

**CITY OF CLAYTON
FEE SCHEDULE 2011-2012**

Reso. No. 35 - 2011 Exhibit A
Adopted 8/16/11

DEPARTMENT	City of Clayton Fee Schedule	Proposed FY 11-12 Fee
COMMUNITY DEVELOPMENT DEPARTMENT		
Annexations		
Annexation	Time - \$5,000 mininum deposit	
General Plan /Zoning Ordinance Amendments		
General Plan Map or Text Amendment	Time - \$5,000 mininum deposit	
Pre- Zoning / Re-zoning	Time - \$5,000 mininum deposit	
Zoning Ordinance Text Amendment	Time - \$5,000 mininum deposit	
Site Plans / Development Plans	Time - \$5,000 mininum deposit	
Site Plan Review Permit - Residential	Time - \$1,000 mininum deposit	
Site Plan Review Permit - Residential Amendment	Time - \$1,000 mininum deposit	
Site Plan Review Permit - Non- Residential	Time - \$5,000 mininum deposit	
Site Plan Review Permit - Non Residential Amendment	Time - \$2,000 mininum deposit	
Development Plan	Time - \$5,000 mininum deposit	
Subdivisions		
Tentative Subdivision Map Application	Time - \$5000 mininum deposit	
Lot Line Adjustment	Time - \$1000 mininum deposit	
Lot Merger	Time - \$2,000 mininum deposit	
Parcel Maps		
Tentative Parcel Map Application	Time - \$2000 mininum deposit	
Environmental Review		
Environmental Impact Report	Time - \$5,000 mininum deposit	
Negative Declaration with Mitigations (Mitigated Neg Dec)	Time - \$2,500 mininum deposit	Time - \$2,500 mininum deposit
Negative Declaration with out Mitigations	Time - \$1,500 mininum deposit	Time - \$1,500 mininum deposit
Mitigation Monitoring Plan	Included with Neg Dec/ Mitigated Neg Dec/EIR	
Catergorical Exemption	no charge - unless document needs County recording	
Permits		
Home Occupation Permit - Administrative Review		\$ 154.00
Home Occupation Permit - Planning Commission Review	Time - \$500 mininum deposit	
Use Permit - Fences Administrative Review		\$ 154.00
Use Permit - Residential - Planning Commission Review	Time - \$1000 mininum deposit	
Use Permit - Non- Residential - Planning Commission Review	Time - \$5000 mininum deposit	
Temporary Use Permit - Administrative Review		\$ 154.00
Temporary Use Permit - Planning Commission Review	Time \$500 mininum deposit	
Sign Permit - Administrafive Review		\$ 51.00
Sign Permit - Planning Commission Review	Time - \$1,000 mininum deposit	

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Temporary Storage Permit		\$ 51.00
Second Dwelling Unit Permit- Administrative Review		\$ 257.00
Tree Removal Permit - Administrative Review without notice	\$10/tree - Minimum \$30	\$ 31.00
Tree Removal Permit - Administrative Review with Notice	\$50/tree - Minimum \$100	\$ 103.00
Tree Removal Permit - Planning Commission Review	Time - \$500 minimum deposit	
Tree Replacement In-Lieu Fee	per 24" box tree (code sect.15.70.040 - F &15.70.55)	\$ 800.00
Building Moving Permit	Time - \$1000 minimum deposit	
Noise Permit - Administrative Review		\$ 154.00
Outdoor Seating Permit (17.24.020 -H/Standard Policy No 3)		\$ 81.00
Micellaneous		
Variance - Residential	Time - \$1000 minimum deposit	
Variance - Non - Residential	Time - \$5000 minimum deposit	
Appeal - Administrative Decisions		\$ 51.00
Appeal - Planning Commission Decisions - Residential		\$ 257.00
Appeal - Planning Commission Decisions - Non - Residential		\$ 514.00
Time Extension Request	Time - \$500 minimum deposit	
Contract Administration	Time - \$1000 minimum deposit	
Large Family Day Care Home Permit	Time - \$500 minimum deposit	
Pre- Application Consultation Deposit	Time - \$1000 minimum deposit	
Construction and Demolition (C&D) Recycling Plans		
Mgmt Plan Deposit - Single Family	\$2,000 plus \$1/sq foot over 2,000 sq feet	
Permit processing Fee - Single Family		\$ 134.00
Permit processing Fee -commercial		\$ 268.00
Mgmt Plan Deposit - subdivision and commercial	\$2,000 plus \$1/sq foot over 2,000 sq feet	
Habitat Conservation Area Compliance		
Habitat Conservation Plan/Natural CC Plan	Time - \$1000 minimum deposit	

