

MEETING DATE: MARCH 19, 2007

ITEM NO:

COUNCIL AGENDA REPORT

DATE:

MARCH 14, 2007

TO:

MAYOR AND TOWN COUNCIL

FROM:

DEBRA J. FIGONE, TOWN MANAGER

SUBJECT:

ADOPTION OF A RESOLUTION CONTINUING CERTAIN DEPARTMENT FEES,

RATES AND CHARGES, AND AMENDING CERTAIN FEES, RATES, AND

CHARGES FOR FY2007/08.

RECOMMENDATION:

1. Open and hold the public hearing.

2. Close the public hearing.

3. Adopt the resolution continuing certain department fees, rates and charges, and amending certain fees, rates and charges.

BACKGROUND:

The Town of Los Gatos' Financial Policies require that certain fees, rates and charges for services be maintained to provide for cost recovery based on the cost to the Town. In order to comply with this mandate staff periodically reviews the cost of providing such services and recommends appropriate increases in fees supported by cost data.

For development-related fees, the California Government Code requires a 60-day waiting period between the approval of a Resolution and the implementation of such fees. As the Town's proposed FY 2007/08 Fee Schedule contains a number of development-related fee changes, which will be reflected in the FY 2007/08 proposed budget, staff recommends an effective date of July 1, 2007 (76 days) for implementing all fees contained in the proposed Fee Schedule.

Staff based the proposed FY 2007/08 Fee Schedule on the comprehensive fee study that was prepared by Public Resource Management, Inc, (PRM) as part of the FY 2005/06 fee update. Staff first reviewed all fees charged by the Town for various departmental services and for private development activity, and then used current costs to update the Town's cost of service "baseline" data that was established by PRM.

PREPARED BY: STEPHEN D. CONWAY

Finance & Administrative Services Director

SDC:li N:\FINANCE\Fee Schedule\2007-08\2007 Council Report.doc	
Reviewed by: PSJ Assistant Town Manager Town Attorney Clerk Administrator Finance Community Development	

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DISCUSSION:

The attached proposed FY 2007/08 Comprehensive Fee Schedule (Attachment 2) is the Town's master schedule and it includes detailed listings of all fees charged by the Town.

For purposes of tracking changes in Town fees from year to year, all proposed changes to fees for FY 2007/08 are summarized in the attached Recommended Fee Changes and Additions for FY 2007/08 (Attachment 3). In addition to this document, highlights of certain fee changes or newly proposed fees for FY2007/08 that staff believes are relevant for further discussion/explanation are presented by service category below.

The fee resolution adopted for FY 2006/07 provided for a 2% increase in most development fees, based on the December 2005 change in the Consumer Price Index (CPI). The FY 2007/08 Fee Schedule has been increased by 3.4% based on the December 2006 CPI. It is anticipated that this increase will better reflect the increased cost of service delivery in FY 2007/08. All other changes to the Fee Schedule other than CPI and newly proposed fees are described below:

Development Services

General Development Services Fees

Annexation Fees: The fee schedule for Annexation Fees has been moved from Engineering Services to General Development Services. There are no fee adjustments.

Planning Division Fees

The Environmental Assessment Deposit for Initial Study: Staff recommends an increase from \$3,000 to \$3,500 per each initial study. This increase is equal to the negotiated increase in contracted costs next year. The current required deposit of \$3,000 has been in place since FY 2003/04. The Town's Environmental Consultant has continually provided an efficient service to the Town at a considerably lower cost than comparable consultants. Besides the cost of the initial study, the cost of any required special studies are also paid by the applicant. Unexpended portions of the deposit are typically refunded to the applicant.

Engineering Division Fees

The *Underground Utility Locating Surcharge (for an outside contractor)*: Staff recommends that this fee be revised from \$50 to read "actual cost" to recover the current cost charged to the Town for this service. This fee fluctuates based on the actual cost of services provided by the outside contractor and using "actual cost" allows the flexibility to change the fee as needed based on the outside contractor's costs.

All Other Required Inspections: An additional inspection fee is added under the National Pollutant Discharge Elimination System (NPDES) to include future inspections that are required by the permit's best management practices (BMP) sections C-3 e and C-3 n. Future inspections of specific development projects are required and will be tracked. This fee will recover the cost for the Town to conduct such inspections, and will be billed to the property owner at the time of the inspection.

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Engineering Division Fees (cont'd)

The *C-3 Permit Hydrologic Calculation fee* has been added to NPDES fees. This is not a new fee but was previously collected under the Geotechnical Peer Review Fees and is now required to be tracked separately as a new requirement of the C-3 storm water permit.

Under *Road Impact fees* the fee for Alterations/Remodels/Re-roof/Repairs/Decks, etc.: Staff recommends that this fee be reduced from \$0.10 per square foot to \$0.02 per square foot to reflect the impact of these types of projects on the Town's roads. These impacts are less intensive and shorter duration than new construction projects.

Community Services

No adjustments to the Community Services Department fees are proposed for FY 2007/08. The wording for the Building Attendant section has been revised with no changes in fees. Staff believes the current fees are competitive with market rates as determined by a recent comparison of fees by the department.

Library Fees and Fines

History Project Digital Images Fee: Staff is formalizing the fees charged by the Library for Fair or Commercial Use of digital images. Library and museum-owned collections of digital images can be printed or burned to a CD. There two category of fees as follows: Fair Use Fees which are charged for digital images to be used for personal use only; and Commercial Use Fees are for anyone using the photographs for commercial purposes. The Commercial Use Fee is in addition to the cost of the photographic reproduction of each image. Details are on Attachment 3.

Parks and Public Works

Parks Division Fees

Plaza Use fee – Town Plaza is used by organizations for certain public events. Currently, the permit fee for Plaza use is \$75 plus a \$15 per day of additional use. For example, this fee applies to the use of the park for Carriage Rides.

