

CITY COUNCIL
PUBLIC HEARING

APPROVED
yq 6/6/16
with D'Amice
JUNE 6, 2016 voting NO
with additional
Director

SUBJECT: **COST OF SERVICES STUDY AND PROPOSED FEE
RESOLUTION FOR FISCAL YEAR 2016-17**

INITIATED BY: **FINANCE & TECHNOLOGY SERVICES DEPARTMENT**
(David A. Wilson, Director) *DAW*
(John Leonard, Revenue Manager) *JRL*
(Claudia Duncan, Financial Management Analyst) *CD*

STATEMENT ON THE SUBJECT:

The City Council will hold a public hearing, consider all pertinent testimony, and consider adopting a resolution establishing fees and charges for certain services provided by the City of West Hollywood for the 2016-17 fiscal year. The City Council will also receive and file the Cost of Services Study prepared by MGT of America (Attachment E).

RECOMMENDATIONS:

- 1) Staff recommends that the City Council hold a public hearing, consider all pertinent testimony, and adopt Resolution No. 16 - _____, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ESTABLISHING FEES AND CHARGES FOR CERTAIN SERVICES PROVIDED BY THE CITY OF WEST HOLLYWOOD AND REPEALING RESOLUTIONS NO. 15-4701, 15-4758, and 15-4784."
- 2) Receive and file the Cost of Services Study prepared by MGT of America (Attachment E).

BACKGROUND / ANALYSIS:

As required by law, prior to the implementation of a new or increased fee, the City Council must hold a public hearing. To meet this requirement, each year the City adopts a fee resolution that establishes fees and charges for the upcoming fiscal year. Typically, each division submits any proposed changes to their fee schedules and they are combined into one document by the Revenue Management Division. Most changes are typically minor and may include fees for new services.

After the adoption of the fee schedules for fiscal year 2015-16 the City hired MGT of America ("MGT") to start the process of conducting an extensive Cost of Services Study ("Study"). The Study examined all of the City's fees that are based on staffing costs; for example, recreation fees, planning fees, and special event permit fees. The Study did not examine other fees that are not based on staffing costs; for example, parking fines, facility rental fees, and code citations.

The primary goals of the Study were to:

- Define what it costs the City to provide various fee-related services.
- Determine whether there are any opportunities to implement new fees.
- Identify service areas where the City might adjust fees based on the full cost of services and other economic or policy considerations.
- Develop revenue projections based on recommended increases (or decreases) to fees.
- Provide comparative data for what neighboring cities are charging for similar services.

The formula used to calculate the total cost of each service was comprised of two basic elements; 1) The fully burdened hourly rates of staff providing the service; and 2) The time spent by staff to provide the service. The fully burdened hourly rates used in the Study include both direct costs and indirect costs. Direct costs are defined as those that are directly tied to a service, such as labor, and possibly materials or supplies. An example of direct costs would be the hourly salary and benefits of the individual processing and reviewing community development permits. Indirect costs are those that support more than one service area and are not directly tied to a specific fee. An example of indirect costs would be costs of City finance or human resources staff, which support the divisions and staff members performing the fee services. Once the fully burdened hourly rates were established, MGT worked with all of the City divisions and departments, to establish the amount of hours (on average) it takes them to accomplish each service that is associated with a fee. Once the fully burdened hourly rate for each staff member was established, and the number of hours it takes to perform each service was gathered, the total cost to provide each service could be calculated. The total cost of each service is the product of the fully burdened hourly rate calculation multiplied by the time spent performing the service. These total costs are the full recovery levels shown in both the fee schedules and the MGT Report of Findings ("Report").

The entire methodology employed by MGT to complete the Study is described in the Report, which is included with this staff report as Attachment E.

The staff report includes five attachments that provide further information from the cost of services study process, as well as all of the necessary legal backup documentation for the adoption of the City's 2016-17 fees. The five attachments are described in further detail below:

Attachment A - Fiscal Impact by Division: This attachment shows the net new fiscal impact of staff's recommended fee changes for fiscal year 2016-17 and 2017-18, which include fee increases, decreases, and new fees. The fiscal impact is based on the proposed fee changes and current annual volume of each service. With this in mind, the fiscal impact is considered an estimate, because the annual volume of each service will fluctuate each year based on a variety of factors.

Attachment B - Proposed Fee Resolution: This attachment includes the adopting resolution for the City's 2016-17 fee schedules as well as the fee schedules for each City division. The fee schedules typically show the current year fee, the proposed fee for the up-coming year, and indicate how the fee is changing (no change, increase, or decrease). This year the fee schedules have been expanded to also include the full cost of each service, as identified in the Study, the current cost recovery level, and the proposed cost recovery level with any adjustments to the fee this year. An example of the fee schedules is shown below:

| FINANCE AND TECHNOLOGY SERVICES DEPARTMENT REVENUE MANAGEMENT FEE SCHEDULE FY 16-17 | FULL COST (Based on Fee Study) | Current Recovery Level | | Increase Decrease Same or New | REVISED FEE FY 16-17 | Recomm. Recovery Level FY 16-17 |
|--|--------------------------------------|------------------------------|----------|--|----------------------------|--|
| | | BASE FEE | FY 15-16 | | | |
| | | FY 15-16 | FY 15-16 | | | |
| Alarm Permits | | | | | | |
| Commercial | \$43 | \$30 | 70% | Increase | \$40 | 94% |
| Residential | \$43 | \$20 | 47% | Increase | \$40 | 94% |