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CITY ENGINEERING DEPARTMENT		
Bid or Plan Sets	Actual Cost	
Subdivisions		
Final Map Filing Fee	\$500/map	\$ 514.00
Final Map Checking Fee	Time - \$2500 minimum deposit	
Construction Plans Checking	Time - \$2500 minimum deposit	
Construction Inspection Fee - Public Improvements	9% of Bond Estimates	
Construction Inspection Fee - Private Improvements	9% of Bond Estimates	
Construction Inspection Fee - Sanitary Sewer	3% of Bond Estimates	
Parcel Maps		
Final Parcel map Filing Fee	\$100/map	\$ 103.00
Final Parcel map Plan Checking Fee	Time - \$1000 minimum deposit	
Construction Plan Checking Fee	Time - \$1000 minimum deposit	
Construction Inspection Fee - Public Improvements	9% of Bond Estimates	
Construction Inspection Fee - Private Improvements	9% of Bond Estimates	
Construction Inspection Fee - Sanitary Sewer	3% of Bond Estimates	
Grading		
Grading Permit Filing Fee	\$150 / permit	\$ 154.00
Grading Permit Plan Check	Time - \$1000 minimum deposit	
Grading Inspection	Time - \$1000 minimum deposit	
Minor Encroachment Permits		
Pools, driveways, minor concrete repair	\$75 / permit	\$ 77.00
Major Encroachment Permits		
Major Encroachment Permit		\$ 51.00
Major Plan Check	Time- \$2500 minimum deposit	
Major Inspection	Time - \$2500 minimum deposit	
Cash Bond Major Encroachments (may be surety if more than \$10,000)	Per City Engineer	

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STORMWATER INSPECTION PERMITS		
Construction permit		
Minor - project that does not disturb ground (interior remodels etc)	\$100/permit + Time- \$500 deposit	\$ 103.00
Standard - pools, driveways, minor concrete repairs, room additions	\$125/permit + Time - \$2000 minimum deposit	\$ 129.00
Major projects	Time - \$5000 minimum deposit	
Post construction		
post construction Annual Verification Inspection - individual single family lot	per lot	\$ 165.00
post construction Annual Verification Inspection - single family HOA	per HOA for up to 10 lots	per HOA up to 10 lots; + \$50 per each addtl lot
post construction Annual Verification Inspection - Commerical	\$100/acre (with minimum of \$100)	\$165/acre (minimum of \$165)
Documentation Compliance Review Fee - individual single family lot	per lot	\$ 165.00
Documentation Compliance Review Fee - HOA	per HOA	per HOA up to 10 lots; + \$50 per each addtl lot
Documentation Compliance Reveiw Fee - Commerical	per acre	\$ 165per acre (with minimum of \$165)
Annual State Reporting preparation/filing Fee - Individual single family lot	per lot	\$ 60.00
Annual State Reporting preparation/filing Fee - single family HOA	per HOA	\$ 115.00
Annual State Reporting perperation/filing Fee - Commerical	per acre	\$ 115.00