Staff is proposing a new major impact fee for Plaza use. The major impact fee of \$55 per hour will be charged when the Plaza is closed since the public cannot use it during the event. This per hour rate is based on the fee for use of the bandstand. Additional fees or deposits may be charged for lawn repair, street closures, parking lot use, and/or additional maintenance. Staff believes that this fee will better reflect the cost of the Plaza use when it is not available for other purposes.

Jazz in the Plazz will experience an increase in fees as a result of the proposed change. Fees for Jazz in the Plazz will go from \$210 to \$3,300 for each season. Staff has had preliminary discussions with Teri Hope representing Jazz in the Plazz. She has indicated that the group will budget for the increased fee.

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Turf Impact fee – Staff is formalizing a turf impact fee to restore any damage caused during special events. Damage to turf areas is caused by a combination of extended use and the construction of structures such as stages, platforms, and kiosks. Such usage often results in severe damage that requires costly repair. The amount of the turf impact fee will be based on actual repair costs and may be collected after an event, as determined by the Director of Parks and Public Works. Applicants will be advised of this fee during the application process. Staff believes that the typical fee amount would range between \$700 and \$1,000 and would normally be applicable to groups such as Shakespeare in the Park and Montalvo.

Police Fees and Fines

Solicitor's/Peddler's Permit — In the past, applicants for a solicitor's or peddler's permit were typically granted a permit and charged a fee of \$36. Applicants were not subject to finger printing or background checks. In the interest of public safety, applicants are now required to make an appointment with the Police Department to be fingerprinted and have their backgrounds checked through a criminal history query of the Department of Justice (DOJ) databases. The outcome of this check will determine if the applicant is granted a permit. The added validation has resulted in a charge for finger printing services by the DOJ. Additionally, the Town incurs a cost for printing the permit. Staff recommends that these added costs be passed on to the applicant. The revised fee to the applicant will be \$93.00 and consists of: \$32 fee for DOJ prints (this portion of the fee is collected and then paid directly to the DOJ and is a requirement of the DOJ) plus \$25 fee to the Town of Los Gatos for printing services, plus the original \$36 fee for issuing the permit.

Clearance Letters Notary Fee – This fee has been discontinued. The applicants are now required to present their own notary at the time of obtaining a clearance letter.

CONCLUSION:

Staff recommends that the Town Council approve the attached adjustments to the Town Fee Schedule to be effective July 1, 2007.

ENVIRONMENTAL ASSESSMENT:

The Town's fee resolution is not a project subject to CEQA.

FISCAL IMPACT:

The Town's financial policies require that fees be maintained to provide for cost recovery for fee related services. The proposed new fees will help defray the current cost of services and decrease the Townwide subsidy of private activity, in adherence with the Town's financial policies.

Staff will incorporate the estimated revenue increases into the Town's FY 2007/08 Operating and Capital Budget using conservative volume of activity projections.

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Attachments:

1. Resolution

- 2. Comprehensive Fee Schedule FY 2007/08 Incorporating Fee Change Recommendations
- 3. Recommended Fee Changes and Additions for FY 2007/08

Distribution: Regular

RESOLUTION NO. 2007-

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS ADOPTING CONTINUING DEPARTMENT FEES, RATES, AND CHARGES, AND AMENDING CERTAIN FEES, RATES, AND CHARGES

WHEREAS, that the Town of Los Gatos Financial Policies require an annual evaluation of the Schedule of Fees and Charges to ensure that recovery of the cost of providing services is recovered where appropriate, and the last update of fees, rates and charges was on March 19, 2007,

WHEREAS, that certain fees for General Administration, Community Development, Community Services, Parks and Public Works, Library, and Police be adopted.

WHEREAS, that those fees that are currently in effect will continue and remain in effect without interruption, but shall be increased to reflect increased costs of providing service,

RESOLVED, that Resolution 2006-054 adopting departmental fees, rates, and charges is hereby rescinded,

RESOLVED, that the Town Fee Schedule, attached here to as Exhibit A shall become effective July, 1, 2007.

PASSED AND ADOPTED at a regular meeting of the Town Council held on 19th day of March, 2007 by the following vote:

COUNCIL MEMBERS:	
AYES:	
NAYS:	
ABSENT:	
ABSTAIN:	
SIGNE	D:
	MAYOR OF THE TOWN OF LOS GATOS
	LOS GATOS, CALIFORNIA
ATTEST:	

CLERK OF THE TOWN OF LOS GATOS LOS GATOS, CALIFORNIA

Attachment 1

Town of Los Gatos Comprehensive Fee Schedule

FY 2007/08



CPI Increases are shaded New or Changes are Bolded

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General Development Fees

A. <u>Photo Copying Charge</u> – plus actual mailing costs, as applicable Maps, plans, etc. (larger than 11" x 17") Actual Cost- sent to San Jose Blueprint

B. <u>Printing Charge</u> – plus actual mailing costs, as applicable Maps, plans, etc. (larger than 11" x 17")

\$5.00 per page

C. <u>Data Duplication Services and Fees</u>

For partial or full copies of each digital standard Town data file on one-time request basis:

> 8"x11" copy, standard printer Larger format, using plotter Electronic copy on CD

\$25.00 per digital file \$75.00 per digital file \$100.00 per digital file

D. Document Storage Fee-Microfiche

Actual cost

E. Duplicate Plans Set

\$104.00/hr (½ hr min)

F. Address Processing fee

\$207.00

 G. Computer Surcharge on Building/Plumbing/Mechanical/ Electrical/Grading/Encroachment/Planning Permits/
 Applications and any other Permits/Applications except Park Permit/Applications

4% of Permit with \$1 minimum

H. Engineering Development Review Service Fee

7.25% of Building and Development Permit Fees and Building Plan Check Fees that require engineering services

I. Seismic Hazards Mapping Program Fees – (SMIP)

For residential construction of three stories and less (Category 1), the permit fee is \$10.00 per \$100,000. For all other construction (Category 2), the permit fee is \$21.00 per \$100,000. This fee is required by the State of California to identify and map zones of particular seismic hazards. Five percent of the fee is retained by the Town to be used solely for earthquake preparedness.