The fee schedules provided in Attachment B provide a complete overview of all the City's fees, the cost to perform each service, the current fee, and proposed fee. For example, the table above indicates that it costs the City \$43 to process each commercial alarm permit in the City. The current fee for each commercial alarm permit is \$30, resulting in a current cost recovery of 70%. Staff is proposing to increase this fee in the up-coming year by \$10 to a total of \$40, resulting in a new cost recovery level of 94%.

Attachment C - Justifications for Fee Changes Not Included in the Cost of Services Study: Every fee change included in this year's proposed fee schedules must include a justification document showing the reason for the change. For all but a handful of these changes, the justification is provided in the Study. However, there were several fees that were not included in the Study, but have proposed changes. For these fees, stand-alone justification documents are provided as Attachment C.

Attachment D – Results from Community Survey Regarding User Fees: As part of the cost of services study process, staff prepared a community survey regarding the City's user fees, in order to hear community feedback on current user fees, and understand the public's policy goals for the user fees. Further description of the survey results is included in the Community Engagement portion of this staff report. A total of 130 individuals completed the survey and the complete results are included as Attachment D.

Attachment E - MGT of America: Cost of Services Study, Report of Findings: A full copy of the Report of Findings for the Study is included as Attachment E.

Summary of 2016-17 Fee Changes

Below is a summary, by division, of the major fee changes for fiscal year 2016-17. As mentioned previously, every specific fee change is shown in Attachments B and E.

Arts and Economic Development – The only fees within the Arts and Economic Development Division are facility use fees for rooms at West Hollywood Park. These fees are not tied to staffing costs and will remain the same. However, staff is recommending a new administrative processing and booking fee for each room rental. This fee would recover a portion of the staffing cost associated with managing the rental of these rooms, including set up and oversight. The recommended fee is \$25 for small rooms, \$35 for medium rooms, and \$50 for large rooms. The fee would be charged for all facility rentals, including when the facility rental rate is waived, and could only be refunded if the rental were cancelled within 21 days of the event. This policy is to encourage efficient use of City facilities by all user groups, by discouraging the booking of rooms and then not using them.

Public Information/CATV – These fees are all related to film permitting. Some fees are based on staffing costs, such as film permits, but other fees, such as property use and street closure fees, are not. Generally, staff recommends no changes to these fees, because the fees are comparable to other cities in the area, and any increases could negatively impact the City as a filming location. Staff believes that filming in West Hollywood is important because it provides free publicity for the City and helps to stimulate the local economy. Staff recommends decreasing two fees (which are rarely used) because the fees are currently above the cost of providing the service.

City Clerk – The City Clerk has several user fees, including ones associated with domestic partnerships and lobbyist registration. Staff recommends that domestic partnership registrations remain the same and that lobbyist registration fees be set at a 100% cost recovery level. The current cost recovery for lobbyist registration is only 8%. The new fee for lobbyist registration would be \$120 for an initial application and \$60 each year after that. For comparison, the City of Los Angeles has an annual fee of \$450 and the City of Santa Monica \$50. All other City Clerk fees are not based on staffing costs; including fees for various copies of City documents.

Revenue Management – The primary user fees collected in the Revenue Management Division are alarm permits. These permits are currently set at \$30 for commercial properties and \$20 for residential. The full cost recovery identified by MGT is \$43 for both commercial and residential. Staff recommends an increase in both fees to \$40, which is a 94% cost recovery level. The new fees will be slightly higher than neighboring cities; however, it should be noted that the City allows two free false alarms per permit, while many of other cities do not, and charge between \$100-200 for each false alarm.

Public Safety – The only user fee within public safety that is frequently used is the senior driving class fee. The current fee is \$10 per individual and \$15 for a couple, the cost recovery for these two fees is 6% and 9% respectively. Staff recommends increasing these fees to \$17 per individual and \$25 per couple, for a cost recovery of 10% and 15%. These fees continue to be heavily subsidized in order to encourage participation. Staff believes the increase is reasonable because the class is financially beneficial to participants since they receive a discount on their automobile insurance by participating.

Recreation – In general, recreation user fees are heavily subsidized in West Hollywood and other cities. These fees are also fairly elastic, i.e. if fees increase too much, demand for services will decrease, and if fees remain low, demand will continue to be strong. Currently, the cost recovery level in West Hollywood is approximately 10%. Staff is recommending that these fees remain the same. However, similar to Arts and Economic Development, a new administrative processing and booking fee is recommended for room rentals at Plummer Park. This new fee will be at the same rate as West Hollywood Park; \$25 for small rooms, \$35 for medium rooms, and \$50 for large rooms. The fee would be charged for all facility rentals, including when the facility rental rate is waived, and could only be refunded if the rental were cancelled within 21 days of the event. This policy is to encourage efficient use of City facilities by all user groups, by discouraging the booking of rooms and then not using them.

