordable Housing/Planning Divisions.....(510) 215-4330

Building Department.....(510) 215-4360

Building Inspections/Code Enforcement.....(510) 215-4363

Finance Department.....(510) 215-4335

Fire Department.....(510) 215-4450

El Cerrito Station 71

El Cerrito Station 72

Kensington Station 65

Human Resources Department.....(510) 215-4315

Information Technology Division.....(510) 215-4316

Police Department.....(510) 215-4400

Administration

Field Operations

Investigations Division

Police Records

Public Works Department(510) 215-4382

Engineering Division(510) 215-4382

Maintenance Division(510) 215-4369

Operations & Environmental Services(510) 215-4350

Recycling Center	(510) 215-4350
Recreation Department	(510) 559-7000
Community Center	(510) 559-7000
Swim Center	(510) 559-7011
El Cerrito Midtown Activity Center.	(510) 559-7677
Aquatics & Facilities Division	(510) 559-7011
Youth Services (Childcare & Preschool) Division.....	(510) 559-7000
Youth Programs & Sports Division.....	(510) 559-7000
Adult Programs & Services Division	(510) 559-7677

CITYWIDE SERVICES

Item	Description	Basis	Adopted FY 2021-22
Printing, Reproduction, Documents			
1	Photocopies		
	Photocopies (8 1/2" x 14" or smaller)	per page	\$0.10
	Retrieval fee for Campaign Statements older than 5 years	per request	\$5
	Photocopies (larger than 8 1/2" x 14")	per page	\$0.22
	Photocopies, including mail & administrative costs		actual cost
	Application forms, information sheets	each	free
2	Public Meeting Materials		
	City Council Meeting Materials (Agendas, Packets & Minutes)	copy charge per page + mailing cost	actual cost
	Other Board, Commission, and Committee Meeting Materials (Agendas, Packets & Minutes)	copy charge per page + mailing cost	actual cost
	Budget, Final or Proposed	each	\$144
	Business License Listing	each + photocopy charge above	\$39
	Comprehensive Annual Financial Reports (CAFRs)	each	\$125
	Economic Development Strategy & Action Plan	each	\$4
	Fire Investigative Reports	per page	\$0.18
	General Plan Environmental Impact Report (EIR), 1999	each	\$25
	General Plan, 1999	each	\$52
	Master Fee Schedule	each	\$9
	Parking Guidelines	each	\$4
	Redevelopment Plan	each	\$9
	Redevelopment Plan Environmental Impact Report (EIR)	each	\$21
	Redevelopment Implementation Plan	each	\$5
	Report on the Redevelopment Plan	each	\$9
	Subdivision Ordinance	each	\$4
	Zoning Map	each	\$5
	Zoning Ordinance	each	\$52
	Miscellaneous Bound Reports	per page	\$0.49
3	Maps		
	City Maps (First sheet includes search and restock cost per original searched.)	each	\$3
	Special Studies Maps, 11" x 17"	each	\$5
	Special Studies Maps, 36" x 54"	each	\$39
4	Subpoena Duces Tecum		
	per CA Evidence Code §1563	Code	varies
5	Electronic Media		
	Electronic Media—CD-ROM Copy	per CD	\$9
	Electronic Media—DVD of Council Meeting	per DVD	\$17
6	Microfilm/Microfiche		
	Fee per sheet or total hourly cost, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	per sheet	\$4

Miscellaneous Services and Charges			
1	Notary, Certification, Legal and Special Services		
	Notary Services for Non-City employees (Set by Calif. Secretary of State)	per notarization	\$15
	Notary Services for City employees	per notarization	free
	City Clerk Document Certification	each	\$6
	Legal Fees—Recovery of legal costs in lawsuits and other instances when the City could be entitled to reimbursement of legal costs.	labor and overhead	actual cost
	Special City services—For special services provided by City staff where special interest are served (other than the general public). Overhead charges for City-sponsored public events may vary from this policy.	pro-rated salary, 15-min increment	\$4
2	Finance Charges		
	Finance Charge on fees remaining unpaid for a period exceeding 30 days (unless the ordinance establishing the fee provides for a penalty in a different amount)	unpaid balance	1.5% per month
	Returned Check Fee	per check	\$26
	Duplicate Business License Certificate	per copy	\$7
	Credit Card Transaction Fee	per transaction	3%
3	Business License Related Fees		
	Business Enrollment	per license	\$81
	Business License Renewal	per license	\$26
	Accessibility Compliance and Education Fee (State mandated SB 1186)	per license	\$4
4	Parking Permits		
	1 to 3-year cycles	per year	\$36
	14-day Temporary Parking Permit	each	\$36
5	Use of Council Chambers (Government Agencies Only)	per meeting	\$43
6	Tobacco Retailer License Program Fees		
	Tobacco retailer license (initial license)	Per location	\$466
	Tobacco retailer license renewal	Per location	\$475
	Re-inspection fee (for non-compliant businesses)	Hourly	Based on actual costs
7	Rent Registry		
	Rent Registry	per unit	\$40
8	Election Related Filing Fees		
	Citizen Initiative Petition Filing Fee (refunded if petition qualifies within one year of filing)	per filing	\$200
9	Code Enforcement		
	Administration Citation Fee		\$20

POLICE DEPARTMENT

Item	Description	Basis	Adopted FY 2021-22
1	Services & Fees		
	Fingerprinting, Solicitor or other (plus Department of Justice Fees*)	per set	\$51
	Citation Sign-offs—Resident	per citation	free
	Citation Sign-offs—Non-Resident	per citation	\$25
	VIN Verification	per verification	\$51
	Alcohol Beverage Control One Day License	per letter	\$51
	False Alarm Response (1st incident)	each	free
	False Alarm Response (2nd through 5th incident)	each	\$92
	False Alarm Response (6th and subsequent incidents)	each	\$198
	Non-permitted Alarms	each	\$127
	Vehicle Removal/Vehicle Release Fee [Towed vehicles abandoned or stored on a public street and vehicles towed pursuant to 14602.6; 14607.6; 22651(b),(d), (e), or (h) through (r); 22651.3, 22651.5, 22651.5 (a); 22652.5;22658; 22660; or 22669 of the California Vehicle Code]	per release	\$161
	DUI Cost Recovery Fee* (\$1,000 maximum)	per 30 min increments	actual cost to max
	FireArm Storage Fee	initial	\$25
		per day	\$1
	Weapons Seizure, Storage & Return	each	\$206
2	Reports, Photocopies & Records		
	Clearance Letter	each	\$26
	Report Copy		\$7
	Traffic Collision Report Copy	per report	\$7
	Police Photographs, audio tapes & videotapes & CDs	actual cost + fee	\$36
3	Permits		
	Concealed Weapons Permit (plus Department of Justice Fees*)	each	\$102
	Peddler/Solicitor Permit	each	\$414
	Permit to Sell Firearms—Initial Permit	each	\$362
	Permit to Sell Firearms—Annual Renewal	each	\$178
	Taxi Permit Processing Fee	each	\$194
	Taxicab Drivers Permit	each	\$92
	Second-Hand Dealer's Permit	each	\$510
	Bingo Permit	each	\$219
	Alarm Permit - Residential and Commercial	each	\$35
	Alarm Permit Renewal	each	\$19
	Block Party Permit	each	\$49
	Parade Permit	each	\$316
	Street Closure Permit	each	\$87
	* Determined by State of California		
4	Police Department Hourly Rates		
	Police Chief -ST	hourly	\$224

	Police Chief - OT	hourly	\$336
	Police Captain - ST	hourly	\$218
	Police Captain - OT	hourly	\$327
	Police Lieutenant - ST	hourly	\$186
	Police Lieutenant - OT	hourly	\$279
	Police Sergeant/Investigations Assignment-ST	hourly	\$158
	Police Sergeant/Investigations Assignment-OT	hourly	\$237
	Police Corporal - ST	hourly	\$127
	Police Corporal - OT	hourly	\$190
	Police Officer - ST	hourly	\$80
	Police Office - OT	hourly	\$120
	Records Supervisor - ST	hourly	\$92
	Records Supervisor - OT	hourly	\$135
	Police Executive Assistant - ST	hourly	\$51
	Police Executive Assistant - OT	hourly	\$77
	Senior Records Specialist- ST	hourly	\$73
	Senior Records Specialist - OT	hourly	\$109
	Police Records Specialist - ST	hourly	\$62
	Police Records Specialist - OT	hourly	\$91
	Cadet - ST	hourly	\$23
	Cadet - OT	hourly	\$35
5	Parking Violation Fines		
	Violation	Section	
	Obstruction or interference with Officers	11.12.020	\$97
	Barriers & Signs	11.28.040b	\$91
	City Parking Lot	11.40.020	\$72
	Parking on Sidewalk or Curb Prohibited	11.40.030	\$71
	Vehicle Storage-Parking in excess of 72 hours	11.40.050a	\$80
	Vehicle Storage-Trailer Parked on Street Overnight	11.40.050c	\$72
	Vehicle Storage-Parking for the purpose of engaging in vehicle sale	11.40.050d	\$63
	Parking for Certain Purposes-On Street for Sale	11.40.060a	\$95
	Parking for Certain Purposes-on Street for Repairs	11.40.060b	\$80
	Parking for Certain Purposes-on Street when charging for washing/polishing	11.40.060c	\$80
	Parking Regulations in Certain Zones	11.40.070	\$80
	Angle and Parallel Parking Signs-Loading Clearance between Vehicle and Street	11.40.080b	\$72
	Angle and Parallel Parking Signs-Loading Clearance between other Street	11.40.090a	\$72
	Loading and Unloading-Angle to Curb	11.40.090b	\$72
	Grades-Wheels not Turned	11.40.100	\$80
	Emergency Parking Signs	11.40.130b	\$72
	Curb Markings	11.40.160b	\$72

	Bus Zone	11.40.190e	\$255
	Parking-Limited Time	11.40.210	\$72
	Parking-Prohibited during Certain Hours	11.40.230	\$72
	Parking-Prohibited at all Times	11.40.240	\$72
	Parking on Private Property	11.44.040	\$72
	Violations Designated-4 Hour Permit Parking	11.68.050a	\$92
	Any ECMC parking violation not listed above shall be subject to a civil penalty		\$72
6	Curfew Violation Fines		
	Daytime (8:00 am - 2 pm) 1st offense		\$66
	Daytime (8:00 am - 2 pm) 2nd offense within one year		\$131
	Daytime (8:00 am - 2 pm) 3rd offense within one year of 2nd offense		\$260
	Nighttime (10:00 pm - 5 am) 1st Offense		\$68