- J. Capital Improvement Tax (Construction) Based on \$0.18 for each square foot of building addition or alteration, which increases floor area of an existing building.
- K. Underground Utility Tax (Utilities) Based on \$0.18 for each square foot of building addition or alteration, which increases floor area of an existing building.
- L. Park Fund Tax (Parks) Based on \$0.04 for each square foot of building addition or alteration, which increases floor area of an existing building.

General Development Fees - cont'd

O. Annexation Fees

1. 1 lot	\$2,400.00*
2. 2 lots	\$1,200.00*
3. 3 lots	\$ 800.00*
4. 4 lots	\$ 600.00*
5. 5 lots or more	\$ 400.00*

^{*} Annexation Advertising Deposit
(any remaining deposit will be refunded to the

\$1,000 - \$2,200 (varies as to size of map)

applicant and amounts exceeding the deposit amount will be paid by applicant)

Building Division – cont'd

Building Permit Fees - cont'd

D. Building Valuation Fee

A building valuation multiplier of 2.32 shall be used in conjunction with the Building Valuation Data provided in the publication, Building Standards, published by the International Conference of Building Officials for November-December, 2002, except for Hillside Homes and Commercial Office Tenant Improvements. Their multipliers will be 3.246 and 1.16, respectively. Annually, the building permit fees will be increased by the February Annual Building Cost Index.

E. Building Permit Fees for Remodels, Alterations, and Repairs

The Building Official shall establish the valuation of said improvements, and fees will be assessed as per Schedule 2.C above.

F. Special Services & Inspections

Inspection outside normal business hours (4 hr min)	\$92.00/hr
Re-inspection fees	\$92.00/hr
Inspections for which no fee is specifically indicated	\$92.00/hr
(2/hr min)	
Additional plan review required by changes, additions	\$120.00/hr
or revisions to plans (1 hour min)	
For use of outside consultants for plan checking	Actual costs
and/or inspections	
Services for which no fee is specifically indicated (½ hr min)	\$103.00/hr
Permit/Plan check time extension (per permit)	\$58.00
(applies to permits that have not expired)	***************************************
Express plan review or initial review (1 hr. minimum)	\$120.00/hr
Application for the Appeals Building Board Review	\$132.00
	Re-inspection fees Inspections for which no fee is specifically indicated (2/hr min) Additional plan review required by changes, additions or revisions to plans (1 hour min) For use of outside consultants for plan checking and/or inspections Services for which no fee is specifically indicated (½ hr min) Permit/Plan check time extension (per permit) (applies to permits that have not expired) Express plan review or initial review (1 hr. minimum)

G. Plan Review Fee

A plan review fee shall be charged at the time of filing application. This fee is separate from and shall be in addition to building permit fee. This fee is calculated at sixty-five percent (65%) of the building permit fee as per Schedule 2.C above.

H. Other Miscellaneous Factors to Determine Construction Valuation

1. Convert garage to habitable space	\$88.00/sq.ft
2. Convert unfinished basement or attic to habitable	\$95.00/sq.ft
3. Pools/Spas (gunite)	\$56.00/sq.ft
4. Siding - aluminum/vinyl/wood	\$7.00/sq.ft
5. Antennas & Towers	Const. Value As Applied
	Under 2.C Above

6. Commercial Awning or Canopy:

Aluminum		\$2	23.00/sq.ft
Canvas			17.00/sq.ft

Building Division – cont'd

Electrical Permit Fees – cont'd

	3.	Nonresidential appliances/new circuits: (medical & dental devices, food, beverage, drinking fountains, laundry machines, or other similar equipment) Note: for other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Generators/Motors	\$7.00
	4.	Photovoltaic system (residential)	\$55.00
	5.	Solar systems (including controls)	\$55.00
	6.	Power apparatus (generators, transformers, A/C, heat pumps, baking equipme	nt):
		Up to 10 KV, each	\$14.00
		Over 10 KV not over 50 KV, each	\$23.00
		Over 50 KV and not over 100 KV, each	\$47.00
		Over 100 KV, each	\$63.00
	7.	Motors:	
		Up to 10 hp	\$14.00
		Up to 25 hp	\$23.00
		Up to 55 hp	\$47.00
		Over 55 hp	\$69.00
	8.	Transformers:	
		Up to 5 KVA	\$14.00
		Up to 10 KVA	\$23.00
		Up to 50 KVA	\$40.00
		Over 50 KVA	\$58.00
		Busways/conduits (per 100 ft)	\$7.00
	10). Service equipment:	\$227.6.77777777777744444
		200 amps or less	\$58.00
		201 to 999 amps	\$81.00
	4.4	Sub-panels	\$29.00
		Installation of spas or saunas	\$29.00
j		ther Electrical Fees	
		Duplicate job card	\$29.00
	2.	Permit extension (applies to permits that have not expired)	\$58.00
3. <u>N</u>	<u>Aecha</u>	anical Permit Fees	
A		ermit Issuance	
		Fee for issuing a Mechanical Permit	\$34.00
	2.	Additional Mechanical Permit fee	\$10.00

Building Division - cont'd

Plumbing Permit Fees - cont'd

D.	System Fee Schedule	
	1. Private swimming pools	\$69.00
	(including heater, water piping, gas piping)	2010/00/12/01/22/01/22/01/22/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01/20/01
	2. Public swimming pools	\$103.00
	(including heater, water piping, gas piping)	0.0000000000000000000000000000000000000
	3. Lawn sprinkler system on one meter	\$29.00
	4. Each new or repair of gas piping system	\$52.00
	5. Each drainage, sewer system	\$29.00
	6. Radiant floor heating system	\$86.00
E.	Unit Fee Schedule	
	1. Each plumbing fixture or trap or set of	
	fixtures on one trap	\$10.00
	2. Each sewer cleanout, backflow device	\$10.00
	3. Each septic system abatement	\$86.00
	4. Rainwater systems - per drain (inside building)	\$10.00
	5. Each water heater, water softener	\$23.00
	6. Each grease interceptor (750 gallon capacity)	\$58.00
	7. Each grease trap (1-4 fixtures)	\$34.00
	8. Residential water re-piping	\$86.00
	9. Each ejector/sump pump	\$29.00
	10. Each vacuum breaker/hose bib	\$10.00
	11. Each water piping system repair or replacement	\$17.00
	12. Each additional gas outlet	\$17.00
F.	Other Plumbing Fees	
	1. Duplicate job card	\$29.00
	2. Permit extension (applies to permits that have not expired)	\$58.00

