

**MASTER FEE SCHEDULE
EFFECTIVE JULY 1, 2019**

GENERAL ADMINISTRATIVE SERVICES

Passport Photos	\$15.00
Passport Execution Fee	\$35.00
Copying (8 ½ x 11)	\$.40 1st page \$.25 thereafter
Copying (8 1/2 x 14)	\$.65 1st page \$.50 thereafter
Copying (11 x 17 or color copies)	\$1.00 1st page \$.75 thereafter
Promotional Materials	Cost + 10%
Return check fee	\$25/\$35 \$25 for 1 st returned check, \$35 for subsequent
Zoning / subdivision map	Time & materials charge
General Plan Copy	Time & materials charge
Subpoena Services	\$24 per hour plus \$.10 per page
Subpoena Witness Fees	\$275 plus \$.575 per mile travel
Research & information services	Time & materials charge
Administrative hearing	Time & materials charge
Administrative penalty citation	\$100 for 1 st citation in one year, \$200 and \$500 for subsequent citations in one year
Copy of meeting on flash drive	Varies, fee is cost of recording media only

Filing Fee for Notice of Intent to Circulate an Initiative Petition	\$200 deposit. Deposit is refunded if, within one year of the date of filing the notice of intent, the elections official certifies the sufficiency of the petition
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Business License Annual License	\$100 plus \$10 per full time equivalent employee
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Transfer of license or location	\$10
Lost license/duplicate license	\$10

*For businesses opening after the start of the fiscal year the annual license is pro-rated by quarters

PLANNING DEPARTMENT SERVICES

Variances	\$2,900 Deposit Time & materials charge
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Conditional Use Permit	\$3,500 Deposit Time & materials charge
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Zoning Administrator Fees for Conditional Use Permit or Variance	\$649
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Sign Permit Fees:	
Administrative Approval	\$81
Planning Commission Approval	\$406

Development Plans/Design Reviews:	
Zoning Administrator Review repaint/re-façade	\$162

Zoning Administrator Review - All others	\$1,215
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Planning Commission/City Council Review - Minor (ZA referrals, significant painting/facades)	\$2,400 Deposit Time & materials charge
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Planning Commission/City Council Review - Major (Tent. Map- Homes, New Commercial/Industrial Construction)	\$4,000 Deposit Time & materials charge
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SUBDIVISIONS:	
Major subdivision	\$12,000 plus \$100 per lot/unit over 50

Parcel Maps	\$5,500 Deposit Time & materials charge
Reversion to acreage	\$1,900 Deposit Time & materials charge
Condo conversion tentative map	\$7,000 plus \$100 per lot/unit
Rezoning	\$6,500 Deposit Time & materials charge
General and Specific Plans	
Preliminary Review "Merit" Review for Applicant	\$2,000 Deposit Time & materials charge
Completion of Review – In house completion	\$10,000 Time & materials charge
Completion of Review – Consultant	Contract + 25%
Appeals:	
Applicant Appeal	\$1,500 Deposit Time & Materials charge
Neighbor/Non Applicant Appeal	\$109
Administrative Permit Extension	\$162
Public Hearing Permit Extension	\$1,000 Deposit Time & Materials charge
Trees:	
Application to destroy, cut down or remove protected tree	\$450 per tree Only charged if not part of a project
Appeal of decision to destroy, cut down or remove protected tree	\$140
Zoning Verification letter	\$50
Additional HCP Application Review Fee (for applicable projects)	\$700 Deposit Time & materials charge
Geologic Review	Contract + 25%
Gun ordinance annual license	\$219
Home Occupation Permit	\$109

Large Family Day Care	\$244
Mobile Vendor	\$129
Development Agreements:	
Preliminary Review (“Merit” Review for applicant	\$500
Completion of Review	\$3,000 Deposit
	Time & materials charge
Construction and Debris Plan (Solid Waste Diversion	\$41
Residential Density Bonus Review	\$1,400 Deposit
	Time & materials charge