FIRE DEPARTMENT

Item	Description	Basis	Adopted FY 2021-22
1	Occupancy Inspection Fees		
	Fire Safety Inspection: Annual Inspection plus one (1) re-inspection	Each	\$295
	Educational Inspection-Public Schools (Group E): Annual Inspection plus one (1) re-inspection		N/C
	Educational Inspection-Private Schools (Group E): Annual Inspection plus one (1) re-inspection		\$295
	Hotels & Apartments (Group R-1): < 15 Units Annual Inspection plus one (1) re-inspection		\$195
	Hotels & Apartments (Group R-1): 15-99 Units Annual Inspection plus one (1) re-inspection		\$295
	Hotels & Apartments (Group R-1): 100-249 Units Annual Inspection plus one (1) re-inspection		\$443
	Hotels & Apartments (Group R-1): 250 or more Units Annual Inspection plus one (1) re-inspection		\$590
	Residential (R-3) Single Family Requested Fire Safety Inspection		Free
	Day Care (Group R-3): Annual Inspection plus one (1) re-inspection		\$295
	Additional Reinspections		
2	Operational Permits & Inspection Fees		
	Assembly Permit: Requires Fire Safety Inspection	Each	\$295
	Christmas Tree Lot Operation Permit		\$295
	Compressed Gas Permit: Requires Fire Safety Inspection		\$148
	Demolition Permit: Includes pre and post inspections		\$590
	Dispense & Store Flammable Liquid Permit Requires Fire Safety Inspection		\$148
	Dry Cleaning Permit: Requires Fire Safety Inspection		\$148
	Fire Alarm Annual Inspection: Requires Fire Safety Inspection		\$148
	Food Booth Permit		\$222
	Hood & Duct Annual Inspection: Requires Fire Safety Inspection		\$148
	Model Rocket Permit		Free
	Repair Garage Permit: Requires Fire Safety Inspection		\$295
	Open Burning Permit: Residential		Free
	Open Flame in an Assembly Permit		\$148
	Sprinkler & Standpipe Annual Inspection: Requires Fire Safety Inspection		\$148
	Membrane Structure, Tent or Canopy Permit		\$295
	Underground Tank Removal Permit: Includes pre and post inspections		\$590
	Welding & Cutting Permit: Requires Fire Safety Inspection		\$295
	Miscellaneous No- Action Permits		Free
3	Plan Review		
	Preliminary Plan Review: Residential Remodel (1-2 family units)	Each	\$404
	Preliminary Plan Review: Residential/ADU (1-2 family units)		\$530
	Preliminary Plan Review: Commercial (including multi-family/apartment/condo/townhouse)		\$732
	New Construction Plan Check & One Site Inspection (< 4999 sq. ft.)		\$513
	New Construction Plan Check & Site Inspection (>5000 sq. ft., each add'l 1000 sq. ft.)		\$203
	Additional Site Inspections		\$195
	Fire Alarm System Plan Review: First 25 Devices		\$404
	Fire Alarm System Plan Review: each additional 25 Devices or Portion Thereof		\$126
	Fire Alarm System On Site Inspection: First 25 Devices		\$328
	Fire Alarm System Inspection: each additional 25 Devices or Portion Thereof		\$126

	Halon System Plan Review and One Field Inspection		\$454
	Hood & Duct Plan Review and One Field Inspection		\$454
	Medical Gas Plan Review and One Field Inspection		\$454
	Sprinkler System Plan Review: Residential- First 25 Heads (New or Modify 1 -2 family units)		\$404
	Sprinkler System Plan Review: Residential- Each Additional 25 Heads (New or Modify)		\$202
	Sprinkler Systems Field Inspections Residential: Rough in & Final - First 25 heads		\$328
	Sprinkler Systems Field Inspections Residential: Rough in & Final - Each Additional 25 heads		\$126
	Sprinkler System Plan Review: Commercial (New)- First 25 Heads (includes multi-family)		\$606
	Sprinkler System Plan Review: Commercial (New)- Each Additional 25 Heads or Portion Thereof		\$202
	Underground Review and Inspection		\$126
	Standpipe System Plan Review & Inspection		\$706
	Sprinkler Systems Field Inspections Commercial: First 25 heads		\$530
	Sprinkler Systems Field Inspections Commercial: Each Additional 25 heads		\$195
	Additional Risers		\$126
	Car Stacker System Review: double/triple		\$195
	Fire Pumps & Related Equipment Plan Review and Two Field Inspections (Acceptance)		\$454
	Hydrant Water Flow Test for Sprinkler Calculations (per Test)		\$195
	Emergency Responder Radio Communication System (ERRCS) Plan Review & Inspection		\$454
3.1	Vegetation Management		
	Vegetation Management Parcel Inspection and One Reinspection	Each	Free
	Additional Inspections	Each	\$126
	Vegetation Abatement Fees	Each	Additional cost + 10%
	Court Fees	Each	Additional cost + 10%
4	CERT Classes		
	CPR Classes - El Cerrito & Kensington Residents	Each	\$55
	First Aid - El Cerrito & Kensington Residents		\$55
	CPR Classes - Non- Residents		\$65
	First Aid - Non-Residents		\$65
5	False Alarm		
	1 st False Alarm	Each	\$0.00
	2-5 False Alarms in 12 Months		\$146
	6-10 False Alarms in 12 Months		\$183
	11 or Over False Alarms in 12 months		\$590
	Supplies Used		actual cost
	Equipment Destroyed	actual cost	
6	Fire Department Hourly Rates		
	Fire Apparatus Response or Standby Charge per hour (Engine)	Each	\$400
	Fire Apparatus Response or Standby Charge per hour (Truck)		\$500
	Fire Apparatus Response or Standby Charge per hour (Command)		\$200
	Fire Investigation per hour (plus costs)		\$397
	Fire Chief - ST		\$207
	Fire Chief - OT		\$310
	Battalion Chief - Training - ST		\$187
	Battalion Chief - Training - OT		\$280
	Battalion Chief - ST		\$132
	Battalion Chief - OT		\$199
	Captain-Fire Prevention - ST		\$126

Captain-Fire Prevention - OT	\$189
Captain-Paramedic - ST	\$120
Captain-Paramedic - OT	\$179
Captain - ST	\$110
Captain - OT	\$165
Engineer/Paramedic - ST	\$104
Engineer/Paramedic - OT	\$156
Engineer - ST	\$99
Engineer - OT	\$149
Firefighter/Paramedic - ST	\$72
Firefighter/Paramedic - OT	\$107
Firefighter - ST	\$68
Firefighter - OT	\$102
Fire Executive Assistant - ST	\$50
Fire Executive Assistant - OT	\$76

BUSINESS LICENSE

Item	Description	Municipal Code Section	Code	Adopted FY 2021-22
Business Enrollment		per license		\$81
Business License Renewal		per license		\$27
Accessibility Compliance and Education Fee		per license		\$4
	(State Mandated AB 1379)			
Exemption Level (Casual and Fine Arts Teachers)		4.32.080		
Business License Residential Rentals (10-000-4052-00-00)				
	Apt. Houses, Duplexes, In-laws & Single Family Units			
	Per Unit	4.32.260	260	\$119
Business License All Others (10-000-4051-00-00)				
	a. Fixed Place of Business (Annual)			
	Employer Only	4.32.230	T23	\$333
	" + 1 employee	4.32.230	T23	\$333
	" + 2 employees	4.32.230	T23	\$381
	" + 3 employees	4.32.230	T23	\$429
	" + 4 employees	4.32.230	T23	\$478
	" + 5 employees	4.32.230	T23	\$526
	" + 6 employees	4.32.230	T23	\$574
	" + 7 employees	4.32.230	T23	\$623
	" + 8 employees	4.32.230	T23	\$671
	" + 9 employees	4.32.230	T23	\$719
	" + 10 employees	4.32.230	T23	\$768
	Each Additional Employee	4.32.231	T23	\$48
	b. Professional Offices (Annual)			
Employer Only	Employer Only	4.32.231	231	\$404
employee " + 1	" + 1 employee	4.32.231	231	\$404
employees " + 2	" + 2 employees	4.32.231	231	\$453
employees " + 3	" + 3 employees	4.32.231	231	\$501
employees " + 4	" + 4 employees	4.32.231	231	\$550
employees " + 5	" + 5 employees	4.32.231	231	\$598
employees " + 6	" + 6 employees	4.32.231	231	\$646
employees " + 7	" + 7 employees	4.32.231	231	\$695
employees " + 8	" + 8 employees	4.32.231	231	\$743
employees " + 9	" + 9 employees	4.32.231	231	\$792
employees " + 10	" + 10 employees	4.32.231	231	\$839
Each Additional Employee	Each Additional Employee	4.32.231	231	\$48

	c. Contractors & Subcontractors			
	Quarterly	4.32.240	242	\$143
	Semiannually	4.32.240	241	\$240
	Annually	4.32.240	240	\$429
	d. Home Occupations (Annual)	4.32.245	245	\$240
	e. Casual Business			
	Quarterly	4.32.246	247	\$70
	Annually	4.32.246	246	\$282
	f. Delivery Vehicles (Per Vehicle)	4.32.251	250	\$191
	g. Fine Arts Teachers (Per Teacher)	4.32.255	255	\$77
	h. Hotels & Motels			
	Base Fee	4.32.270	270	\$476
	Plus, per Unit Fee	4.32.270	270	\$20
	i. Trailer Courts			
	Base Fee	4.32.280	280	\$476
	Plus, per Unit Fee	4.32.280	280	\$20
	j. Restaurants & Nightclubs	4.32.290	290	\$953
	k. Public Amusement			
	1. Amusement Rides & Shows			
	First Day	4.32.300	300	\$191
	Each Additional Day	4.32.300	300	\$96
	2. Billiards, Bagatelle, Pool Tables			
	Per Table, in Addition to Other Applicable	4.32.300	301	\$96
	3. Bowling Lanes			
	First Lane	4.32.300	302	\$505
	Each Additional Lane	4.32.300	302	\$50
	4a. Circus (=<4,000 seats)			
	First Day	4.32.300	303	\$1,430
	Each Additional Day	4.32.300	303	\$953
	4b. Carnival & Circus (>4,000 seats)			
	First Day	4.32.300	304	\$2,858
	Each Additional Day	4.32.300	304	\$1,905

	5. Motion Picture Theater & Plays			
	Quarterly	4.32.300	307	\$191
	Semiannually	4.32.300	306	\$383
	Annually	4.32.300	305	\$763
	6. Public Dance			
	Daily	4.32.300	308	\$143
	Quarterly	4.32.300	309	\$476
	7. Amusement Not Otherwise Defined			
	Educational - Daily	4.32.300	310	\$143
	Educational - Quarterly	4.32.300	311	\$476
	Noneducational - Daily	4.32.300	312	\$4,762
	I. Distribution and Circulation of Advertising Matter			
	Quarterly	4.32.310	313	\$476
	m. Amplification Vehicles (Per Day)	4.32.320	320	\$4,762
	n. Taxicabs (Per Vehicle)	4.32.330	330	\$286
	o. Auctioneer			
	Daily	4.32.340	340	\$240
	Annually	4.32.340	341	\$1,905
	p. Vehicle Parking Lot			
	Per Lot	4.32.345	342	\$384
	Plus per 100 square feet	4.32.345	342	\$39
	q. Pawnbroker and Check Casher	4.32.350	350	\$953
	r. Patrol Services			
	Employer Only	4.32.355	T35	\$333
	" + 1 employee	4.32.355	T35	\$333
	" + 2 employees	4.32.355	T35	\$381
	" + 3 employees	4.32.355	T35	\$429
	" + 4 employees	4.32.355	T35	\$478
	Each Additional Employee	4.32.355	T35	\$48
	s. Peddler & Solicitors			
	Quarterly	4.32.360	360	\$476
	Annually	4.32.360	361	\$1,905
	t. Ice Cream Vendor			
	Quarterly	4.32.365	366	\$155