5. Other Fees

A. <u>State of California Title 24 Part 2 Energy and Accessibility Code and Regulation Plan</u> <u>Review and Inspection Fees</u>

A surcharge shall be added to the building permit fee for the cost to plan review and inspect for compliance with State of California Title 24 Regulations. This fee is calculated at fifteen percent (15%) of the building permit fee. This fee is applied whenever a plan review is assessed.

B. Duplicate Inspection Card

\$29.00

Planning Division

The fees listed below constitute all fees imposed by the Planning Division. Certain types of applications must be reviewed/processed by other departments/agencies, which may impose separate fees. Applicants are advised that the fees for those services are not included in the Planning Department's fees. Where the term "actual cost" is used here, it shall mean: materials, supplies (including any costs of noticing or publication), outside consultants, employee cost will be billed at the top step, plus benefits, plus overhead. The following fee schedule is established for applications filed pursuant to the Town Code. The fees are collected by the Community Development Department at the time the application is filed unless otherwise noted.

Fees for Additional Processing

In the event additional processing services by the Town are required due to changes, modifications, additions, errors, omissions, or discrepancies caused by the applicant or his/her agents or representatives, the applicant shall pay an additional fee as determined by the Director of Community Development to cover the actual cost.

Fees for Lack of Progress

If additional information is required by the Town for an application and the requested information is not submitted within 180 days, the applicant will be required to pay a fee of 10 percent of the current application fee at the time the requested information is submitted. Any re-submittal after one year will be processed as a new application, subject to new fees.

Fees for Major Projects

If it is anticipated that the application processing costs of selected major projects will significantly exceed the following fees, the Director of Community Development may collect a deposit and charge actual time spent to process the applications based upon current hourly rates.

Surcharges: All of the following applications are subject to the surcharge fees as set forth in General Development Services and in Section 5.H of Planning Division.

Architecture and Site Applications *

1. Zoning Approvals

A.

(1) <u>Devel</u>	opment Review Committee (DRC) Approval	
a.	New single family detached (HR & RC zone)	\$4,927.00
b.	New single family detached (HR & RC zones) per unit,	
	as part of a Planned Development	\$3,697.00
c.	New single family or two family units	\$3,493.00
d.	New single family or two family (any other zone) per unit,	
	as part of a Planned Development	\$2,620.00
e.	Minor projects (a development proposal that does not	
	significantly change the size, mass, appearance or	

neighborhood impact of a structure, property or parking lot)

\$1,329.00

Planning Division - cont'd

Zoning Approvals - cont'd

E.	 DRC Modification to a Planned Development Publication costs for the planned development ordinance shall be applicant. 	
	8. Transcription fee of Planning Commission minutes Minimum \$50	Actual cost 0.00 deposit
F.	Minor Residential Development (See Section 1.A. (2) a)	\$1,329.00
G.	Agricultural Preserve Withdrawal	\$2,512.00
Н.	 Planning Division Certificates of Use and Occupancy Change of use Change of occupancy (excluding change of proprietor of a continuing business enterprise) Use/occupancy clearance if Conditional Use Permit is required or occupancy of a new secondary dwelling unit 	\$204.00 \$100.00 No fee
I.	Hazardous Materials Storage Facility Application	\$1,106.00
J.	Home Occupation Permit	\$126.00
K.	 Sign Application New permanent sign Temporary nonresidential sign Change of face only Sign program 	\$276.00 \$58.00 \$114.00 \$1,311.00
L.	Secondary Dwelling Units 1. New or existing unit 2. Two existing units	\$844.00 \$1,170.00

Planning Division - cont'd

Miscellaneous Application Fees - cont'd

E.	Auto	Dealer	Events
L.	Tulo	Dealer	LVCIIIS

1. \$55.00 Small promotional events 2. Large promotional events \$274.00

4. **Environmental Assessment Fees**

A. Categorical Exemption No fee

В. **Initial Study Deposit** \$3,500.00*

C. Negative Declaration \$1,650.00

D. **Environmental Impact Report** Consultants fee

E. Draft EIR Review Fee \$9,135.00

Plus 10% of EIR cost

F. Impact Monitoring Program (AB3180) Actual cost

(hourly basis plus cost of consultant, if necessary)

5. **Other**

A. Fence Height Exceptions

\$164.00

B. <u>Peer/Technical Review</u> – (any remaining deposit will be Actual cost refunded to the applicant and amounts exceeding the (\$1,500.00 deposit deposit amount will be paid by applicant) plus 10% of actual cost for administrative charge)

C. Fees For Additional Tech Review and/or DRC Review DRC beyond three meetings, Planning Commission hearing beyond two meetings, Town Council hearing beyond one meeting

Actual cost

D. Surcharges

General Plan update surcharge

.5% of building valuation for new construction and additions/ 10% of zone change and subdivision fee

^{*} The \$3,500 fee is a deposit only. The specific cost of the Initial Study and any required special studies shall be borne by the applicant. The deposit shall be increased before the Town will authorize work exceeding the amount on deposit. Any deposit balance will be refunded.

Planning Division - cont'd

6. Payment of Application Fees

All application fees are to be paid at the time the applications are submitted to the Community Development Department. If the applicant withdraws an application, which requires a hearing by the Planning Commission, prior to processing the application for the hearing, 40% of the paid application fee shall be refunded to the applicant at the discretion of the Director of Community Development. All other fees are non-refundable.