PUBLIC WORKS/ENGINEERING

Encroachment Permits:	
Small Encroachment Permits:	
Concrete Driveway/Pathway Addition	\$387
(back of sidewalk)	
General Encroachment Permit	\$467
Tree Removal	\$160
Debris Box/Storage Container	\$105
Pool	\$227
All Fees includes inspection + current USA fees	
Large Encroachment Permits:	
Large Permit <= \$10,000	\$1,391
Large Permit > \$10,000	Based on estimate, Time and materials charge
Utility company or district project	Time & materials charge
No inspection notification for permitted work	\$455 + inspection fees
Miscellaneous Road Permit Applications:	
House Move Review	\$613
House Move Inspection	\$230
Extra Legal Load	\$16
	\$16 set by State; or \$100 per year + \$100 security deposit
Road Closure Permit Ext/Mod (Major Utility Project)	\$3,135
Temporary Road Closures, Construction, Special Events:	

Non-Profit applicant	\$57
All Others	\$799
Subdivision Monument Checking	
1 - 2 Monuments	\$532
3 - 5 Monuments	\$647
6 - 9 Monuments	\$762
10 or more new monuments	\$877 plus \$66 per monument over 10
Error resolution / Discussion	\$1,026
Map Checking	
Final map	\$6,500 + \$34/lot
Parcel Map	\$3,000 + \$34/lot
Base map revision	\$834 + county fee
Certificate of correction review	\$1,500
Amended map revision	\$1,500 + \$34/lot
Road Vacations:	
Map Exists	\$2,302
No map exists	\$2,302
Road Miscellaneous	
Road Name change – Public Road	\$1,602 + \$265 For 1 intersection + \$64>1
Address Change/Private Road Name Change	\$801
Public Improvement Plan Review	
Plan review	
\$25,000 or less	\$4,000 + 8% of improvements
\$25,000 - \$50,000	\$6,000 + 6% of improvements
\$50,001 or more	\$7,500 + 2% of improvements over \$50,000
Landscaping plan review (Parks Department)	\$2,000 + 2% of improvements
Commercial Site Plan Review	\$7,500 + 2% of improvements
C.3 Compliance Review	\$4,200
Bridges or major structures	\$15,000 + 6% of improvements
Related Review:	
Drainage review (no improvement plans)	\$2,400
Condition of approval compliance check (no improvement plans)	\$2,000
Certificate of compliance	\$2,800
Lot line adjustment	\$3,900
Public Improvement Inspection	
\$100,000 or less	\$6,000 + 6.5% of improvements
\$100,001 or more	\$15,000 + 4.5% of improvements over \$100,000
Commercial Site Plan Inspection	\$6,500 + 2% of improvements
Bridges or major structures	\$14,000 + 7% of improvements
Landscaping (Parks Department)	\$3,500 + 8% of improvements

Floodplain Management	
Flood zone determination – office review`	\$80/lot \$402 max for adjacent lots
Flood zone determination - Field visit review	\$432 + \$67/lot \$734 max for adjacent lots
Floodplain management compliance	\$48
Floodplain permit application	\$2,000 deposit
Floodplain base map revision	\$56/lot
Floodplain map amendments	\$2,000 deposit
Grading:	
Plan review:	
\$100,000 or less	\$3,000 + 3% of improvement value
\$100,001 or more	\$4,000 + 1% over \$100,000
Inspection:	
\$100,000 or less	\$5,000
\$100,001 or more	\$6,000 + 1% over \$100,000
Stock Pile Permit	\$2,700

POLICE SERVICES

Abandoned Vehicle	No charge
ABC Permit	\$50
Accident Report –property damage only	\$5
Accident Report – Injury (1-20/20+ extensive	\$5
Photos to CD	\$25
Booking Fee	\$564
Citation Sign Off/vehicle Inspection	
Resident	No Charge
Non-Resident	\$39
Clearance Letters	
Resident	\$12
Non-Resident	\$25
Concealed Weapons Fee:	
Initial Fee (plus State fingerprinting Processing fee)	\$450 plus Current DOJ fees
Renewal (plus State processing fee)	\$75 plus current DOJ fees
Crime Reports	\$5
DUI Emergency response recovery cost recovery	Actual cost for staff, equipment, lab work
False alarm response (more than 2 in 30 days	\$100
Livescan applicant fingerprinting/Rolling Fee	\$21+ current DOJ fees