	Annually	4.32.365	365	\$465
	u. Temporary Sales	4.32.375	375	\$401
	v. Bingo	4.32.300	652	\$63
	Pursuant to California Penal Code Section 326.5(l)1			
	w. Transient/Itinerant Vendor			
	Employer Only	4.32.010	T25	\$333
	" + 1 employee	4.32.010	T25	\$333
	" + 2 employees	4.32.010	T25	\$381
	" + 3 employees	4.32.010	T25	\$429
	" + 4 employees	4.32.010	T25	\$476
	" + 5 employees	4.32.010	T25	\$526
	" + 6 employees	4.32.010	T25	\$574
	" + 7 employees	4.32.010	T25	\$623
	" + 8 employees	4.32.010	T25	\$671
	" + 9 employees	4.32.010	T25	\$719
	" + 10 employees	4.32.010	T25	\$768
	Each Additional Employee	4.32.010	T25	\$48
Business License Gross Receipts (10-000-4053-000)				
	a. Coin-operated vending, amusement & Service Machines, Distributors			
	\$0-1,000	4.32.370	V01	\$50
	\$1,001-5,000	4.32.370	V02	\$74
	\$5,001-15,000	4.32.370	V03	\$150
	>\$15,001 per \$1,000	4.32.370	T04	\$10
	b. Coin-operated vending, amusement & Service Machines, Games of Skill			
	\$0-1,000	4.32.380	G01	\$50
	\$1,001-5,000	4.32.380	G02	\$74
	\$5,001-15,000	4.32.380	G03	\$147
	>\$15,001 per \$1,000	4.32.380	T05	\$10
	Adjustment Per Municipal Code: % Change in Apr CPI			
	CPI Urban Wage Earners and Clerical Workers			
	2021 Change is 2%			

RECREATION DEPARTMENT

Item/Description		Basis	Adopted FY 2021-22
Facility Rentals			
1	Community Center		
	<i>Minimum Rental Time (Fri-Sun); 5 Hours</i>		
	<i>Maximum Advance Reservation: 12 Months Resident, Non-Profit or Co-Sponsored Group; 10 Months Non-Resident or Commercial; 12 months Annual Rentals.</i>		
	Main Hall		
	Resident (includes Skylight Room, Kitchen and Courtyard)	per hour	\$204
	Non-Resident/Commercial (includes Skylight Room, Kitchen and Courtyard)	per hour	\$255
	Optional Clean-Up Service (2 hours of 1 custodian after rental)	per event	\$153
	Optional Clean-Up Service Additional Hours	per hour	\$82
	Deposit (credit card only)		
	Private	per event	\$648
	Non-Profit/City Co-Sponsored	per event	\$327
	Skylight, Garden and Tot Rooms		
	Resident	per hour	\$77
	Non-Resident/Commercial	per hour	\$96
	Non-Profit/City Co-Sponsored	per hour	\$28
	Deposit (credit card only)	per event	\$111
	Craft Room/Courtyard		
	Resident	per hour	\$41
	Non-Resident/Commercial	per hour	\$51
	Deposit (credit card only)	per event	\$111
	Kitchen Use	per hour	\$54
	Alcohol Service Permit	per event	\$201
2	Group Picnic Areas		
	Cerrito Vista		
	Reservation—Resident	per day	\$221
	Reservation—Non-Resident	per day	\$276
	Volleyball Net and Ball Deposit	per day	\$51
	Arlington (large group area with tables & BBQ)		
	Spaces 4 & 5—Resident	per day	\$164
	Spaces 4 & 5—Non-Resident	per day	\$204
	Spaces 4, 5 & 6—Resident	per day	\$221
	Spaces 4, 5 & 6—Non-Resident/Commercial	per day	\$276
	Other Parks, picnic tables with BBQ pit		
	Resident	per day	\$88
	Non-Resident	per day	\$111
	Other Parks, picnic tables without BBQ pit		
	Resident	per day	\$74
	Non-Resident	per day	\$92

	Picnic Area Cleaning Deposit	per day	\$51
	Restroom Key (purchase or refundable deposit)	per key	\$23
	Picnic Sites Weekday Discount		15%
3	Adult Programs Buildings		
	Midtown Activity Center Social Hall/Kitchen		
	Resident	per hour	\$110
	Non-Resident, Commercial	per hour	\$136
	Hana Gardens Senior Center		
	Combined Room - Resident	per hour	\$132
	Combined Room - Non-Resident/Commercial	per hour	\$165
	Decoration/Clean-Up/Rehearsal Time (1-hour max. day of event)	per hour per rental	\$64
	Alcohol Service Permit	per event	\$193
	Deposit	per event	\$332
4	Clubhouses		
	<i>Minimum Rental Time (Sat-Sun); 3 hours (Arlington, Castro Side A, Castro Side B)</i>		
	<i>Maximum Advance Reservation: 12 Months Resident, Non-Profit or Co-Sponsored Group; 10 Months Non-Resident or Commercial; 12 Months Annual Rentals</i>		
	Private, Resident	per hour	\$82
	Private, Non-Resident	per hour	\$102
	Renovated Clubhouse Private, Resident	per hour	102
	Renovated Clubhouse Private, Non-Resident	per hour	128
	Clubhouse Weekday Discount	per hour	15%
	Deposit	per event	\$245
	Alcohol Service Permit	per event	\$47
	Art Studio Instructor	per hour	\$43
5	Facility Rental Related Fees & Discounts		
	Transfer Fee - Rooms and Clubhouses	per date	\$51
	Transfer Fee - Picnics	per date	\$22
	Late Payment Fee	percent	15%
	City Co-Sponsored Rental Fee Discount	percent	40%
	Non-Profit Rental Fee Discount	percent	20%
	Governmental Agency/School District Rentals (per WCCUSD Joint Use Agreement)	per event	Cost of Additional Staff (if needed)
	Chair Rental—Non-Profit/Co-Sponsored	each	\$4
	Table Rental—Non-Profit/Co-Sponsored	each	\$7
6	Storage Fee - Co-Sponsored Groups Only		
	Small Locker	per year	\$365
	Medium Locker	per year	\$432
	Large Locker	per year	\$580
	Room/Small Clubhouse	per year	\$1,000
	Recreation Field/Sports Venue Rentals and Fees		
1	Tennis Courts		
	Resident	per hour	\$10
	Non-Resident	per hour	\$12

	Tennis Club	per hour	\$7.25
	Instruction Use	per hour	\$17
	City Co-Sponsored Group Team Permit Fee	per season	\$26
	Tennis Transfer/Cancellation Fee	per hour	\$1
	Private Instructor Processing Fee (Tennis Certification and Insurance Required)	per year	\$28
	Light Surcharge (Cerrito Vista)	per hour	\$4
2	Play Fields		
	Resident	per hour	\$31
	Non-Resident	per hour	\$42
	Cerrito Vista Hardball Field (2 hr. minimum)—Resident	per hour	\$43
	Cerrito Vista Hardball Field (2 hr. minimum)—Non-Resident	per hour	\$54
	El Cerrito Co-Sponsored Youth Group	per hour	\$12.50
	Fine for violation of field policies and/or damaging fields when wet and or not playable or signs are posted.	per infraction	\$349
	Swim Center Programs/Fees * Effective 9/1/21		
1	Adult Swim Fees		
	Lap Swim/Recreation/Family Swim		
	Day Pass—Resident	per month	\$93
	Day Pass—Non-Resident	per month	\$116
	Swim Pass—Resident	per pass	\$93
	Swim Pass—Non-Resident	per pass	\$116
	Drop-In	per use	\$8
	Masters Swim Team		
	Drop-In	per use	\$12
	Pass - Resident	per month	\$90
	Pass - Non-Resident	per month	\$113
	Masters Plus—Any Masters Workout/Lap Swim 1 Month Only (No quarterly discount)		
	Monthly Masters Plus Resident	per month	\$129
	Monthly Masters Plus Non-Resident	per month	\$162
2	Recreation Parent & Child Swim/Splash Park/Tot Splash		
	Drop-in		
	Adult (18+)	per use	\$8
	Youth (1-17 years)	per use	\$5
	Splash Park Only & Tot Splash	per use	\$4
	Non-Swimmer Fee	per use	\$4
	Organized Groups (minimum of 15)	per child	\$4
	30 Days		
	Youth— (1-17 years) Resident	valid 30 days	\$55
	Youth— (1-17 years) Non-Resident	valid 30 days	\$68
	Ten Swim Pass (valid April through Oct.)		
	Youth Resident (1-17)	per pass	\$38
	Youth Non-Resident (1-17)	per pass	\$47
	Family Season Passes		
	Family Season Pass (6/1-9/30) Resident (max 5 family members per address)	Valid Season	\$407

	Family Season Pass (6/1-9/30) Non-Res (max 5 family members per address)	Valid Season	\$459
	Additional Family Members (up to 3 additional)	Valid Season	\$31
	Additional Family Members (up to 3 additional) Non-Res	Valid Season	\$39
	Splash Park/Tot Splash Only Ten Swim Pass		
	Resident	per pass	\$28
	Non-Resident	per pass	\$35
3	Water Aerobics Deep/Shallow		
	Drop In	per use	\$12
	Ten Workout Pass - Resident	per pass	\$82
	Ten Workout Pass - Non-Resident	per pass	\$97
4	Swim Lessons		
	Private—Resident	per class	\$33
	Private—Non-Resident	per class	\$41
	Semi-Private - Resident	per class	\$56
	Semi-Private - Non-Resident	per class	\$70
	Youth Groups—Resident	per class	\$13
	Youth Groups—Non-Resident	per class	\$16
	Teen/Adult & Special Arrangement Group Lesson—Resident	per class	\$14
	Teen/Adult & Special Arrangement Group Lesson—Non-Resident	per class	\$17
5	Swimming Clubs, Teams & Meets		
	Pre-Swim Team (50 minutes, 4 days/week)		
	Resident	per hour	\$5
	Non-Resident	per hour	\$6
	El Cerrito High School Swim Team (February through May)	per season	\$3,000
	El Cerrito High School Swim Team (February through May) non-operating hours	per hour per staff	\$31
	Gators Swim Team		
	One Swimmer - Resident	per hour	\$6
	One Swimmer - Non-Resident	per hour	\$7
	Each Additional Household Member Discount	monthly discount percent	10%
6	Swim Center Rentals		
	Long-Term Pool Rentals	per lane/ per hour	\$16
	Lane Rental Fee	per lane/ per hour	\$21
	Emery G. Weed III Lap Pool-Resident, non-operating hours, practice time	per hour	\$153
	Emery G. Weed III Lap Pool-Non-Resident, non-operating hours, practice time	per hour	\$192
	Emery G. Weed III Lap Pool—Resident, non-operating hours, event rental	per hour	\$254
	Emery G. Weed III Lap Pool—Non-Resident/Commercial, non-operating hours, event rental	per hour	\$318
	Swim Center Rental Deposit (refundable)	per event	\$109
	Recreation Pool-Resident (1-50 people) (2-hour minimum)	per hour	\$178
	Recreation Pool-Non-Resident (1-50 people) (2-hour minimum)	per hour	\$223
	Recreation Pool-Resident (51-100 people) (2-hour minimum)	per hour	\$192
	Recreation Pool-Non-Resident (51-100 people) (2-hour minimum)	per hour	\$240