Engineering Division - cont'd

F.	<u>NPDES</u>				
	1. Inspection fee				
	(Charged on all Encroachment & Grading Permits as				
	a. No change in impervious area	\$ 50.00			
	b. Change in grading or impervious area	\$ 0.10 sq ft with a			
		\$50.00 minimum			
	c. All other required inspections	Actual cost			
	2. C-3 Permit Hydrologic Calculation	Consultant Cost + 10%			
G.	Engineering Subdivision Map Checking				
	1. 1 - 4 lots	\$2,600.00			
	2. 5 or more lots	4,750.00 + 500.00 lot over 4			
	3. Map Check done by Town's Consultant	Consultant Cost plus 25%			
		surcharge for reports,			
		reviews, and processes.			
Н.	Engineering Reversion to Acreage				
	1. Map Check	\$ 935.00			
	2. Map Check done by Town's Consultant	Consultant Cost plus 25%			
		surcharge for reports,			
		reviews, and processes.			
I.	Engineering Lot Merger				
	1. Certificate	\$ 700.00			
	2. Map checking	\$1,200.00			
	3. Review done by Town's Consultant	Consultant Cost plus 25%			
		surcharge for reports,			
		reviews, and processes.			
J.	Engineering Lot Line Adjustments				
	1. Certificate	\$ 700.00			
	2. Map checking	\$1,200.00			
	3. Review done by Town's Consultant	Consultant Cost plus 25%			
		surcharge for reports,			
K.	Cartificate of Campliana	reviews, and processes.			
IX.	<u>Certificate of Compliance</u> 1. Certificate review and preparation	Ф 750 00			
	2. Review done by Town's Consultant	\$ 750.00			
	2. Review done by Town's Consultant	Consultant Cost plus 25%			
		surcharge for reports, reviews, and processes.			
		reviews, and processes.			

$\underline{Engineering\ Division}-cont'd$

S.	Storm Drainage Fees		
	1. Development Projects		
	a. Single family lots -	- hillside area	\$3,000.00/ac.
	Section 24.60.035(,
	subdivision whose	· / · /	
	one acre, the fee sh	nall not exceed	
	that of one acre per		
	b. Single family lots -	- not hillside area	\$3,600.00/ac.
	c. Multiple family dw	velling units – initial unit	\$3,600.00/ac.
	Each unit after init		\$135.00
	(not to exce	eed \$4,500.00/ac.)	
	d. Commercial, indus	strial, hospitals,	
	churches, schools,	and others	\$4,500.00/ac.
	2. Building/Grading Permits	(Building, Structures & impervio	us areas)
		urface area, per sq. ft.	\$.75/sq. ft.
	•	, 1	1
T.	Street Improvement In-Lieu Fee		500000000000000000000000000000000000000
	1. Sidewalks		\$16.00 per linear foot
	2. Curb and Gutter		\$57.00 per linear foot
U.	Trail Improvements In-Lieu Fee		\$16.00/per sq ft. or
		d	etermined by Director
V.	Hauling Permits		•
	1. House Moving Fee	2	
	a. Per House,	plus	\$ 517.00
	-	Facilities Damage	\$2,050.00
	2. Hauling (Overweig	ght Vehicle) Permit	\$ 18.00*
	*The current State mandat	ted fee is \$18.00 for Hauling Pern	nits. If the State fee
		nits fee will change to reflect the s	
W.	Road Impact Fee (Ordinance 1984	<u>4)</u>	
		dditions & Demolitions:	
	~ .	-	

a.	Commercial	\$0.20/sq. ft
b.	Residential	\$0.15/sq. ft
c.	Pools/spas/water features	\$0.25/sq. ft
Alterations/Remodels/Re-roof/		

2.

Repairs/Decks, etc. \$0.02/sq. ft

COMMUNITY SERVICE FEES

A. Los Gatos Downtown Neighborhood Center Fee Schedule

Rental fees may be paid at the time of the application or any time no less than two weeks before the scheduled date.

- a. If rental fees are not paid at least two weeks prior to the event, then the application may be terminated.
- b. If a reservation is cancelled at least two weeks before the scheduled event, 100 percent of the security deposit and room rental fees which may have been paid to the Town will be returned.
- c. <u>If notice is given to cancel an event less than two weeks before the scheduled event, half of the room rental fees and none of the security deposit paid to the Town will be returned.</u>
- d. Any required <u>security deposit</u> must be paid at the time the reservation form is submitted to secure the reservation.

	Conference			
	<u>Hall</u>	<u>Kitchen</u>	Lounge	Room
Category I: Government Agencies, Community Service Organizations Serving Los Gatos' Senior Citizens, And Neighborhood Center Tenants	No Charge	No Charge	No Charge	No Charge
Category II: Community Service Groups 1. Activities (non-profits) There is a 2-hour minimum for all	rental usage.			
a Pasidant	\$30.00/br	No Chargo	\$15.00/hm	\$10.00/hm

a. Resident	\$30.00/hr	No Charge	\$15.00/hr	\$10.00/hr
b. Non-Resident	\$100.00/hr	No Charge	\$40.00/hr	\$30.00/hr
c. Security Deposit	\$300.00	No Charge	\$100.00	\$100.00
d. Security Deposit				
(Alcohol is served)	\$500.00	No Charge	\$500.00	\$500.00

2. Fees Charged for Fundraising Activities

There is a 2-hour minimum for all rental usage.

a. Resident	\$100.00/hr	No Charge	\$40.00/hr	\$30.00/hr
b. Non-resident	\$200.00/hr	No Charge	\$80.00/hr	\$60.00/hr
c. Security Deposit	\$300.00	No Charge	\$100.00	\$100.00
d. Security Deposit				
(Alcohol is served)	\$500.00	No Charge	\$500.00	\$500.00

COMMUNITY SERVICE FEES

Los Gatos Downtown Neighborhood Center Fee Schedule - cont'd

Category I - cont'd

• Neighborhood Center Tenants which provide a community service that does not involve fundraising.