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POLICE DEPARTMENT		
Residential Alarm System Registration	\$25/ house	\$ 26.00
Commerical Alarm System Registration Fee	\$50/commercial occupancy	\$ 54.00
Bicycle License	\$3/License	\$ 3.00
Vehicle Release	\$130/ cash per vehicle	\$ 134.00
Police Reports Residents		\$ 26.00
Police Reports Non-Residents or Insurance		\$ 26.00
VIN Verification		\$ 36.00
Clearance Letters		\$ 26.00
Police Enforcemtn on Party Ordinance	Time	
Police Enforcemtn on of DUI Involving Accident	Time - Maximum \$12,000	\$ 103.00
Enforcement of Suspended or Revoked Licenses	Time	\$ 103.00
City Alcohol Beverage Permit		\$ 51.00
Booking Fees	As established by County or agreement w/ Concord	
False Alarm Fee	As established by City Ordiance	\$ 103.00
Tabacco Sales Permit		\$ 77.00
Taxicab Permit Fee - New		\$ 260.00
Taxicab Permit Fee - Renewal		\$ 98.00
Witness Fees per Gov. Code Sect. 68096-1 if City Employee subpoenaed	\$200/ day deposit + \$0.37 per mile	\$ 206.00
Administrative Fee offr Failure to Display Disabled Placards		\$ 26.00
Firearms Seizure and Processing Fee	\$100/violation	\$ 103.00
RV Public parking Permit Fee - Bona fide guest of Clayton Residnet	\$25/permit	\$ 26.00
RV Public Parking Permit Fee - Clayton Resident	\$0/permit	
Solicitation Permit	\$207/permit	\$ 213.00
Citation Sign off for correctable offenses - Non Resident	\$20/citation	\$ 21.00
Citation Sign off for correctable offenses - Resident	no charge	
Late Fee- Parking Violations	\$35/citation	\$ 36.00
Suspended License	As established by City Ordiance	
Financial Responsibility (DUI)	As established by City Ordiance	

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DEPARTMENT	City of Clayton Fee Schedule	Proposed FY 11-12 Fee
PUBLIC FACILITIES AND PARKS RENTAL FEES		
Library Meeting Room - Hoyer Hall		
Non profit (Non-Clayton Based)	\$42 / hour (anytime)	\$ 43.00
Non- profit - Only Clayton Based	\$21 / hour (Mon-Thurs) \$50 max- up to 3 hours	\$22/hour \$51 max for up to 3 hours
Resident	per hour	\$ 53.00
Nonresident or Commerical	per hour	\$ 65.00
Deposit (for all) - clean up/damage - refundable	\$200 / rental	\$ 200.00
Endeavor Hall Meeting Room		
Non profits- Clayton based and Non Clayton based Weekends	per hour Weekdays (Sun 5pm - Fri 5pm)	\$ 41.00
	maximum weekday rental Clayton based non profit only	\$ 103.00
Non profits- Clayton based and Non Clayton based Weekends	per hour Friday 5pm through Sunday 5pm	\$ 154.00
Resident - Weekdays	per hour Sunday 5pm through Friday 5pm	\$ 103.00
Nonresident or Commerical - Weekdays	per hour Sunday 5pm through Friday 5pm	\$ 123.00
Resident - Weekends	per hour Friday 5pm through Sunday 5pm	\$ 154.00
Nonresident or Commerical - Weekends	per hour Friday 5pm through Sunday 5pm	\$ 185.00
Deposit (all) - no alcohol or beer and wine only	reservation- clean up/damage per rental	\$ 500.00
Deposit (all) - hard alcohol (distilled spirits)	reservation- clean up/damage per rental	\$ 1,000.00
Reservation rental time change (same date)	less than 30 days prior to the event	\$ 36.00
Reservation rental date change	less than 90 days prior to event	\$ 46.00