Gun Storage Services pursuant to Court orders	
Administrative processing fee (per incident)	\$12
Storage Fee/month or fraction thereof per gun	\$5
Parties & nuisances – subsequent calls for service	Hourly charge \$415 minimum
Review of Local Criminal History	\$25
Rotational Tow Application Fee	\$350
Special event permit – No ABC liquor license letter required	\$411
Special event permit – non-profit with or without ABC letter	\$411
Second hand dealer/pawn shop	\$165 plus current DOJ fee
Solicitor/Peddler permit	\$245
Subpoena duces tecum (Per EC 1563)	\$24/hour + \$.10 per page
Production of documents only	\$15
Appearance request (officer/records)	\$275
Vehicle Abatement	\$492
Vehicle Repossession (VIN verification charge (individuals only))	\$15
Stored vehicle release –recovered stolen vehicle	No charge
Stored vehicle release	\$100

SPECIAL PERMITS & LICENSES

Adult Business Permit	\$1,704
Massage Parlor Permit	\$1,196
Masseuse Permit	\$364
Bingo License	
New	\$50
Renewal	\$10
Public Dance License	\$406

Sound Amplification License	\$406
Taxicab Owner Permit	\$316
Taxicab Driver Permit	\$316

SCHEDULE OF CONSTRUCTION PERMIT FEES

A. BUILDING FEES

<u>Total Valuation</u>	Fee
\$1.00 to \$2,000.00	\$69.25
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,000.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and UP	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

Other Inspections and Fees:

1. Inspections outside of normal business hours per hour
(minimum charge – two hours) \$69.25
2. Re-inspection fees assessed under provisions of Section 305.8 per hour \$69.25

3. Inspections for which no fee is specifically indicated per hour \$69.25
4. Additional plan review required by changes, additions or revisions to plans \$78.50
5. For use of outside consultants for plan checking and inspections, or both---Actual costs
6. Energy compliance fee: Equal to 25% of the Building fee applicable on all structures with heaters or any conditioned space
7. Access Compliance fees: Equal to 25% of the Building fee applicable on all buildings except residential use buildings with fewer than four (4) dwelling units.

BUILDING VALUATION DATA SUPPLEMENT

The work listed in this supplement shall be valued based on the gross square footage of the work, or where noted, as a lump sum. Where actual costs are higher, those costs shall be used for the valuation.

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| 1. | Residential addition | \$ 94.80 Sq. Ft. |
| 2. | Residential remodel (to existing floor area) | By Value |
| 3. | Residential use conversion from garage | By Value |
| 4. | Sun room with 60% glazing, cabanas, other similar structures if conditioned space and Integrated with main Structure | \$18.65 Sq. Ft. |
| 5. | Patio cover | By Value |
| 6. | Deck | \$13.56 Sq.Ft. |
| | With Cover | By Value |
| 7. | Retaining wall | By Value |
| 8. | Freestanding fence | By Value |
| 10. | Portable Doughboy Pools or Portable Spa | \$156.16 |
| | (Electrical only) | Includes Applicable City Fees |
| | With Gazebo or Decking | By Value |
| 11. | Remodel or tenant improvement work in commercial buildings | By Value |

12.	Re-roofing-Single Family or Duplex	\$178.80
		Includes Applicable City Fees
	Commercial Building Re-roof	By Value
13.	Pre Fabricated home on permanent foundation (Use minimum Electrical, Mechanical, and Plumbing Inspection Fees)	By Value
14.	Moved building	By Value

B. ELECTRICAL INSPECTION FEES

1. New dwelling	15% of the Building Permit Fee
2. Addition or alteration to dwelling unit	20% of the Building Permit Fees, \$69.25 minimum
3. New Commercial building	25% of the Building Permit Fee, \$69.25 minimum
4. Shell building	25% of the Building Permit Fee, \$69.25 minimum
5. Commercial alterations & tenant improvements	20% of the Building Permit Fee, \$69.25 minimum
6. Electrical Permit	\$69.25 minimum. See * note.