	Splash Park Rental-Resident (1-50 people) (2-hour minimum)	per hour	\$157
	Splash Park Rental-Non-Resident (1-50 people) (2-hour minimum)	per hour	\$195
	Splash Park Rental-Resident (51-100 people) (2-hour minimum)	per hour	\$168
	Splash Park Rental-Non-Resident (51-100 people) (2-hour minimum)	per hour	\$210
	Transfer Fee	per booking	\$51
	Picnic Area Rental During Recreation Swim (Splash Park Area & Swim Camp Lawn Area) Resident (11-20 people) - listed fee plus lifeguard rate below	per event	\$82
	Picnic Area Rental During Recreation Swim (Splash Park Area & Swim Camp Lawn Area) Non-Resident (11-20 people) - listed fee plus lifeguard rate below	per event	125% of Res Fee
	Picnic Area rental during Recreation Swim (Swim Camp Lawn Area) Resident (11-15 people) - listed fee plus lifeguard rate below	per event	\$62
	Picnic Area rental during Recreation Swim (Swim Camp Lawn Area) Non-Resident (11-15 people) - listed fee plus lifeguard rate below	per event	125% of Res Fee
	Lifeguard Fee	per hour	\$30
7	Miscellaneous Swim Center Fees		
	Auto-Debit Pass Discount	per month	5%
	Single Lane Program/Holiday Reservation Surcharge - Resident	per swim	\$2.00
	Single Lane Program/Holiday Reservation Surcharge - Non-Resident	per swim	\$4.00
	Monthly Passes Pro-Rated for Remaining Days Based on Beginning Effective Date Only - (proration will not be applied to the Admin Fee)	per pass	
Youth Programs			
1	Day Camps *Effective 9/1/2021		
	City Run Camp Resident (Price based on number of days, hours, special events, field trips, supplies needed)	See brochure for actual costs	\$20-\$500
	City Run Camp Non-Resident	125% of resident fee	
	Day Camp Deposit	per camp/week	\$35
	Day Camp Cancellation Fee	per camp/week	\$35
2	Overnight Camp		
	Camper - Resident (price depends on staffing and rental costs, duration of session and other fixed costs)	per session	\$425 - \$825
	Camper Non-Resident	120% of resident fee	120% of resident fee
	CIT/TILT Programs - Residents	per session	\$200 - \$425
	CIT/TILT Programs - Non-Residents	120% of resident fee	120% of resident fee
	Deposit	per week	\$159
3	Before/After School Childcare		
	5 day schedule, AM Care (~ 1.5 hours/day)	per month (10 Total)	\$289
	4 day schedule, AM Care (~1.5vhours/day)	per month (10 Total)	\$254
	3 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$208
	2 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$150
	1 day schedule, AM Care (~1.5 hours/day)	per month (10 Total)	\$75

	5 day schedule, AM Transitional Kindergarten Care (~ 1.75 hours/day)	per month (10 Total)	\$337
	4 day schedule, AM Transitional Kindergarten Care (~ 1.75 hours/day)	per month (10 Total)	\$296
	3 day schedule, AM Transitional Kindergarten Care (~ 1.75 hours/day)	per month (10 Total)	\$243
	2 day schedule, AM Transitional Kindergarten Care (~ 1.75 hours/day)	per month (10 Total)	\$175
	1 day schedule, AM Transitional Kindergarten Care (~ 1.75 hours/day)	per month (10 Total)	\$88
	5 day schedule, TK Kinder Childcare (~ 4.25 hours/day)	per month (10 Total)	\$725
	4 day schedule, TK Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$638
	3 day schedule, TK Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$522
	2 day schedule, TK Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$377
	1 day schedule, TK Kinder Childcare (~4.25 hours/day)	per month (10 Total)	\$189
	5 day schedule, Kindergarten Childcare (~ 4 hours/day)	per month (10 Total)	\$683
	4 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$601
	3 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$491
	2 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$355
	1 day schedule, Kindergarten Childcare (~4 hours/day)	per month (10 Total)	\$177
	5 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$591
	4 day schedule, 1 st - 6 th Care (3.33 hours/day)	per month (10 Total)	\$520
	3 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$426
	2 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$308
	1 day schedule, 1 st - 6 th PM Care (~3.33 hours/day)	per month (10 Total)	\$154
	4 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$158
	3 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$129
	2 day schedule, TK & Kinder Care (~1 hour/day)	per month (10 Total)	\$93
	1 day schedule, TK & Kinder Club (~1 hour/day)	per month (10 Total)	\$47
4	Preschool *Effective 9/1/2021		
	4 day schedule, 3 hour program	per month	\$537
	3 day schedule, 3 hour program	per month	\$403
	3 day schedule, 4 hour program	per month	\$537
	2 day schedule, 3 hour program	per month	\$268
	2 day schedule, 4 hour program	per month	\$358
	1 day schedule, 3 hour program	per month	\$134
	1 day schedule, 4 hour program	per month	\$179

4	Other Fees		
	Before/After School & Preschool Programs - Non-Refundable Registration Fee	per registration	\$78
	Before/After School & Preschool Programs - Drop-In fee, under 3 hours program	per day/per program	\$22
	Before/After School & Preschool Programs - Drop-In fee, over 3 hours program	per day/per program	\$43
	Before/After School Program - Receives Reduced Lunch	discount	30%
	Before/After School Program - Receives Free Lunch	discount	50%
	Preschools - Non-Resident Rate	surcharge	20%
	Preschools - Qualifies for City Scholarship - Residents	discount	25%
	Preschools - Qualifies for City Scholarship – Non-Resident	discount	Regular Resident Rate
	Fees can be adjusted proportionally due to substantial changes in program hours at the discretion of the Recreation Director	program hours	
	Fees can be adjusted proportionate to any mandated staff to child ratio changes at the discretion of the Recreation Director	staffing/ enhanced requirements	
	Preschools - Over 8 hours (full day)	monthly discount	10%
	Before/After School & Preschool Fees Include 3% Admin. Surcharge listed in "Other Fees & Discounts" Section		
Adult Programs and Services			
	60 & Better Rewards Club - Resident	annual	\$20
	60 & Better Rewards Club - Non-Resident	annual	\$25
	Ticket Based Class Fee—Resident	per class	\$7
	Ticket Based Class Fee—Non-Resident	per class	\$8
	5 Class Pass (ticket-based class) - Resident	per class	\$26
	5 Class Pass (ticket-based class) - Non-Resident	per class	\$31
	Local Monthly Shopping Trips, round trip	per trip	\$8
	Respite Group—Resident	per month	\$112
	Respite Group—Non-Resident	per month	\$139
	Easy Ride Paratransit, each way	per trip	\$3
	Drop-In Activities Fee - Resident	per class	\$4
	Drop-In Activities Fee - Non-Resident	per use	\$5
	10 Punch Drop-In Activity Pass - Resident	per pass	\$21
	10 Punch Drop-In Activity Pass - Non-Resident	per pass	\$31
	Wellness Services (rental rates are % of revenue collected)	per date	20%-40%
	City Run Day Trips Resident (Price based on mileage, length of trip, admission rates, volunteer trip leader expenses and supplies needed)	see brochure for actual costs	\$15-\$200
	City Run Day Trips - Non-Resident	% of resident fee	125% of resident rate
Other Fees & Discounts			
1	Miscellaneous		
	Transfers, Cancellations, and Late Payments (25% of fee, up to maximum and rounded to nearest dollar)	maximum charge per session	\$22
	Late Pick-Up Fee (\$20 minimum + \$1.00 per minute)	minimum late pick-up fee	\$20
	Misc. Product Fee (depending on level of effort)	each + surcharge	Cost + 5%-20%
	Staff Total Cost (i.e. custodian, part time recreation leader, etc.)	per hour	Full Hourly Cost

	Signage/Banner on Recreational Facilities (per policy)	per banner or sign/month	\$0 - \$50
	Long Term Rental Discount - as determined by Recreation Director		
	Administrative Surcharge Fee for City Run Programs	per transaction	3%
	Special Promotion/Marketing Fundraising Opportunities - as determined by Recreation Director		
	New Classes, Events, Field Trips, Leagues, Programs, Products, Uniforms, etc. as approved by Recreation Director		
	City Run Program (Price based on number of days and hours)	per day/per program + any supply, entrance & trans. costs	\$5-\$200
2	Third Party Programs		
	The fees for all third party provided activities may vary based on contract negotiations & market rates at discretion of the Recreation Director		
	No Non-Resident Surcharges for El Cerrito School Based Enrichment Programs		
	Surcharge on Fee-Based Programs by Independent Contractor (4% of fee, up to maximum and rounded to nearest dollar)	maximum charge per session	\$13
	Optional Disabled and Senior Discount (independent contractors may choose to use discount and split discount with City) - for ages 60+, disabled patrons. Does not apply to fees in "Adult Programs and Services" section.	percent of fee	15%
3	Recreation Brochure Advertisements		
	Copy Ready, 1/8 page	each	\$200
	Copy Ready, Quarter page	each	\$450
	Copy Ready, Half page	each	\$750
	Copy Ready, Full page	each	\$1,250
	Full Year of Advertising (3 rECguide Issues)	Discount	15%
	Graphic Preparation-Graphic Designer	Actual	Actual Cost

PUBLIC WORKS DEPARTMENT

Items	Description	Basis	Adopted FY 2021-22
Grading			
1	Plan Check		
	(No permit required below 50 CY)		
a.	50 to 10,000 CY	each	\$517
b.	10,001 to 100,000 CY	each	\$718
c.	Add for each 10,000 CY above 100,000	10,000 CY	\$172
2	Permit Issuance	each	\$107
3	Permit Bond	per CY	\$5
4	Inspection (C.6 inspections are separately listed in "Erosion & Clean Water Section")		
	(No permit required below 50 CY)		
a.	50 to 10,000 CY (up to 8 inspections; any additional inspections will be charged at hourly rate)	each	\$926
b.	10,001 to 100,000 CY (up to 15 inspections, add'l inspections will be charged at hourly rate)	each	\$1,863
c.	Add for each 10,000 CY above 100,000	10,000 CY	\$115
5	Grading Work Started Prior to Obtaining a Permit	Double the Plan Check, Permit Issuance Fee and Inspection Fee	
Encroachments			
1	Permit Issuance Fee (all permits except planting of street trees)	each	\$107
2	Permit Renewal Fee/Time Extension	each	\$53
3	Permit bond/deposit (except street tree permit)		
a.	One-year maintenance bond for street cuts in the amount of the value of the work or as determined by City Engineer.	minimum	\$1,730
b.	Bond for concrete work, including curb, gutter and sidewalk drains. Deposit is equal to the value of the work or as determined by City Engineer. Deposit is returned upon passing final inspection for concrete work.	minimum	\$732
c.	One-year maintenance bond for storm drainage modifications equal to the value of the work or as determined by City Engineer.	each	
4	Permit Types (also subject to the Issuance Fee (#2))		
a.	Concrete Flat Work or Under Sidewalk Drain - up to 500 s.f. (includes two inspections)	each	\$295
b.	ADD for each add'l 500 s.f.	500 s.f.	\$70
c.	Street cut or drainage modifications (< 10 C.Y. excavated) (includes two inspections)	each	\$320
d.	ADD for each add'l 10 CY.	10 CY	\$239
e.	Traffic Control Plan Review	each	\$264

f.	Work in Public Right-of-Way Started Prior to Obtaining a Permit	Double the Permit Issuance Fee and Inspection Fee	
g.	Revocable Encroachment Permit/Hold Harmless Agreement	each	\$378
h.	Storage in Public ROW for Moving Pods and Portable Toilets (East Bay Sanitary dumpsters exempt; storage pods for residential moving exempt from bond deposit)	per two weeks	\$170
i.	Moratorium Street Restoration Fee for Street cuts not exceeding 5' x 5'; Restoration for street cuts larger than 5' x 5' on a moratorium street will be calculated by the City Engineer based on recent bid costs for annual City slurry seal projects	each	\$754
j.	Re-inspection/Additional Inspection (for reasons such as work not ready for a scheduled inspection, work done without an inspection, work partially completed or annual permit inspection)	each	\$82
k.	Traffic Striping Restoration -Thermoplastic Pavement Legends (includes removal and replacement and related contract work)	each	\$329
l.	Traffic Striping Restoration -Thermoplastic 4" Line (includes removal and replacement and related contract work)	LF	\$8.16
m.	Traffic Striping Restoration -Thermoplastic 12' Line (includes removal and replacement and related contract work)	LF	\$6.12
n.	Traffic Striping Restoration -Thermoplastic Detail 22 (includes removal and replacement and related contract work)	LF	\$4.08
o.	Pavement Marker Restoration - Caltrans Type AY Pavement Reflective Markers (includes replacement and related contract work)	each	\$8.16
p.	Utility Pole - Set, Relocate or Remove	each	\$286
q.	Temporary Construction Parking for vehicles that have commercial license plates and Limited Construction Equipment Storage (includes construction parking permit)	per week	\$265
r.	Annual Encroachment Permit for Utility Companies, Administrative Fee (In-lieu of Issuance Fee to be applied for annual utility permit agreements. Inspections are charged at the Additional Inspection rate.)	per year	\$452.88
s.	Transportation Permit - Per Calif. State Vehicle Code Section 35795	per trip	\$16
t.	Haul Route Impact Fees		
	For qualifying projects as determined by the City Engineer, Haul Route Fees are charged on the following costs per square yard of pavement per PCI point drop in each 500-foot long section of haul route. For haul routes in use for over one year, a PCI discount will be applied against the PCI change as listed below. If the Post-construction PCI is higher than the Pre-construction PCI, the PCI change shall be considered to be zero. The final PCI value will determine the category of the fee charged.		
i.	Arterial		
	100<pci<70		\$0.31
	69<pci<50		\$0.88
	49<pci<25		\$0.90
	24<pci<0		\$1.58
ii.	Collector		
	100<pci<70		\$0.31
	69<pci<50		\$0.73
	49<pci<25		\$0.90
	24<pci<0		\$1.58
iii.	Residential		
	100<pci<70		\$0.24