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DEPARTMENT	City of Clayton Fee Schedule	Proposed FY 11-12 Fee
City Hall 1st Floor Conference Room		
Non Profit (Clayton based or non clayton based non profits)	per hour	\$ 22.00
Resident	per hour	\$ 27.00
Non Resident or Commerical	per hour	\$ 33.00
Deposit (all)	per rental - clean up/damage	\$ 100.00
City Hall Courtyard		
Non Profit (Clayton based or non clayton based non profits)		\$ 43.00
Resident		\$ 53.00
Non Resident or Commercial		\$ 65.00
Deposit (all)	per rental - clean up/damage	\$ 100.00
Clayton Community Park and Related Facilites		
Picnic Areas		
Picnic Area #1 - Resident	flat fee for up up to 4 hours	\$ 16.00
Picnic Area #1 - Non Resident or Commercial	flat fee for up up to 4 hours	\$ 22.00
Picnic Area #2 - Resident	flat fee for up up to 4 hours	\$ 16.00
Picnic Area #2 - Non Resident or Commerical	flat fee for up up to 4 hours	\$ 22.00
Picnic Area #3 - Resident	flat fee for up up to 4 hours	\$ 16.00
Picnic Area #3 - Non Resident or Commerical	flat fee for up up to 4 hours	\$ 22.00
Picnic Area #4 - Resident	flat fee for up up to 4 hours	\$ 38.00
Picnic Area #4 - Non Resident or Commercial	flat fee for up up to 4 hours	\$ 49.00
Picnic Area #5 - Resident (6 separate areas)	flat fee for up up to 4 hours - per table for 1 or 2 table rental	\$ 31.00
	flat fee per additional table - 3rd table or more- up to 4 hours	\$ 21.00
Picnic Area #5 - Non Resident or Commercial (6 separate areas)	flat fee for up up to 4 hours - per table for 1 or 2 table rental	\$ 40.00
	flat fee per additional table - 3rd table or more - up to 4 hours	\$ 27.00

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DEPARTMENT	City of Clayton Fee Schedule	Proposed FY 11-12 Fee
Picnic Area # 6 Resident (Large Group Area)	per day	\$ 257.00
Picnic Area # 6 Resident (Large Group Area)	per hour - 4 hour minimum required	\$ 31.00
Picnic Area # 6 Non Resident or Commerical (Large Group Area)	per day	\$ 334.00
Picnic Area # 6 Non Resident or Commercial (Large Group Area)	per hour - 4 hour minimum required	\$ 44.00
Picnic Area #5 & #6 Combined - Resident	per day	\$ 411.00
Picnic Area #5 & #6 Combined - Resident	per hour - 4 hour minimum required	\$ 51.00
Picnic Area #5 & #6 Combined - Non Resident or Commercial	per day	\$ 535.00
Picnic Area #5 & #6 Combined - Non Resident or Commercial	per hour - 4 hour minimum required	\$ 67.00
Picnic Area #7 - Resident	flat fee for up to 4 hours	\$ 41.00
Picnic Area #7 - Non Resident or Commercial	flat fee for up to 4 hours	\$ 53.00
Sports Fields		
Adult Field Rental	per hour	\$ 31.00
Youth Field Rental	per hour	\$ 19.00
Field Rental change of time same date	less than 7 calander days prior to use date	\$ 36.00
Field rental change of date	less than 7 calander days prior to use date	\$ 46.00
Field rental Cancellation	no refund less than 14 days prior to use	