*An electrical permit is required for all electrical work regulated by the Electrical Code. Fees for work not included in items 1-5 above shall be calculated using Building Fees and based on the contract amount of the electrical work. Where such electrical work is performed in conjunction with a building permit, the fee may be added to that permit, and a separate electrical permit is required.

C. MECHANICAL INSPECTION FEES

I .New dwelling	10% of the Building Permit Fee
2. Addition or alteration to dwelling unit	15% of the Building Permit Fee, \$69.25 minimum
3. New commercial building	15% of the Building Permit Fee, \$69.25 minimum

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|---|---|
| 4. Shell building | 15% of the Building Permit Fee, \$69.25 minimum |
| 5. Commercial alterations & tenant improvements | 10% of the Building Permit Fee, \$69.25 minimum |
| 6. Mechanical Permit | \$69.25 minimum. See * note below |

A mechanical permit is required for all mechanical work regulated by the Mechanical Code. Fees for work not included in Items 1-5 above shall be calculated using Building Fees and based on the contract amount of the mechanical work. Where such mechanical work is performed in conjunction a building permit, the fee may be added to that permit, and a separate mechanical permit is not required.

D. PLUMBING INSPECTION FEES

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| 1. New dwelling | 15% of the Building Permit Fee |
| 2. Addition or alteration to dwelling unit | 20% of the Building Permit Fee \$69.25 minimum |
| 3. New commercial building | 20% of the Building Permit Fee \$69.25 minimum |
| 4. Shell building | 20% of Building Permit Fee, \$69.25 minimum |
| 5. Commercial alterations & Tenant Improvements | 15% of the Building Permit Fee improvements \$69.25 minimum |
| 6. Plumbing Permit | \$69.25 minimum. See * note below |

* A plumbing permit is required for all plumbing work regulated by the Plumbing Code. Fees for work not included in Items 1-5 above shall be calculated using Building Fees and based on the contract amount of the plumbing work. Where such plumbing work performed in conjunction a building permit, the fee may be added to that permit, and separate plumbing permit is not required.

E. MISCELLANEOUS FEES

1. Re inspections. When return trips to the site by an inspector are necessary as specified below a re-inspection fee shall be charged in the amount of \$69.25 per hour.

2. Owner-requested inspection of an existing building. The fee shall be based on an hourly rate @ \$69.25 per hour, with a 1 hour minimum. If overtime is required the rate shall be \$207.75 per hour with a 1 hr minimum.

3. Inspection for Change of Occupancy. The fee shall be based on an hourly rate @ \$80.00 per hour with a 1 hour minimum

4. Investigation of work without permit. When a Stop Work Notice is issued for work being performed without permits or performed beyond the scope of existing permits, a special investigation and inspection shall be made before permits may be issued for such work. An investigation fee shall be charged equal to two times the amount of all permits fees required by this ordinance, with a minimum of \$125.00. The fee is additive to the permit fees. This provision shall not apply to emergency work when it can be proven to the satisfaction of Building Official that such work was urgently necessary, that it was not practical to obtain a permit before the work was commenced, and that a permit was applied for as soon as practical.