	69<pci<50		\$0.68
	49<pci<25		\$0.82
	24<pci<0		\$1.36
iv.	PCI Discount		
	100<pci<70	2.2 pts/year	
	69<pci<50	2.7 pts/year	
	49<pci<25	3.3 pts/year	
	24<pci<0	3.6 pts/year	
u	Newsrack Box Fee [Permit fee for permitted use of a box inside the specified newsrack location. The permit is valid for a three-year period and fee includes cost of administrative and maintenance expenses associated with the newsrack program. Permittee shall comply with box dimensions, style, and model as designated by the Public Works Director, see Municipal Code Section 13.60]	per box per permit period	\$170.34
Parking Controls			
1	Appeals		
a.	No Parking/Stopping Anytime Zones (includes two hours of Manager's time)	each	\$562
b.	Red curb marking next to residential driveway (Subject to City Engineer approval of Resident Request)	each	\$381
2	Temporary No Parking/Stopping Anytime Signs	each	\$7.14
3	Temporary Barricades		
a.	Pick-up/drop-off by City crew	per pick-up/drop-off	\$136
b.	Replacement	per barricade	\$104
Street Tree Permits			
1	Street Tree Planting by Property Owner (Includes planting permit, site approval, and planting inspection)	per 1-3 trees	\$53
a.	Street Tree Maintenance Bond - Required three-year refundable maintenance bond for when property owner plants new Street Trees to cover Staff time needed to rehabilitate or remove a tree that has not been properly maintained.	per tree, refundable after 3- year health verification	\$100
2	New Street Tree Planting and Related Work by City (Includes permit, one 15-gallon tree, planted, staked, and mulched, and comes with watering bag. Requires signed City Tree Care Agreement)	per tree	\$315
a.	Concrete Removal for Tree Well	per 16 s. f.	\$185
b.	Concrete Removal for Tree Well (per s.f. after first 16 s.f. removal)	per s.f.	\$12.24
c.	Maintenance to Establish New Tree - Three-year maintenance fee when City is establishing new tree without a City Tree Care Agreement, usually in case of mitigation for street tree removal and planting in a different location that the responsible property owner is not able to maintain.	per tree	\$816
3	Permit for Street Tree Pruning or Removal by Property Owner (includes inspection by Program Manage)	minimum	\$210
4	Bond for Street Tree Pruning, Protection, or Removal by Property Owner	minimum	\$255
5	Violation for Unauthorized Street Tree Pruning, Mutilation or Removal (i.e., work without a Permit)		
	0-5.99 inch	Tree Diameter @ 4.5 feet	\$500

	6.0-11.99 inch	Tree Diameter @ 4.5 feet	\$750
	12.0-17.99 inch	Tree Diameter @ 4.5 feet	\$1,000
	18.0-23.99 inch	Tree Diameter @ 4.5 feet	\$1,500
	24 inch and greater	Tree Diameter @ 4.5 feet	\$2,000
Erosion and Clean Water			
1	Stormwater Pollution Prevention Construction Permit: C.6 Inspections (Permits for construction projects that require Stormwater Pollution Prevention, includes monthly inspection)		
a.	Less than 1-acre hillside site, requiring an erosion and sediment control plan		\$327
b.	More than an acre, requiring an erosion and sediment control plan		\$655
c.	Re- Inspections (Due to Fail in maintaining BMP's)		\$163
2	C.3 Fees for projects which create or replace more than 10,000 square feet of impervious surface		
a.	Stormwater Control Plan Review/Approval (Collected by Planning Dept at initial submittal)	each	\$522
b.	Operations & Maintenance Plan Review/Approval (O&M Plan to include Maintenance Agreement and description of annual inspection fees) (Collected by Building Dept at plan check submittal)	per square feet of impervious surface	\$0.05
c.	Annual Inspection Fee-Collected by Public Works Department as described in Maintenance Agreement (Includes max of one field inspection. Additional re-inspection will be charged additional inspection fee)	up to 25,000 sf	\$428
d.	Annual Inspection Fee-Collected by Public Works Department as described in Maintenance Agreement	more than 25,000 sf	\$856
Miscellaneous			
1	Illicit Discharge Response / Hazardous Materials Spill Clean-Up - costs to include supervision, reporting, overhead, equipment, hourly wages and fringe benefits of the employees involved	per response, per day	\$1,260
2	Public Works Hourly Rates (for other Services Not Specified)		
a.	Public Works Director	hourly	\$302
b.	Management Assistant	hourly	\$107
c.	Engineering Manager/Senior Engineer	hourly	\$226
d.	Operations + Environmental Services Division Manager	hourly	\$216
e.	Programs Manager/Analyst	hourly	\$210
f.	Associate Engineer	hourly	\$176
g.	Maintenance Superintendent/Operations Supervisor	hourly	\$210
h.	Technician/Inspector	hourly	\$163
i.	Maintenance Worker / Recycling Maintenance Worker	hourly	\$136
j.	Admin Clerk Specialist	hourly	\$90
k.	Waste Prevention Specialist	hourly	\$139
3	Bid Protest Fee		\$541
4	Recycling + Environmental Services		
a.	Construction Waste Management Plan Review Fee	per plan review, inclusive of pre plan and post report	\$222
b.	Solid Waste Collection and Disposal Subscription Exemption Application Fee	per application	\$277

c.	Salvage Permit Application Fee	per application per year	\$45
d.	Recycling + Environmental Resource Center Tour Fee	per tour, excluding free monthly tours	\$166
e.	Recycling Cart Cleaning Fee (64 and 96 gallon carts)	per cart	\$67
f.	Recycling Bin Cleaning Fee (1 and 2 cubic yard bins)	per bin	\$102
g.	Recycling Cart Replacement fee due to customer damage	per bin	\$78
h.	Extra Recycling Truck Pick Up due to customer fault	per pick-up	\$26
i.	Waste Enclosure Padlock Replacement due to customer loss	per lock	\$15
j.	Citywide Garage Sale Listing	per registration	\$25
k.	Solid Waste Event Stands Rental (set of three - Recycling, Compost, and Garbage)	per event	\$51
l.	Solid Waste Event Stand Replacement	per stand	\$74
m.	Compost	per 5 gallons	\$1
n.	Compact Fluorescent Bulb (CFL) Recycling *	per bulb	\$4
o.	Fluorescent Tube Recycling *	per linear foot	\$0.64
p.	CFL & Tube Large Quantity (over 15 CFLs and/or 30 feet) Recycling	additional flat fee	\$13.25
q.	Expanded Polystyrene drop off at Recycling Center ** (minimum cost \$2.00)	per pound (or 12 gallons by volume)	\$2
r.	Sharps and Pharms Disposal*	per disposal	\$1
s.	Misc. Product Fee***	per items	
t.	Cardboard, Paper, Books, Magazines, and Newspaper Recycling Drop-off - for amounts greater than 1 cubic yard ** (minimum charge \$7.50)	per cubic yard	\$7.50
	*No cost for residents in RecycleMore service area. Proof of residency required		
	** No cost for El Cerrito rate payers. City reserves the right to reject large quantities. Proof of residency required		
	***Includes market rate sale of salvaged materials plus processing fee		

PLANNING DIVISION

Description	Basis	Adopted FY 2021-22
San Pablo Avenue Specific Plan Design Review		
Tier 1 Residential and Non-Residential Projects (with or without signage)	each	\$2,273
Tier 1 Permanent Signs (only)	each	\$594
Tier 1 Sidewalk Sign Permit (only)	each	\$50
Tier 1 Temporary Sidewalk Seating/Temporary Outdoor Improvements	each	No charge
Tier 1 Temporary Sign and/or Banner	each	\$55
Tier 1/AUP Sidewalk Seating (off ROW)	each	\$606
AUP Sidewalk Seating (in ROW)	each	\$881
Tier 1 - Minor Projects (as determined by Planning Manager)	each	\$842
Tier 2 Residential and Non-Residential Projects - Up to 2,500 sqft	each	\$3,347
Tier 3 Residential and Non-Residential Projects - Up to 2,500 sqft	each	\$4,222
Tier 2 Residential and Non-Residential Projects - 2,501 - 10,000 sqft	each	\$8,830
Tier 3 Residential and Non-Residential Projects - 2,501 - 10,000 sqft	each	\$8,564
Tier 2 Residential and Non-Residential Projects - 10,001 – 40,000 sqft	each	\$14,472
Tier 3 Residential and Non-Residential Projects - 10,001 – 40,000 sqft	each	\$12,166
Tier 2 Residential and Non-Residential Projects - 40,001 – 100,000 sqft	each	\$18,748
Tier 3 Residential and Non-Residential Projects - 40,001 – 100,000 sqft	each	\$17,626
Tier 2 Residential and Non-Residential Projects - 100,001+ sqft base fee plus per hour of staff time	each	\$18,763 after base fee depleted, project goes to hourly rate.
Tier 3 Residential and Non-Residential Projects - 100,001+ sqft base fee plus per hour of staff time	each	\$18,449 after base fee depleted, project goes to hourly rate.
Tier 4 Residential and Non-Residential Projects - up to 10,000 sqft	each	\$10,326
Tier 4 Residential and Non-Residential Projects - 10,001 – 40,000 sqft	each	\$13,529
Tier 4 Residential and Non-Residential Projects - 40,001 – 100,000 sqft	each	\$19,829
Tier 4 Residential and Non-Residential Projects - 100,001+ sqft base fee plus per hour of staff time	each	\$21,592 after base fee depleted, project goes to hourly rate.
Environmental Review (CEQA)		
Environmental Review - Specific Plan Environmental Checklist/Initial Study/Negative Declaration/Mitigated Negative Declaration/Environmental Impact Report	each	Consultant costs, plus City administrative fee (30% of consultant cost)
Environmental Review - Categorical Exemption	each	\$177
Notice of Exemption	each	County Clerk Filing Fees
General Plan and Zoning Ordinance		
General/Specific Plan and/or Amendment	each	\$19,675
Zoning Amendment	each	\$19,675
Subdivisions and Lot Adjustments		
Tentative Parcel Map 1-4 lots	each	\$7,339
Tentative Tract Map 5-10 lots	each	\$12,325
Tentative Tract Map 11-25 lots	each	\$14,789
Tentative Tract Map 26+ lots (per lot)	per lot	\$2,257
Final Map 1-4 lots	each	\$7,598