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DEPARTMENT	City of Clayton Fee Schedule	Proposed FY 11-12 Fee
Grove Park and Related Facilities		
Entire Facility Security Deposits	events without food or beverage	\$ 1,500.00
Entire Facility Security Deposits	events with food and beverage	\$ 1,800.00
Entire Facility Security Deposits	events closing street (ie: either Main or Center etc)	\$ 2,220.00
Special Event Permit/Application Process (non refundable)	events closing streets (Main or Center etc) + other permit fees:TUP/NP	\$ 257.00
Gazebo only Rental Security Deposit		\$ 250.00
Amplified Sound - damage/security deposit if using City sound equip		\$ 1,000.00
Amplified Sound Equipment Use Fee (Noise Permit also required)	per hour	\$ 22.00
City provided Sound Equipment Tech if needed for use of city equip	cost	
Entire Grove Park Facility		
Rental Entire Facility - Resident -- Weekends	per hour	\$ 154.00
Rental Entire Facility - Resident -- Weekends	per day	\$ 1,234.00
Rental Entire Facility - Non Profit (verification reqd) -- Weekends	per hour	\$ 154.00
Rental Entire Facility - Non Profit (verification reqd) -- Weekends	per day	\$ 1,234.00
Rental Entire Facility - Non Resident or Commerical -- Weekends	per hour	\$ 185.00
Rental Entire Facility - Non Resident or Commerical -- Weekends	per day	\$ 1,480.00
Rental Entire Facility - Resident -- Weekdays	per hour	\$ 103.00
Rental Entire Facility - Resident -- Weekdays	per day	\$ 822.00
Rental Entire Facility - Non Profit (verification reqd) -- Weekdays	per hour	\$ 103.00
Rental Entire Facility - Non Profit (verification reqd) -- Weekdays	per day	\$ 822.00
Rental Entire Facility - Non Resident or Commerical -- Weekdays	per hour	\$ 123.00
Rental Entire Facility - Non Resident or Commerical -- Weekdays	per day	\$ 987.00

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Gazebo Only		
Rental Gazebo only -Resident - Weekends	per hour	\$ 108.00
Rental Gazebo only -Resident - Weekends	per day	\$ 864.00
Rental Gazebo only -Non profit (verification reqd) - Weekends	per hour	\$ 108.00
Rental Gazebo only -Non profit (verification reqd) - Weekends	per day	\$ 864.00
Rental Gazebo only - Non Resident or Commerical - Weekends	per hour	\$ 130.00
Rental Gazebo only - Non Resident or Commerical - Weekends	per day	\$ 1,036.00
Rental Gazebo only -Resident - Weekdays	per hour	\$ 77.00
Rental Gazebo only -Resident - Weekdays	per day	\$ 308.00
Rental Gazebo only -Non profit (verification reqd) - Weekdays	per hour	\$ 77.00
Rental Gazebo only -Non profit (verification reqd) - Weekdays	per day	\$ 308.00
Rental Gazebo only - Non Resident or Commerical - Weekdays	per hour	\$ 92.00
Rental Gazebo only - Non Resident or Commerical - Weekdays	per day	\$ 370.00
Group Picnic Area (near tot lot)		
Group Picnic Area - Resident - Weekends	per hour 4 hour minimum	\$ 26.00
Group Picnic Area - Resident - Weekends	per day	\$ 180.00
Group Picnic Area - Non Profit (verification reqd) - Weekends	per hour 4 hour minimum	\$ 26.00
Group Picnic Area - Non Profit (verification reqd) - Weekends	per day	\$ 180.00
Group Picnic Area - Non Resident or Commerical - Weekends	per hour 4 hour minimum	\$ 31.00
Group Picnic Area - Non Resident or Commerical - Weekends	per day	\$ 216.00
Group Picnic Area - Resident - Weekdays	per hour 4 hour minimum	\$ 21.00
Group Picnic Area - Resident - Weekdays	per day	\$ 164.00
Group Picnic Area - Non Profit (verification reqd) - Weekdays	per hour 4 hour minimum	\$ 21.00
Group Picnic Area - Non Profit (verification reqd) - Weekdays	per day	\$ 164.00
Group Picnic Area - Non Resident or Commerical - Weekdays	per hour 4 hour minimum	\$ 25.00
Group Picnic Area - Non Resident or Commerical - Weekdays	per day	\$ 197.00