Category II: Community Service Groups

Groups qualifying as community service groups include the following:

- Nonprofit organizations, which have obtained 501(c) 3 ruling from the State (must be documented by ruling letter from State).
- Los Gatos Service and Community organizations groups that provide recreational, cultural, leisure or other community service activities to Los Gatos residents, including the Los Gatos-Saratoga Department of Community Education and Recreation.
- Los Gatos Elementary School District and the Los Gatos Joint Union High School District.

Category III: Private parties

Resident

For private parties or wedding receptions to qualify for the resident fee, (\$60/hr) the Neighborhood Center may be reserved either by a Los Gatos resident or by a non-resident's immediate family member who is a Los Gatos resident. An immediate family member is defined as: mother, father, sibling, and children of applicant, grandparents, stepchildren and parents.

Non-Resident

Applicants who do not meet above criteria.

Priority:

Category I applicants have priority over Category II and III applicants for use of the Center.

General Regulations:

- 1. Use is limited to ten hours.
- 2. If use exceeds hours on application form, then fee is charged at 1.5 times the rate.
- 3. All checks made payable to the Town of Los Gatos
- 4. Refundable deposits are returned within forty-five days by the Town of Los Gatos.

Definitions:

1. Resident

a. To qualify as a "resident" group, at least 51 percent of the Board of Directors or membership attending the function must be Los Gatos residents.

LIBRARY FEES AND FINES

A. Fees

1. Inter-Library Loan \$2.00

B. Overdue Fines

1. Adult materials	\$.25/day \$10.00 max/per item
2. Children's/Teen materials	\$.25/day \$5.00 max/per item
3. Periodicals - Adult/Children's	standard fine to cost of item

C. Lost or Damaged Items

1.	Replacement of Adult book/AV item	Cost of item plus \$10.00 processing fee
2.	Replacement of Teen/Children's book/AV item	Cost of item plus \$5.00 processing fee
3.	Replacement of Adult paperback	Cost of item plus \$5.00 processing fee
4.	Replacement of magazine	Cost of item plus \$5.00 processing fee
5.	Patron procures replacement copy	Half of normal processing fee for item type

D. Replacement of single cassette from audio book \$7.00

E. Internet printing, initial ten free, thereafter each page \$0.10

F. History Project Digital Image Fee

6. Advertising and product design

Fair Use Fees (for personal use only)	
1. 8 by 10 single weight glossy	\$20.00
2. Digital image scanned to CD/ROM	\$25.00
Commercial Use Fees	
1. Educational Media	\$25.00
2. Brochures and flyers	\$50.00
3. Trade publications, including electronic Magazine/Websites	\$75.00
4. Commercial Media	\$125.00
5. Commercial décor	\$125.00

\$125.00

Anyone using the photographs for commercial purposes must pay one-time commercial fees in addition to the cost of the photographic reproduction for each image.

PARKS AND PUBLIC WORKS

Parks Division - cont'd

Resident Non-Resident

Vehicle Escort Fee \$75.00 \$100.00

Parking Fee No charge \$5.00 per vehicle

year-round

Turf Impact Fee

Additional fee added to any Park Use or Special Event Permit, when a permit's scheduled activity or event will negatively impact the park turf, (locations including but not limited to Oak Meadow, Plaza, and Civic Center lawn areas). Amount of fee to be based upon best estimate of turf repair cost, as determined by the Director of Parks and Public Works

Tree Related Fees

A.	Tree Removal Permit Application to remove one tree	\$ 120.00
	Additional tree removal fee	\$ 60.00/each
	If application is denied	50% refund

B. Illegal Tree Removal Administrative Fee \$224.00

C. Replacement Trees - Town Forestry Fund
Per Tree Ordinance Section 29.10.0985
Tree cost for each 24",36", and/or 45" box size will be the Market Price plus the Installation Cost, determined by the Director

POLICE FEES AND FINES

Fingerprinting – per each Livescan application (Plus additional DOJ or FBI fees which are based	\$ 25.00 on the level of service for the application)
Report Copies up to 20 pages (\$0.50 for each page over 20)	\$ 20.00
Subpoena Duces Tecum	Per California Evidence Code Section 1563
Photographs 1. For the first 3 2. Each additional	\$ 48.00 \$ 5.00
Bingo Permits (each)	\$148.00
Concealed Weapons (California Penal Code, Section 12050.2) 1. Initial Permit plus DOJ fingerprinting fee 2. Renewal Permit Solicitor/Peddler's Permit (includes permit fee (\$36), DOJ print fee (\$32), and LGPD print fee (\$25)	\$136.00 \$ 59.00 \$ 93.00
Bicycle Licenses (each)	\$ 3.00
 Tow Trucks 1. Driver's Permit (initial) – includes DOJ Fingerprinting Fee 2. Driver's Permit (renewal) 3. Service Permit (initial) 4. Service Permit (renewal) 	\$130.00 \$130.00 \$444.00 \$444.00
Clearance Letters 1. Each letter	\$ 48.00
Fortune-Telling Registration (each)	\$320.00
Administrative Fee for: Special Events 1. For-Profit Groups (each) 2. Not-For-Profit Groups (each) 3. All Other Costs as specified in Special Events Ordinance, Section 14.100.045	\$517.00 \$129.00
Other Special Police Services	Pursuant to Agreement between Police Chief and Requestor