Final Map 5+ lots	each	\$8,639
Exception to Subdivision Ordinance	each	\$10,172
Lot Line Adjustment or Lot Merger	each	\$7,598
Certificate of Compliance	each	\$6,342
Planned Development		
Planned Development	each	\$40,323
Development Agreement	each	\$44,296
Development Fees		
Incentives Program Permit (Staff and Design Review Board review prior to application for Planning Commission action, does not include Use Permit Fee)	each	\$11,726
Accessory Dwelling Unit Permit	each	\$326
Home Occupation Permit	each	\$89
Zoning Clearance (Commercial)	each	\$573
Individual Business Sign Permit (as part of Master Sign Program)	each	\$89
Preliminary Review of Multi-Story Single Family Construction (RAD)	each	\$1,535
Unspecified or Research - hourly	per hour	\$227
Rebuild or Interpretation Letter	each	\$902
Fence Clearance	each	\$89
Residential Chicken Clearance	each	\$89
Honeybee Keeping Clearance	each	\$89
Goat Weed Abatement Permit	each	\$89
Unanimous Neighbor Consent Exception for Chickens and Bees	each	\$44
Zoning Information Form/Questionnaire	each	\$44
Permit Amendment/Time Extension	each	1/2 of current fee
Appeals - By nonapplicant	each	\$541
Appeals - By applicant	each	1/2 of current fee
Community Development Director	per hour	\$255
Planning Manager	per hour	\$196
Senior Planner	per hour	\$177
Assistant Planner	per hour	\$90
Massage Operator's Permit	each	\$544
Cannabis Operating Permit	Deposit account	as needed to cover cost of application
Inclusionary Zoning		
Inclusionary Zoning In-lieu Fee - 9 or more rental units	per habitable square foot	\$18
Inclusionary Zoning In-lieu Fee - 10 or more "for sale" units	per habitable square foot	\$22
Inclusionary Zoning In-lieu Fee for combined rental and "for sale" projects	To be determined by City Staff based on square footage of each type.	To be determined by City Staff based on square footage of each type.
Inclusionary Exemption Extension Application	per project	\$1,200
Inclusionary Monitoring: Rental	annually per project	\$1,500
Inclusionary Monitoring: Ownership	per project	\$2,500
Inclusionary Housing Agreement	per project	\$700
Design Review and Signs		
Residential - 1 unit and projects deemed minor by Planning Manager	each	\$853
Residential - 2 - 4 units	each	\$3,089
Residential - 5 - 10 units	each	\$5,123
Residential - 11+ units	each	\$7,643
Nonresidential - 1 - 2,500 s.f.	each	\$1,891

Nonresidential - 2,501 - 10,000 s.f.	each	\$3,773
Nonresidential - 10,000+ s.f.	each	\$6,597
Administrative Design Review	each	\$1,891
Permanent signs conforming to sign regulations	each	\$594
Temporary signs	each	\$55
Sidewalk Sign Permit (only)	each	\$55
Variances		
Variance - Residential	each	\$4,861
Variance - Nonresidential	each	\$7,332
Miscellaneous		
Pre-Application Review Meeting with Staff	each	\$0
Pre-Application Study Session with Planning Commission or Design Review Bord	each	\$4,072
Landscape Consultant or Design Consultant	each	Cost of consultant's time plus 30% administrative overhead
Document Library and Associated Fees		
Electronic Media-CD (of Plans etc.)	each	\$20
Laserfiche/Archiving	per page/sheet	\$3
Zoning Map	each	\$15
General Plan Map	each	\$15
Specific Plan	each	\$218
Urban Greening Plan	each	\$143
Active Transportation Plan	each	\$143
General Plan	each	\$50
Use Permits		
Use Permit Residential - 1 unit	each	\$1,990
Use Permit Residential - 2-4 units	each	\$3,334
Use Permit Residential - 5-10 units	each	\$4,226
Use Permit Residential - 11+ units	each	\$5,117
Use Permit Nonresidential - 1 - 2,500 s.f.	each	\$3,334
Use Permit Nonresidential - 2,501 - 10,000 s.f.	each	\$4,226
Use Permit Nonresidential - 10,000+ s.f.	each	\$5117
Administrative Use Permit	each	\$1,099
Administrative Use Permit - Keeping Animals (Title 7)	each	\$1,000
Temporary Use Permit	each	\$1,000
Code Enforcement		
Administrative Citation Fee		\$19

Note: Fees are based on the City's Cost Allocation Study to cover the cost of processing applications for all projects. The Planning Manager may determine a project to be unusually complex or time consuming and require a deposit at the time of application for estimated staff and consultant costs. If a standard fee has previously been paid, additional deposits may be required to cover extraordinary costs resulting from unforeseen complexities, delays or extra meetings. Hourly staff costs are based on employee wages and benefits, overhead, equipment and supervision, as determined by the City's Cost Allocation Study. Charges for third-party consultants will equal actual contract costs plus 30% administrative charge.

MISC BUILDING PERMIT FEES FOR PROJECTS REQUIRING A PLAN REVIEW

Building permit fees include inspection and permit issuance.

Plan review fees are calculated at a rate of 65 percent of the building permit fees and are in addition to the building permit fee

The fees below are per each occurrence or unit unless otherwise noted and include any associated plumbing, electrical, and/or mechanical work.

The following abbreviations are used:

sq.ft. = square feet l.f. = linear feet KW = kilowatt electric kWth = kilowatt thermal

PROJECT TYPES	FEE
MISCELLANEOUS PROJECTS	
Standard Hourly Rate	\$179
Antenna - residential HAM or CB	\$624
Equipment Container/Building (Prefab)	\$903
Free-standing cellular building, antenna, and building site	\$1,265
New cellular antenna and supporting equipment added to existing site	\$322
Light pole or telephone pole mounted cellular 5G equipment	\$206
Awning or Canopy	\$461
Commercial Coach (per unit)	\$602
Commercial Vapor Recovery Systems	\$586
Demolition – whole or partial when exterior walls are removed	\$342
Demolition surcharge when PCB mitigation is involved	\$247
Flagpole	\$365
ACCESSORY STRUCTURES	
Accessory Structure/Storage shed of 200 sq.ft. or less – unfinished interior and no MEP	\$579
Accessory Structure/Storage shed for each additional 100 sq.ft. > 200 sq.ft.	\$53
Carport not exceeding 400 sq.ft.	\$657
New Garage (detached or attached) 500 sq. ft. or less (unfinished inside and only 1 electrical circuit)	\$812
New Garage (detached or attached) per additional 100 sq.ft. > 501 sq. ft.	\$160
ACCESSORY DWELLING UNITS	
New attached or detached accessory dwelling units – each 300 sq.ft. or fraction thereof. Includes 1 kitchen and 1 bathroom.	\$1,481
Conversion of existing space into an accessory dwelling unit – each 300 sq.ft. or fraction thereof. Includes 1 kitchen and 1 bathroom.	\$1,065
New or conversion accessory dwelling units employing Universal Design will receive a 25% discount off the above ADU fees.	
ALTERATIONS/ADDITIONS/REPAIRS	
Room additions of 300 sq. ft. or less without engineered calculations without a kitchen or bathroom	\$1,071
Room addition of 300 sq. ft. or less with engineered calculations without a kitchen or bathroom	\$1,141
Room additions per additional 100 sq.ft. > 300 sq.ft. with or without engineered calculations.	\$286
Residential remodel 300 sq. ft. or less without kitchen or bathroom remodel	\$859
Each additional 100 sq. ft. of residential remodel > 300 sq.ft.	\$160
Kitchen or bathroom remodel	\$679
Each additional kitchen or bathroom remodel when work is done at the same time as the first	\$339
New bathroom or kitchen added to existing dwelling or new/existing accessory structure	\$700
New or remodel commercial bathroom	\$996
Miscellaneous bathroom/kitchen repair involving only 1 fixture with plan review	\$310
Foundation repair (non-engineered) of 100 linear feet or less	\$561
Foundation repair (engineered) of 100 linear feet or less	\$757

Each additional 100 lin. ft. foundation repair (engineered or non-engineered) exceeding the first 100 l.f..	\$160
Commercial and residential interior partitions not exceeding 30 linear feet	\$428
Each additional 30 lin. ft. of partition exceeding first 30 l.f.	\$103
New masonry fireplace when allowed by BAAQMD	\$714
Pre-fabricated metal fireplace that is EPA compliant	\$588
Fireplace demolition	\$428
Miscellaneous minor and structural repairs, alterations, dry rot/termite repairs of \$10,000 valuation or less and requiring plan review	\$681
Dry rot/termite damage, miscellaneous alterations, and structural repairs of greater than \$10,000 valuation must use Valuation Table as for new construction.	Use Valuation Table
Residential Drainage - French Drain/Sump Pump	\$365
Building permit fees include inspection and permit issuance.	
Plan review fees are calculated at a rate of 65 percent of the building permit fees and are in addition to the building permit fee	
The fees below are per each occurrence or unit unless otherwise noted and include any associated plumbing, electrical, and/or mechanical work.	
The following abbreviations are used:	
sq.ft. = square feet l.f. = linear feet KW = kilowatt electric kWth = kilowatt thermal	
PROJECT TYPES	FEE
DECKS, BALCONIES, PATIOS, PORCHES	
New decks and balconies not exceeding 100 sq.ft.	\$551
New decks and balconies not exceeding 500 sq.ft.	\$725
Each additional 100 sq. ft. of new deck or balcony exceeding 500 sq. ft.	\$239
Deck and balcony repairs of 100 sq. ft. or less	\$390
Deck and balcony repairs over 100 sq.ft and less than \$10,000 valuation	\$614
Deck and balcony repairs of greater than \$10,000 valuation must use the Valuation Table as for new construction.	Use Valuation Table
Covered porch	\$453
Patio or deck cover – wood or metal frame not exceeding 300 sq.ft.	\$459
Each additional 300 sq.ft. of patio or deck cover exceeding 300 sq.ft.	\$141
Patio room constructed of wood or metal frame not exceeding 300 sq.ft.	\$686
Each additional 300 sq.ft. of patio room exceeding the first 300 sq.ft.	\$334
ELECTRIC VEHICLE CHARGING	
Commercial electric vehicle charging station – one only	\$561
Each Commercial EV charging station when 2 to 4 are installed at the same site	\$284
Each Commercial EV charging station when 5 or more installed at the same site	\$189
FENCES	
Fences or free-standing non-masonry walls 6 to 10 ft. high and not exceeding 100 linear feet	\$400
Each additional 100 lin. ft. of 6 to 10 feet high non-masonry fences or free-standing walls exceeding the first 100 lin. ft.	\$125
Fences or free-standing masonry walls less than 10 feet high and not exceeding 100 linear feet	\$812
Each additional 100 lin. ft. of less than 10 feet high masonry free-standing fences or walls exceeding the first 100 lin. ft.	\$149
RETAINING WALLS	
Retaining Wall: Standard Design Non-Engineered not exceeding 50 linear feet	\$526
Each additional 50 l.f. non-engineered retaining wall exceeding 50 l.f.	\$129
Retaining Wall: Engineered 3-10' High not exceeding 50 linear feet	\$890