PERMIT PROCESSING AND ISSUANCE PROGRAM

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|---------------------------------|---|
| A. Plan Review | 65% of Building Permit Fee. Applicable when plans are <u>required beyond a plot or site plan</u> . |
| B. Permit Review and Processing | 25% of Building Permit Fee. (Subsequent houses also). Applicable when review for compliance can be determined through a plot or site plan, or references to a master plan previously reviewed and approved by the department (\$78.50 per hour minimum). |
| C. Additional Processing | Applicable when additional plan review is required due to: 1) incomplete or unacceptable follow-through by applicant on deficiencies found in the initial plan review; 2) significant revisions submitted after plan review is well underway; or 3) revisions submitted during construction to reflect field changes. Fees for such reviews shall be at \$78.50 per hour. |

CONSTRUCTION INSPECTION PROGRAM

A. Building Inspection

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| 1. Building Permit | The Building Permit fee shall be as set forth in the Fee Schedule (Table No. 1-A) |
| 2. Energy Compliance | 25% of Building Permit or processing fees. Applicable on all structures with heated or air conditioned space. |
| 3. Accessibility | 25% of Building Permit or processing fees. Applicable on all building permits except residential use buildings with fewer than 4 dwelling units. |
- B. State of California Earthquake Assessment Fee
- Residential: .10 per each \$1,000 building Valuation.
Commercial: .21 per each \$1,000 building Valuation.

F. ADMINISTRATION AND OVERHEAD COSTS; ACTUAL COSTS

1. City of Oakley administrative and overhead costs are equal to 27% of all Construction Permit Fees. The City's administrative and overhead costs shall be included in the total amount charged for all Building Inspection Department services in a manner prescribed by the Building Inspection Department.
2. Actual costs include the City's administrative and overhead costs.

Section 2: Valuation

The determination of value or valuation under any provisions of the City Building Code shall be made by the Building Official. The total valuation to be used with the Fee Schedule shall be determined using the Building Valuation Data contained in the Building Standards magazine, published by the International Conference of Building Officials, Whittier, California. The data in the March-April issue of each year shall be used for the ensuing fiscal year. Work not listed in the Building Valuation Data shall be valued per the Building Valuation Data Supplement.

The valuation to be used in computing Construction Permit Fees shall be the total valuation of all construction work for which the permit is issued, as well as all finish work, painting, roofing, mechanical, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanently installed equipment.

For industrial facilities, the value of process equipment and heavy machinery supported by the structure or by its own foundation shall be included. Contractor overhead and profit shall be included.

The valuation of grading, retaining walls, paving and other site work, and any demolition work, shall be included unless such work was included in other permits issued by the Building Inspection Department.

The valuation data is used to establish consistent criteria for calculating permit fees, and the calculated total valuation does not necessarily reflect actual costs. The County Assessor does not rely on these costs, but performs independent assessments of the permitted work.

DEVELOPMENT IMPACT FEES

Residential Development Impact Fees:

Fee Type	Single Family (per Unit)	Multi-Family (per Unit)	Secondary Dwelling Unit
Oakley Traffic	\$12,406.33	\$7,568.12	\$3,557.02
RTDIM (Regional Traffic) (to be adjusted 1/1/2018)	18,871.85	11,584.70	5,444.81
Park Acquisition	913.39	596.94	280.56
Park Improvement	7,936.97	5,186.52	2,437.66
Public Facilities	3,436.21	2,250.44	1,057.71
East County Fire Protection District	749.00	468.00	219.96
Total	\$44,313.75	\$27,654.72	\$12,997.72

Commercial Development Impact Fees:

Fee Type	Commercial (per 1,000 sf)	Commercial Recreation (per 1,000 sf)	Business Park (per 1,000 sf)
Oakley Traffic	\$3,275.27	\$4,391.69	\$7,517.78
RTDIM (Regional Traffic) (to be adjusted 1/1/2018)	1,848.30	1,848.30	1,605.90
Park Acquisition	0	0	0
Park Improvement	0	0	0
Public Facilities	507.52	405.68	1,013.36
Total	\$5,631.09	\$6,645.67	\$10,137.04

Other Development Impact Fees

Fee Type	Light Industrial (per 1,000 sf)	Utility Energy (per 1,000 sf)	Other (as noted)
Oakley Traffic	\$4,391.69	\$4,391.69	\$12,406.33 (per peak hour trip)
RTDIM (Regional Traffic) (to be adjusted 1/1/2018)	1,605.90	1,605.90	\$22,203.83 (per peak hour trip)
Park Acquisition	0	0	0
Park Improvement	0	0	0
Public Facilities	430.72	430.72	
East Count Fire Protection District			\$452.00 per mobile home
General Plan			\$300.00 per gross acre
South Oakley Infra Plan			\$352.00 per gross acre

Additional fees may be required by outside agencies, such as sewer, water, school impact, and drainage fees. The following agencies may charge additional fee amounts. Some outside agency fees may be collected by the City and transferred to the applicable agency.