POLICE FEES AND FINES

Town Code Parking Violation Fees	
1. 15.40.015 (Overtime Parking)	\$ 35.00
2. 15.40.065 (Vehicle Storage on Street)	\$ 60.00
3. 15.40.070 (Commercial Vehicles in Residential Zones)	\$ 60.00
4. 15.40.075 (For Sale/Non Emergency Repair)	\$ 35.00
5. 15.40.080 (Preferential Parking)	\$ 45.00
6. 15.40.080(b) (Permit Required Area)	\$ 45.00
7. 15.40.080(c) (Fraudulent use of Permit)	\$100.00
8. 15.40.085 (Posted no Parking Special Events)	\$ 35.00
9. 15.40.090 (Parking on Parkway)	\$ 35.00
10. 15.40.095 (Marked Parking Space)	\$ 35.00
11. 15.40.100 (Parking on Grade)	\$ 30.00
12. 15.40.105 (Designated Parking VC22507.8)	\$280.00
13. 15.40.110 (Marked Curb)	\$ 35.00
California Vehicle Code Parking Violation Fees	
1. 21113(a) VC (Public Lot Parking in Permit Area)	\$ 15.00
2. 22500(b) VC (On Crosswalk)	\$ 35.00
3. 22500(e) VC (Blocking Driveway)	\$ 35.00
4. 22500(f) VC (On Sidewalk)	\$ 35.00
5. 22500(h) VC (Double Parking)	\$ 35.00
6. 22500(i) VC (In Bus Zone)	\$255.00
7. 22500(l) VC (Blocking Curb Access Ramp)	\$255.00
8. 22500.1 VC (Blocking Fire Lane)	\$ 35.00
9. 22502(a) VC (Parallel 18in.Right Curb)	\$ 35.00
10. 22502(e) VC (One Way within 18in. Left Curb)	\$ 35.00
11. 22507.8(a) VC (Designated Disabled Parking)	\$280.00
12. 22507.8(b) VC(Disabled Space Inaccessible)	\$280.00
13. 22507.8(c)(1-2) VC (On Stall or Cross Hatch Lines	\$280.00
14. 22514 VC (Within 15ft of Fire Hydrant)	\$ 35.00
15. 22521 VC (Within 7ft of Railroad Track)	\$ 35.00
16. 22522 VC (Within 3ft Sidewalk Access Ramp)	\$280.00
17. 23333 VC (Vehicular Crossing)	\$ 72.00
18. 4000(a) VC (Expired Registration)	\$135.00
Fine if corrected within 21 days of issue date	\$ 10.00
19. 5204(a) VC (No Registration Tabs)	\$ 76.00
Fine if corrected within 21 days of issue date	\$ 10.00
20. 5200 VC (Missing License Plate)	\$ 76.00
Fine if corrected within 21 days of issue date	\$ 10.00

	Adopted	Proposed
Fee Category	<u>FY 06/07 Fee</u>	<u>FY 07/08 Fee</u>
Development Services		
General Development Fees		
G. Computer Surcharge		Addition of the word "Applications"
O. Annexation Fees	Moved from Engineeri	ng Fees to General Development Fees
Planning Division		
4. Environmental Assessment Fees		
B. Initial Study Deposit	\$3,000.00	\$3,500.00
Engineering Division		
F. NPDES		
1.c. All Other Required Inspections	New Fee for FY 2007/08	Actual cost
2. C-3 Permit Hydrologic Calculation	Previously charged thru Geotech	Consultant Cost + 10%
	Pass thru	
Q. Traffic Impact Analysis or Parking Study		Adding "Parking Study"
 Pre-Development Review (Staff traffic impact analysis or parking study) 		Adding "Parking Study"
Traffic Impact Analysis or Parking Study		Adding "Parking Study"
X. Road Impact Fee (Ordinance 1984)		Adding Tarking Study
2. Alterations/Remodels/Re-roof/Repairs/Decks, etc	.10/sq.ft.	.02/sq.ft.
	, , , , , , , , , , , , , , , , , , ,	102/04.11
Community Service Fees		
Building Attendant		Wording changes Only
Library Fees and Fines		
F. History Project Digital Image Fees		
Fair Use Fees		
1. 8 by 10 single weight glossy	New Fee for FY 2007/08	\$20.00
2. Digital image scanned to CD/ROM	New Fee for FY 2007/08	\$25.00
Commericial Use Fees		
1. For Educational Media	New Fee for FY 2007/08	\$25.00
For Brochures and flyers	New Fee for FY 2007/08	\$50.00
3. Trade publications, including electronic Magazines/Websites	New Fee for FY 2007/08	\$75.00
4. Commercial Media	New Fee for FY 2007/08	\$125.00
5. Commercial décor	New Fee for FY 2007/08	\$125.00
Advertising and product design	New Fee for FY 2007/08	\$125.00
Parks and Public Works		
Parks Division		
Plaza Use Permit Fees when closed to public	New Fee for FY 2007/08	\$55 per hour
Turf Impact Fees		As determined by PPW Director
Police Fees and Fines		
Fingerprinting		Additional wording only
Solicitor/Peddler's Permit (addition of DOJ \$32 and LGPD \$25)	\$36.00	\$93.00
Clearance Letters	22000	4.5.00
2. If not notarized add	\$10.00	Fee Deleted