Each additional 50 l.f. eng. 3'-10' high retaining wall exceeding 50 l.f.	\$179
Retaining Wall: Engineered over 10' High retaining wall not exceeding 50 l.f.	\$1,141
Each additional 50 l.f. eng. over 10' high retaining wall exceeding 50 l.f.	\$258
ROOFS	
Roof structure replacement not exceeding 100 sq.ft.	\$428
Each additional 100 sq.ft. roof structure replacement exceeding 100 sq.ft.	\$97
SEISMIC IMPROVEMENT	
Engineered or non-engineered seismic retrofit/structural strengthening	\$553
Engineered or non-engineered seismic retrofit/structural strengthening when using Planset A or conforming to Existing Building Code appendix chapter A3	\$276
SIGNS	
Structural Signs such as monument or large signs attached to a building, etc.	\$553
Non-structural signs such as individual lettering attached to building, etc.	\$365
Additional fee for each illuminated sign	\$77
SOLAR ENERGY & BATTERY STORAGE	
Solar Photovoltaic up to 10 KW	\$250
Solar PV each 10KW or fraction thereof over 10 KW	\$250 + \$15 per KWth
Solar Thermal (solar water heating) up to 30 kWth	\$306
Solar Thermal each 30kWth or fraction thereof over first 30 kWth	\$153
Residential battery storage systems	\$265
STORAGE RACKS	
Storage Racks: 0-5' high not exceeding 100 l.f.	\$365
Storage Racks: Greater than 5 feet and up to 8 feet high not exceeding 100 l.f.	\$428
Storage Racks: Greater than 8 feet high and not exceeding 100 l.f.	\$526
Each additional 100 l.f. of storage regardless of height	\$129
Building permit fees include inspection and permit issuance.	
Plan review fees are calculated at a rate of 65 percent of the building permit fees and are in addition to the building permit fee	
The fees below are per each occurrence or unit unless otherwise noted and include any associated plumbing, electrical, and/or mechanical work.	
The following abbreviations are used:	
sq.ft. = square feet l.f. = linear feet KW = kilowatt electric kWth = kilowatt thermal	
PROJECT TYPES	FEE
SWIMMING POOLS, SPAS, HOT TUBS, SAUNAS	
Prefabricated Spa or Hot Tub	\$365
Sauna or Steam Room added to existing or new/addition construction	\$491
Swimming Pool - Residential	\$651
Swimming Pool – Commercial not exceeding 800 sq. ft.	\$1,392
Each additional 100 sq. ft. commercial pool exceeding 800 sq. ft.	\$160
TENANT IMPROVEMENTS	
Office tenant improvements – minimum for T.I. not exceeding 500 sq. ft.	\$1,787
Each additional 100 sq. ft. or fraction thereof of office T.I. exceeding 500 sq.ft.	\$156
Retail tenant improvements – minimum for T. I. not exceeding 500 sq. ft.	\$1,928
Each additional 100 sq.ft. or fraction thereof retail T.I. exceeding 500 sq.ft. and not exceeding 25,000 sq. ft.	\$113
Each additional 100 sq.ft. or fraction thereof retail T.I. exceeding 25,000 sq.ft.	\$54

Restaurant tenant improvement – minimum for T.I. not exceeding 750 sq.ft.	\$2,446
Each additional 100 sq.ft. or fraction thereof restaurant T.I. exceeding 750 sq.ft.	\$199
WINDOWS, SKYLIGHTS, DOORS	
New door cut into an existing wall	\$317
First replacement window or sliding glass door -structural with exterior surface break-out and/or frame modification	\$317
Each additional replacement structural window or sliding glass door when work is performed at the same time as the first	\$62
Skylights: New or replacement not exceeding 10 sq.ft.	\$235
Skylights: New or replacement and/or structural exceeding 10 sq.ft.	\$302

MISC BUILDING PERMIT FEES FOR PROJECTS NOT REQUIRING A PLAN REVIEW

The following Building Permit fees unless otherwise noted are for projects that are not associated with or require plan review. Per hour fees are for each hour or fraction thereof unless otherwise noted.

sq.ft. = square feet min. = minimum	Adopted FY 2021-22
MISCELLANEOUS PROJECTS/ITEMS	
Standard per hour rate for items not specifically covered in the fee schedule	\$158
Change-of or assigned-new address request	\$420
Earthquake mitigation inspection first hour	\$273
Earthquake mitigation inspection per hour after the first hour	\$158
Fire permit handling fee	\$105
Building permit renewal when within one year after expiration date	50% of original building fee
Building permit renewal when after one year after expiration date	100% of original building fee
Building permit re-inspection fee after 2 failed inspections of the same item(s)	\$158
Building permit re-inspection fee when nobody is on site for the inspection and it has not been cancelled ahead of the inspector's leaving the office.	\$158
Emergency non-scheduled emergency inspection call-out: per hour with a 4-hour minimum	\$158
Pre-arranged or scheduled after hours inspection paid in advance: per hour with a 2-hour minimum	\$155
Research – per half hour or fraction thereof	\$80
Minor revisions to issued, non-expired permits: per hour	\$261
Major revisions to issued non-expired permits: per hour with 3-hour min.	\$261
Additional plan review by consultant after the second re-check	1.5 times Consultant's fee
Additional plan review by City staff after 2 nd re-check: per hour	\$226
Supplemental plan review: per hour	\$226
Supplemental inspection or inspection request not related to an issued and active permit: per hour with one hour minimum	\$185
Soils review processing by City staff	\$105
Soils peer review by consultant	Consultant's fee to the City
FEMA flood zone review	\$589
New or replacement Certificate of Occupancy	\$263
Temporary Certificate of Occupancy: per 30-day period	\$263
ELECTRIC VEHICLE CHARGERS	
Residential electric vehicle level 1 or 2 charging station per each	\$267
MINOR REPAIRS AND ALTERATIONS	
Miscellaneous minor bathroom/kitchen repair – 1 fixture only	\$321
Miscellaneous minor repairs who PC and less than \$10,000 valuation	\$321
RE-ROOFS	
Miscellaneous roof repairs not exceeding 500 sq.ft.	\$321
Residential re-roof not exceeding 1,500 sq.ft.	\$426
Each additional 100 sq.ft. residential re-roof exceeding 1,500 sq.ft.	\$13
Commercial exceeding 5,000 sq.ft.	\$580
sq.ft. = square feet min. = minimum	
RE-ROOFS	
Commercial exceeding 5,000 sq.ft. and not exceeding 10,000 sq.ft.	\$812
Commercial exceeding 10,000 sq.ft. and not exceeding 20,000 sq.ft.	\$1,041
Commercial exceeding 20,000 sq.ft. and not exceeding 50,000 sq.ft.	\$1,348
Commercial exceeding 50,000 sq.ft. and not exceeding 100,000 sq.ft.	\$1,655

Commercial each 10,000 sq.ft. above 10,000 sq.ft.		\$273
SIDING AND STUCCO		
Siding new or replacement		\$350
Each additional 400 sq.ft. siding or fraction thereof over 400 sq.ft.		\$105
Stucco new or replacement		\$426
Each additional 400 sq.ft. stucco or fraction thereof over 400 sq.ft.		\$105
WINDOWS AND DOORS – NON-STRUCTURAL		
Door replacement not involving alterations to wall framing or exterior wall coverings		\$138
Window, sliding door, solar tube replacement – one only and no alterations to framing or exterior wall coverings		\$201
Multiple window, sliding door, solar tube replacements – first 5 with no alterations to framing or exterior wall coverings and all done at the same time		\$427
Multiple window, sliding door, solar tube replacements – each additional 5 or fraction thereof above the first 5 with no alterations to framing or exterior wall coverings and all done at the same time		\$78
RENTAL HOUSING INSPECTIONS		
Rental Housing Inspection: Single Family per unit		\$263
Rental Housing Inspection: Multi-family first unit		\$232
Rental Housing Inspection: Multi-family additional units after the first		\$132
Rental Housing Inspection: Reinspection after the first reinspection		\$80
Rental Housing Inspection: cancellation with less than 72-hour notice		50% of fee assessed
Rental Housing Inspection: late payment		10% of fee billed
OTHER MISCELLANEOUS FEES AND ASSESSMENTS		
Document imaging of plans, calculations, and other supporting documents		\$3/page
Continuing education		\$5/permit
Planning plan review when required	20% of combined building inspection and plan review with a minimum \$192 charge	
Public Works review when required	20% of combined building inspection and plan review with a minimum \$223 charge	
Public Works Engineering site inspection when required – per hour or fraction thereof		\$223/hour
Fire Department plan review when required		See Fire fee schedule
SPA Specific Plan maintenance fee – Construction of new residential units		\$206/unit
SPA Specific Plan maintenance fee – Additions to existing non-residential buildings per additional sq.ft.		\$0.19/sq.ft.

MECHANICAL, PLUMBING ELECTRICAL (MPE Permit Issuance Fees)

The following permit fee tables are for all stand alone Mechanical, Plumbing, and/or Electrical work that is not included in new construction or other projects listed on the miscellaneous fee schedule.

The permit issuance fee is to be added to each mechanical, plumbing, and/or electrical permit in addition to the fees listed below:

MPE fees effective 7/1/2021 to 6/30/2022

Item	Unit	FY2021-22 Fees
Permit Issuance Fee (applies to all MP&E permits)	each permit	\$132
MECHANICAL PERMIT FEES		
Stand alone Mechanical Plan Check	per hour or fraction thereof	\$232
Minimum Mechanical Permit for Miscellaneous Work	each	\$78
A/C (residential)	each	\$116
Furnaces (FAU, floor)	each	\$129
Heater (wall)	each	\$160
Appliance Vent/Chimney (only)	each	\$78
Refrigeration Compressor	each	\$116
Boiler - <2,000k BTU	each	\$129
Boiler - greater than 2,000k BTU	each	\$232
Chiller	each unit	\$116
Central Heating System - New (includes duct, gas piping, electric, etc.)	each	\$232
Fan Coil Unit	each	\$78
Heat Pump (package unit)	each	\$116
Heater (unit, radiant, etc.)	each	\$160
Air Handler w/ducts more to 10k CFM	each	\$78
Air Handler w/ducts more than 10k CFM	each	\$78
Duct Work only each outlet/register	each	\$40
Evaporative Cooler	each	\$78
Make-up Air System	each	\$116
Moisture Exhaust Duct (clothes dryer)	each	\$78
Variable Air Volume Box (including duct work)	each	\$116
Vent Fan (single duct)	each	\$78
Vent System	each	\$116
Exhaust Hood and Duct (residential)	each	\$78
Exhaust Hood - Type I (commercial grease hood)	each	\$154
Exhaust Hood - Type II (commercial steam hood)	each	\$116
Non-Residential Incinerator	each	\$385
Refrigerator Condenser Remote	each	\$232
Walk-In Box/Refrigerator Coil	each	\$116
Other Mechanical Inspections (min. 1/2 hr increments or fraction thereof)	per hour	\$191
PLUMBING / GAS PERMIT FEES		
Stand Alone Plumbing Plan Check	per hour or fraction thereof	\$232
Minimum Plumbing Permit for Miscellaneous Work	each	\$78