Ironhouse Sanitary District – sewer connection fees

Diablo Water District – water connection fees

Contra Costa County Flood Control and Water Conservation District – drainage impact fees

Oakley Elementary Union School District- school impact fees for all parcels east of Empire Avenue.

Liberty Union High School District – school impact fees for all parcels east of Empire Avenue.

Antioch Unified School District – school impact fees for all parcels west of Empire Avenue

Contra Costa Environmental Health – information on wells and septic systems.

CODE ENFORCEMENT

Annual Rental Registration & Inspection fee	\$108*
Fee for property not inhabited by tenants or vacant and not listed for rent on January 1 st of each calendar year will be prorated on a monthly basis	
Re-Inspection Fee	\$112

Non Compliance for Failure to Register & Pay Fee/Code Enforcement Violations:

First Citation	\$100
Second Citation	\$200
Third Citation	\$500

Administrative penalty citation for Building and Safety Codes

First Citation	\$130
Second Violation of the same ordinance within one year	\$700
Each additional violation of the same year within one year of first	\$1,300

Rental Property Owners failing to register and pay the annual fee by January 31st of the calendar year or within 30 days of renting the property will be issued an Administrative Citation.

Administrative Citations are in addition to the Rental Registration and Inspection Fee and any other citations issued for Building and/or Code Enforcement violations.

PARKS & RECREATION

- USER GROUPS**
- Group 1: Oakley Resident and Oakley Based Non Profits
 - Group 2: Non-Resident and Non-Oakley Based Non Profits
 - Group 3: Community Partner
 - Group 4: Private Business, Group or Organizations

PICNIC AREA AND SPORTS FIELDS FEES:

Facilities	Group 1	Group 2	Group 3	Group 4
Sports Area	\$7- hour	\$17- hour	*	\$40 - hour
Creekside and Nunn Wilson Park Group Picnic Areas (up to 100 people)	\$100 - day	\$125 - day	*	\$200 - day
Crockett and Summer Lake Park Group Picnic Areas (under 50 people)	\$75 - day	\$100 - day	*	\$150 - day

A \$150 damage deposit is due at the time of application to reserve any park or sports area.

RECREATION CENTER FEES:

Facilities	Group 1	Group 2	Group 3	Group 4
Oakley Recreation Building Studio 1 Only available for parties with 50 or less people Monday - Thursday	\$55	\$75	As outlined in individual agreements	\$100
Recreation Center Great Room Add on Kitchen to full room rental or side A for \$100	Mon -Thu \$150 Friday – Sunday \$225	Mon – Thu \$175 Friday – Sunday \$250	As outlined in individual agreements	Mon – Thu \$225 Friday – Sunday \$300
Recreation Center Side A or Side B Add on Kitchen to full room rental or side A for \$100	Mon – Thu \$75 Friday – Sunday \$115	Mon – Thu \$100 Friday – Sunday \$135	As outlined in individual agreements	Mon – Thu \$125 Friday – Sunday \$150
Kitchen	Available Mon – Friday on \$50 per hour			

- Recreation Center Deposit \$250, insurance required on all rentals. *Large events and events serving alcohol will require \$500 deposit and security

CIVIC ENTER PARK STAGE & AMPITHEATER

Temporary Use Permit	\$100 application fee + \$500 deposit
Special Event/Road Closure Permit (if required)	\$50 application fee*
Park Rental Fee	\$250 per day

*Additional fees may apply based on the nature of your event

Recreation Class Cancellation Fee

\$38 maximum or class fee if cancelled within 2 weeks of the first class