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Plaza Picnic Area - per table		
Plaza Picnic Area - Resident - Weekends	per hour 4 hour minimum	\$ 26.00
Plaza Picnic Area - Resident - Weekends	per day	\$ 180.00
Plaza Picnic Area - Non Profit (verification reqd) - Weekends	per hour 4 hour minimum	\$ 26.00
Plaza Picnic Area - Non Profit (verification reqd) - Weekends	per day	\$ 180.00
Plaza Picnic Area - Non Resident or Commerical - Weekends	per hour 4 hour minimum	\$ 31.00
Plaza Picnic Area - Non Resident - or Commerical - Weekends	per day	\$ 216.00
Plaza Picnic Area - Resident - Weekdays	per hour 4 hour minimum	\$ 21.00
Plaza Picnic Area - Resident - Weekdays	per day	\$ 164.00
Plaza Area - Non Profit (verification reqd) - Weekdays	per hour 4 hour minimum	\$ 21.00
Plaza Picnic Area - Non Profit (verification reqd) - Weekdays	per day	\$ 164.00
Plaza Picnic Area - Non Resident or Commerical - Weekdays	per hour 4 hour minimum	\$ 25.00
Plaza Picnic Area - Non Resident or Commerical - Weekdays	per day	\$ 197.00
FOUNTAIN OPERATION WITH GYSERS	per 48 hour event	\$ 333.00
LIABILITY INSURANCE PURCHASED THRU CITY'S 3rd PARTY CARRIER		
Special Event Liability Insurance purchased thru City's 3rd party carrier	insurance cost per schedule rates by insurance provider	
Special Event Liability Insurance Administrative Fee	when purchasing insurance thru City 3rd party carrier	\$ 31.00

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ADMINISTRATIVE FEES		
Document Copying (10 pages or less)	no charge	\$ -
Document Copying (more than 10 pages)		\$ 0.10
Trail Maps		\$ 2.00
Audio Recordings of Meetings	\$20 refundable deposit if using city provided flash drive	\$ 21.00
Printed documents (ie: general plan, budget, zoning ord, etc)	cost	\$ 260.00
Video Recordings of Meetings	cost	\$ 100.00
FPPC Document Copying	\$.10/page (per State Law)	\$ 0.10
Notary Public Fee -	\$10/document (per State law)	\$ 10.00
Business License initial registration fee - New Business		\$ 58.00
Business License renewal registration - all Businesses including exempt		\$ 26.00
Return check service charge	\$25/check return (per state law)	\$ 25.00
Late Payment Charges for Administrative Fines	10% of original fine for every 30 days or portion thereof. Not to exceed 100% of the original fine.	
Street Closure Fee		\$ 103.00
Administrative penalty for City issued permits after the fact (encroachment permit; tree removal permit, etc) are double the original permit fee	double the original permit	
Code Enforcement non-compliance re-inspection after the first inspection (in addition to any citation fines)		\$ 30.00
NOTES		
Time means the cost per hour for an employee as determined each July. The determination is based upon salary, benefits, overhead and overtime.		
Time also means City Engineer billing (plus 15%), as well as costs of other contracts and expenses.		
Audio recordings are kept for 30 calendar days after the minutes are approved.		
Cost: means the cost of materials, labor and supplies.		
Deposits: Deposits are required upon submittal of an application. A minimum deposit is stipulated by these fees. At his/her discretion the City Manager can reduce the required deposit. Also if in the judgement of staff a minimum deposit is not sufficient the required deposit may be increased.		
If, after a deposit is made, more funds are needed the applicant will be notified when about 30% of the deposit remains.		
If a development project requires multiple applications, only a single deposit shall be required. In such cases, the amount of the deposit shall be the largest single deposit required by any of the applications, or an amount determined by the City Manager, not to exceed the sum of the deposits.		
All fixed-cost development application fees are refundable based upon the City amount of staff work completed on the process of the application and subject to approval by the City Manager		