Fixtures (each three)	each 3 or fraction thereof	\$116
Gas System (one outlet)	one only	\$116
Gas System (first five outlets)	first five	\$154
Gas Outlets (each additional)	each above the first 5	\$26
Gas Test (stand alone or re-test)	each occurrence	\$116
Building Sewer	each	\$78
Grease Trap	each	\$116
Ejector Pump	each	\$116
Backflow Preventer (first five)	first five	\$116
Backflow Preventer (>5)	each above the first 5	\$26
Roof Drain - Rainwater System	each	\$78
Water Heater (new and replacements)	each	\$78
Water Pipe Repair/Replacement per dwelling unit	each	\$154
Water Service	each	\$78
Drain-Vent Repair/Alterations	each main or branch line	\$78
Drinking Fountain	each	\$78
Graywater Systems	each system	\$154
Swimming Pool Piping and Gas	each pool	\$232
Medical Gas System (each outlet)	each outlet	\$232
Sump Pump	each	\$116
Private Storm Drainage System (each inlet)	each inlet	\$78
Other Plumbing and Gas Inspections (min. 1/2 hr increments or fraction thereof)	per hour	\$191
ELECTRICAL PERMIT FEES		
Stand Alone Electrical Plan Check	per hour or fraction thereof	\$232
Minimum Electrical Permit for Miscellaneous Work	each	\$78
Single Phase Service (per 100 amps)	per 100 amps	\$78
Three Phase Service (per 100 amps)	per 100 amps	\$116
Electrical Subpanel with subfeed	each	\$78
15 or 20 amp circuits - first ten	first ten circuits	\$78
15 or 20 amp circuits - each additional	each add'l circuit > 10	\$13
25 to 40 amp circuits	each	\$78
50 to 175 amp circuits	each	\$78
200 amp and larger circuits	each	\$78
Temporary Service	each	\$78
Temporary Pole	each	\$78
Light Poles Commercial - first	first pole	\$321
Light Poles Commercial - additional	each add'l pole after the first	\$78
Pre-Inspection/consultation	each	\$116
Swimming Pool/Spa	each	\$155
Solar Photovoltaic Repairs	each	\$116
Generator Installation - Residential	each	\$356

Generator Installation - Commercial	each	\$517
Electrical Outlets (receptable & light fixture)	first ten	\$125
Electrical Outlets (each additional)	each add'l outlet after 1st 10	\$13
Other Electrical Inspections (min. 1/2 hr increments or fraction thereof)	per hour or fraction thereof	\$191

ADDITIONAL FEES - OTHER MANDATED BUILDING PERMITS

SMIP, CBSC, and STMP Fees are collected by, but not set by the City			
Construction Tax, ECMC 4.36.010		% of total permit fee	0.51%
for new construction and additions			
Art in Public Places, ECMC 13.50		% of project cost	1.02%
for projects \$250,000 or more			
Master Fee Schedule FY 2021-22			
Calif. Strong Motion Instrumentation Program			
SMIP	residential	const. value x .00013	
		(.50 minimum)	
	commercial	const. value x .00028	
		(.50 minimum)	
Calif. Building Standards Commission			
CBSC	\$1 - \$25,000 Permit Valuation		\$1.02
	\$25,001 - \$50,000		\$2.04
	\$50,001 - \$75,000		\$3.06
	\$75,001 - \$100,000		\$4.08
	Every \$25,000 or fraction above \$100,000		Add \$1
Type of Fee		Unit Basis	Adopted FY2021-22
STMP	single family residential		per dwelling unit \$5,881
	multi-family residential		per dwelling unit \$2,897
	senior housing		per dwelling unit \$1,588
	Hotel		per room \$3,764
	Retail		per square foot \$7.13
	Office		per square foot \$9.43
	industrial		per square foot \$6.01
	storage facility		per square foot \$0.82
	Other* (as determined by Public Works)		per AM peak hour trip \$7,948
Notes: *Applies to development projects that do not clearly conform to one of the defined residential or nonresidential categories and is likely to be applicable only in exceptional cases. In such cases, consult the STMP Administrative Guidelines.			
(**STMP & TIF are increased yearly based on the San Francisco region February ENR Construction Cost Index (SFCCI) increase as compared to the prior February rate.			
Transportation Impact Fee (as established by City Council Resolution No. 2018-70 on December 18, 2018 and Ordinance No. 2019-01 on January 15, 2019).			
TIF**	RESIDENTIAL		
	Single Family		per dwelling unit \$3,628
	Multi-Family		per dwelling unit \$2,539
	NONRESIDENTIAL		
	Commercial		per square foot \$4.89
Hotel/Motel		per square foot \$3.99	

	Office	per square foot	\$4.21
	Industrial	per square foot	\$2.65
	Other*	to be determined	

Note: * Applies to development projects that do not clearly conform to one of the defined residential or nonresidential categories and is likely to be applicable only in exceptional cases. In such cases, consult the Transportation Impact Fee Administrative Guidelines.

NEW CONSTRUCTION AND OTHER FEES BASED ON VALUATION

The following table is used to calculate permit (Issuance and Inspection) fees based on the valuation of all new residential, commercial, and industrial construction either not covered in or referenced by the Miscellaneous Building Permit Fee table. Valuation will be determined by the 1997 UBC Valuation Table and adjusted by the S.F. Bay Area Engineering News Record Construction Cost Index increase from 1997 to June 2020 or by actual contract price when the type of construction is not represented in the Valuation Table. Plan review is additional and is calculated at 65% of the established permit fee.

This schedule is effective 7/1/2021 to 6/30/2022

Valuation	Fee
\$1 to \$800	Minimum fee of \$131.56
\$801 to \$3,000	\$131.56 for the first \$800 plus \$11.64 for each additional \$100 valuation or fraction thereof, to and including \$3,000
\$3,001 to \$38,000	\$387.70 for the first \$3,000 plus \$51.59 for each additional \$1,000 valuation or fraction thereof, to and including \$38,000
\$38,001 to \$75,000	\$2,193.21 for the first \$38,000 plus \$38.13 for each additional \$1,000 valuation or fraction thereof, to and including \$75,000
\$75,001 to \$150,000	\$3,604.03 for the first \$75,000 plus \$26.13 for each additional \$1,000 valuation or fraction thereof, to and including \$150,000
\$150,001 to \$750,000	\$5,563.50 for the first \$150,000 plus \$20.90 for each additional \$1,000 valuation or fraction thereof, to and including \$750,000
\$750,000 to \$1,500,000	\$18,104.13 for the first \$750,000 plus \$17.73 for each additional \$1,000 valuation or fraction thereof, to and including \$1,500,000
\$1,500,001 to \$10,000,000	\$31,400.55 for the first \$1,500,000 plus \$15.18 for each additional \$1,000 valuation or fraction thereof, to and including \$10,000,000
\$10,000,001 and up	\$160,444.67 for the first \$10,000,000 plus \$6.79 for each additional \$1,000 valuation or fraction thereof

BUILDING VALUATION TABLE DATA

The following building valuation data are based on the 1997 *Uniform Building Code and adjusted*
with 1.835 S.F. Bay Area modifier based on ENR construction cost index 1997-2019

Occupancy and Type	per/sq ft	Fee	Occupancy and Type	per/s qft	Fee	Occupancy and Type	per/s qft	Fee	Occupancy and Type	per/sqft	Fee
APARTMENT BUILDINGS (R-2 OCC)			DWELLINGS R-3 OCC)			LIBRARIES (A-3 OCC)			RESTAURANTS (A-2, B OCC)		
Type I-A or II-A*		\$251	Type V-B - Wood Frame		\$212	Type I-A or II-A		\$267	Type III-A		\$224
Type V-A Masonry (or Type III)		\$204	Type V-B- Wood Frame (Engrd)		\$233	Type II-A		\$196	Type III -B		\$216
Type V-B - Wood Frame		\$188	Type V-B - Masonry		\$222	Type II -B		\$186	Type V-A		\$205
Type I Basement Garage		\$86	Basements			Type III-A		\$207	Type V-B		\$197
Type V-A		\$206	Semi Finished		\$53	Type III -B		\$197			
			Unfinished		\$41	Type V-A		\$195			
						Type V-B		\$186	SCHOOLS (E OCC)		
AUDITORIUMS (A-3 OCC)			FIRE STATIONS (Essential Services)						Type I-A & B		\$256
Type I or II-A		\$241	Type I-A or II-A		\$263				Type II-A		\$174
Type II-B		\$174				Type I-A or II-A*		\$274	Type III-A		\$186
			Type II -B		\$163	Type IIA		\$212	Type III -B		\$179
Type III -A		\$183	Type III-A		\$189	Type II -B		\$202	Type V-A		\$175
Type III -B		\$174	Type III -B		\$181	Type III-A		\$229	Type V-B		\$167
Type V-A		\$175	Type V-A		\$177	Type III -B		\$214			
Type V-B		\$164	Type V-B		\$168	Type V-A		\$207			
						Type V-B		\$200	SERVICE STATIONS (Special OCC)		
			Care Facilities (R-4, R-2.1, R-3.1 OCC)						Type II -B		\$155
BANKS (B OCC)			Type I-A or II-A		\$239				Type III-A		\$161
Type I-A or II-A*		\$340	Type II-A		\$239	Type I-A or II-A*		\$246	Type V-A		\$137
Type II-A		\$250	Type II -B		\$185	Type II-A		\$164	Canopies		\$64
Type II -B		\$243	Type III-A		\$202	Type II -B		\$157			
Type III-A		\$276	Type III -B		\$193	Type III-A		\$178			
Type III -B		\$267	Type V-A		\$195	Type III -B		\$170	STORES (M OCC)		
Type V-A		\$250	Type V-B		\$188	Type V-A		\$166	Type I-A or II-A*		\$189
Type V-B		\$240				Type V-B		\$157	Type II-A		\$126
			HOTELS AND MOTELS (R-1 OCC)						Type II -B		\$114
BOWLING ALLEYS (A-3 OCC)			Type I-A or II-A		\$232				Type III-A		\$141
Type II-A		\$117	Type III-A		\$201	Type V-B - Wood Frame		\$53	Type III -B		\$132
Type II -B		\$110	Type III -B		\$191	Type V-B - Masonry:		\$62	Type V-A		\$119
Type III-A		\$128	Type V-A		\$175	Carport		\$32	Type V-B		\$110
Type III -B		\$119	Type V-B		\$172						
Type V-A		\$86									
			INDUSTRIAL, FACTORIES (F-1, F-2 OCC)						THEATERS (A-1 OCC)		
CHURCHES (A-3 OCC)			Type I-A or II-A		\$131	Type I-A or II-A*		\$284	Type I-A or II-A		\$252
Type I-A or II-A		\$228				Type II-A		\$229	Type III-A		\$183
Type II-A		\$171	Type II -B		\$84	Type II -B		\$219	Type III -B		\$175
Type II -B		\$163	Type III-A		\$100	Type III-A		\$239	Type V-A		\$173
Type III-A		\$186	Type III -B		\$94	Type III -B		\$230	Type V-B		\$164
Type III -B		\$178	Tilt-Up		\$69	Type V-A		\$218			
Type V-A		\$174	Type V-A		\$94	Type V-B		\$211			

Type V-B	\$164	Type V-B	\$86					WAREHOUSES (S1, S2)***	
							PUBLIC GARAGES (S2)	Type I-A or II-A	\$114
CONVALESCENT HOSPITALS (I-2 OCC)		JAILS:		Type I-A or II-A*	\$113	Type V-A			\$68
Type I-A or II-A*	\$319	Type I-A or II-A	\$366	Type I-A or II-B Open Parking*	\$84	Type II-B or V-B			\$63
Type II-A	\$222	Type III-A	\$334	Type II -N	\$64	Type III-A			\$76
Type III-A	\$227	Type V-A	\$251	Type III 1-Hour	\$85	Type III -B			\$73
Type V-A	\$214			Type III -N	\$76				
				Type V 1-Hour	\$78				

*Add 0.5 percent to total cost for each story over 3

*** Deduct 11 percent for mini-warehouses

** Deduct 20 percent for shell only buildings

Effective 7/22/2021 to 6/30/2022

Increases are based on the Engineering News Record Construction Cost Index increase for the San Francisco Bay Area as of June of each year.