	Adopted	Proposed
Fee Category	FY 06/07 Fee	FY 07/08 Fee
Fees Changed by Consumer Price Index (3.4% increase)		
8. Transformers		
Up to 10 KVA	\$22.00	\$23.00
Up to 50 KVA	\$39.00	\$40.00
Over 50 KVA	\$56.00	\$58.00
10. Service Equipment		
200 amps or less	\$56.00	\$58.00
201 to 999 amps	\$78.00	\$81.00
Sub-panels	\$28.00	\$29.00
11. Installation of spas or saunas	\$28.00	\$29.00
F. Other Electrical Fees		
1. Duplicate job card	\$28.00	\$29.00
2. Permit extension	\$56.00	\$58.00
3. Mechanical Permits		
A. Permit Issuance	\$33.00	\$34.00
B. Plan Review & Re-inspection Fees	\$116.00	\$120.00
2. Additional plan review	\$89.00	\$92.00
3. Re-inspection fee		
D. Unit Fee Schedule		
1. Installation of each heating, A/C, boiler, etc.	\$28.00	\$29.00
3. Each fireplace appliance	\$22.00	\$23.00
Installation of each hood with mechanical exhaust		
Residential	\$22.00	\$23.00
Commercial	\$83.00	\$86.00
7. Each new or repair of gas piping system	\$50.00	\$52.00
8. Each additional gas outlet	\$16.00	\$17.00
9. Installation of evaporative cooler	\$22.00	\$23.00
E. Other Mechanical Fees		
1. Duplicate job card	\$28.00	\$29.00
2. Permit extension	\$56.00	\$58.00
4. Plumbing Permit Fees		
A. Permit Issuance	\$33.00	\$34.00
B. Plan Review & Re-inspection Fees		
2. Additional Plan Review	\$116.00	\$120.00
3. Re-inspection	\$89.00	\$92.00
D. System Fee Schedule		
1. Private Swimming Pools	\$67.00	\$69.00
2. Public Swimming Pools	\$100.00	\$103.00
3. Lawn Sprinkler system	\$28.00	\$29.00
4. Each new or repair of gas piping system	\$50.00	\$52.00
5. Each drainage, sewer system	\$28.00	\$29.00
6. Radiant floor heating system	\$83.00	\$86.00
E. Unit Fee Schedule		
3. Each septic system abatement	\$83.00	\$86.00
5. Each water heater, water softner	\$22.00	\$23.00
6. Each grease trap interceptor	\$56.00	\$58.00
Each grease trap Residential water re-piping	\$33.00	\$34.00
Residential water re-piping Each ejector/sump pump	\$83.00	\$86.00
Each ejector/sump pump Leach water piping system repair or replacement	\$28.00	\$29.00
12. Each additional gas outlet	\$16.00	\$17.00
12. Lacii auditional gas outlet	\$16.00	\$17.00

	Adopted	Proposed
Fee Category	FY 06/07 Fee	FY 07/08 Fee
Fees Changed by Consumer Price Index (3.4% increase)		
L. Secondary Dwelling Units		
1. New or existing unit	\$816.00	\$844.00
2. Two existing units	\$1,132.00	\$1.170.00
O. Administrative Land Use Permits	. ,	, , , , , , , , , , , , , , , , , , , ,
1. Minor telecommunications	\$107.00	\$111.00
2. Major telecommunications	\$1,291.00	\$1,335.00
2. Subdivisions	. ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	4-7
A. Lot line adjustment (DRC approval)	\$1,220.00	\$1,261.00
B. 4 lots or less (DRC approval)	\$5,096.00	\$5,269.00
C. 5 lots or more	\$8,081.00	\$8,356.00
E. Lot merger and reversion to acreage (DRC approval)	\$603.00	\$624.00
F. Condominium	\$4,268.00	\$4,413.00
G. Certificate of Compliance (DRC approval)	\$2,445.00	\$2,528.00
H. DRC Applications tha trequire Planning Commission Approval	\$1,862.00	\$1,925.00
3. Miscellaneous Application Fees	,	,
C. Conceptual Development Advisory Committee Review	\$1,445.00	\$1,494.00
D. Push Cart Permit	\$282.00	\$292.00
E. Auto Dealer Events		
1. Small promotional events	\$53.00	\$55.00
2. Large promotional events	\$265.00	\$274.00
4. Environmental Assessment Fees		
C. Negative Declaration	\$1,596.00	\$1,650.00
E. Draft EIR Review	\$8,835.00	\$9,135.00
5. Other Fees		•
A. Fence Height Exception	\$159.00	\$164.00
F. Appeals		
1. Fee to appeal PC decision to TC residential	\$277.00	\$286.00
Fee to appeal PC decision to TC commercial	\$1,111.00	\$1,149.00
3. Fee to appeal Direct of CDD or DRC to PC residential	\$139.00	\$144.00
Fee to appeal Direct of CDD or DRC to PC commercial	\$556.00	\$575.00
4. Tree appeals	\$56.00	\$58.00
H. Zoning Research		
1. Basic zoning letter	\$159.00	\$164.00
Legal non-conforming verification	\$371.00	\$384.00
3. Reconstruction of legal non-conforming structures	\$159.00	\$164.00
Engineering Division		
U. Street Improvement In-Lieu Fee		
1. Sidewalks	\$15.00 per linear foot	\$16.00 per linear foot
2. Curb and Gutter	\$55.00 per linear foot	\$57.00 per linear foot
	\$15.00 per linear foot or	\$16.00 per linear foot or determined
V. Trail Improvements In-Lieu Fee	determined by Director	by Director

	Adopted	Proposed
Fee Category	<u>FY 06/07 Fee</u>	FY 07/08 Fee
Fees Changed by Consumer Price Index (3.4% increase)		
Horse Drawn Vehicle		
1. Application Fee	\$98.00	\$101.00
2. Driver's Permit (annual)	\$50.00	\$52.00
3. Vehicle Permit & Inspection Fee	\$50.00	\$52.00
4. Annual Renewal & Inspection Fee	\$50.00	\$52.00
Firearms Dealer's Permit	\$576.00	\$596.00
Vehicle Release	\$150.00	\$155.00
False Alarm		
1. Third False Alarm	\$100.00	\$103.00
2. Fourth False Alarm	\$200.00	\$207.00
3. Fifth False Alarm	\$300.00	\$310.00
Bail Amount		
1. Handicap	\$30.00	\$31.00
Photographs on CD	\$46.00	\$48.00
Copy of Video Tape	\$46.00	\$48.00
Copy of Audio Tape	\$46.00	\$48.00
Parking Permit Fees		
Residential Parking Permits		
Annual residential parking permit/per vehicle	\$35.00	\$36.00
Lost permit replacement	\$25.00	\$26.00
Business Parking Permits		
Standard employee monthly	\$25.00	\$26.00
Standard employee annual	\$200.00	\$207.00
Premium employee monthly	\$35.00	\$36.00
Premium employee annual	\$300.00	\$310.00
Lost permit replacement	\$30.00	\$31.00
Damaged permit replacement (with return of permit)	\$15.00	\$16.00
Construction Parking Permits		
One day parking permit per construction vehicle	\$25.00	\$26.00