Special Events – The special events division has two primary types of fees, fees for special event permits and fees for street closures related to special events. Street closure fees are not based on staffing costs and were thus not studied. Currently, the cost of providing special event permits is heavily subsidized by the City (cost recovery is between 6-22%). Based on feedback from the City Council Budget Subcommittee, staff is recommending a separate discussion regarding special events, including fees. Any subsequent recommended changes to special event fees, based on that discussion would be brought back to the City Council for consideration. As part of the discussion, staff recommends that the City Council consider creating a new lower cost permit for low impact events which do not require significant review. Also, as part of the Mayor's Small Business Initiative staff recommends examining current special event permit requirements, and potentially reducing the type of smaller events which actually need to apply for a permit.

However, at this time staff is recommending the implementation of three new fees that are unrelated to the larger policy discussion regarding special events. These fees include an appeal fee of \$572 for the denial of a special event permit, a permit modification fee of \$286, and post event inspection fee of \$195 (if City property is damaged). These three fees are all recommended at full cost recovery.

Rent Stabilization and Housing – All of the user fees within this division are related to the City's rent stabilization ordinance. The primary fee is the rent registration fee, which is an annual per unit fee charged to landlords of rent stabilized buildings. Landlords are permitted to pass 50% of the fee to tenants monthly. The current annual fee is \$120 per unit. Whereas, the full cost of administering the rent stabilization ordinance, as determined by MGT, is \$221 per unit. The fee was last increased in 1993 and has remained at \$120 for the past 23 years. If the fee had been increased annually by the allowable increase in rent (AGA), the fee would currently be \$180. Staff recommends the fee be increased by \$24, to \$144 per unit per year. This would be a \$1 per month per unit increase for both landlords and tenants. Staff is recommending no change to the Section 8 registration fee, to encourage landlords to accept Section 8 vouchers.

The revised fee of \$144 would still be lower than Cities with comparable rent stabilization ordinances, such as Santa Monica at \$175 and Berkeley at \$234 per unit per year. However, the \$24 increase would bring the City's annual rent registration fee closer to cost recovery. Going forward, the rent registration fee will be reviewed, and if appropriate, adjustments will be recommended every four years. Other cities, such as Los Angeles, have lower fees; however Los Angeles' rent stabilization ordinance, and the level of service provided to the public by staff, is not as comparable as Santa Monica's and Berkeley's.

The rent registration fee is due July 1 of each year. To provide additional noticing to landlords and tenants, the increase would not become effective this year, but would be effective next year on July 1, 2017. This will allow time for two advance notices to run in the newsletters mailed to all rent stabilized landlords and tenants in July, 2016, and in January, 2017.

Affordable Housing Impact/In-Lieu Fees – The City has three affordable housing impact/in-lieu fees, two are for residential developments and are set at the same rate. These two fees are annually increased by the year-over-year change in the Construction Cost Index, which is 3.1% for this year. The increased fees shown in Attachment B reflect this increase.

The other affordable housing fee is charged to new commercial developments. The purpose of the non-residential affordable housing impact fee is to address the increased demand for affordable housing generated by new non-residential development. The fee applies to non-residential projects – such as retail, office, and hotels – of more than 10,000 square feet of net new gross floor area.

A Non-Residential Jobs-Housing Nexus Study was completed in August, 2014. Based on the results of the study, the recommendation was to increase the non-residential affordable housing impact fee from \$2.85 to \$8.00 in two phases. In fiscal year 2015-2016 the fee was increased to \$4.00. In fiscal year 2016-2017 it is recommended that the fee be increased to \$8.00. In subsequent years, annual adjustments to the Non-residential affordable housing impact fee will be based on the change in the Builder's Cost Index (BCI) for the month of April. The BCI is a well-established cost index that is closely linked to commercial construction costs, which is why it is used instead of the Construction Cost Index (which is used for residential impact/in-lieu fees).

Current and Historic Preservation Planning – The vast majority of current and historic preservation planning fees are based on staffing costs. Staff recommends that these fees be increased to 100% of cost recovery, but phased in over four years. A four year period is recommended because the City will be performing a cost of services study every four years, to align with every other two-year budget; by the time the next cost of services study is performed fees will be at full recovery, based on the previous study. However, staff recommends that some fees not be increased to the 100% level.

Specifically, staff recommends that development permits (Class A through Class D) only increase to 60% of cost recovery in order to be more comparable to neighboring cities' fees; these increases will also be phased-in over a four period. Planning staff also recommends that demolition permits remain at their current rates, as this fee is always required in concert with other fees for development (or similar) permits, and increasing it would essentially increase the cost of development permits. Staff also recommends that zone clearance application fees remain generally the same as the existing fees, in order to encourage small projects in the City (residences and businesses), and to also encourage owners to submit applications rather than perform work without a permit.

Currently, the City charges \$798 for a Mills Act contract application, which allows property owners to receive a property tax reduction for preserving a historic structure. Staff is recommending that the current fee remain the same for single family homes, in order to encourage this type of application. For commercial Mills Act applications, staff recommends an increase to 50% cost recovery in four years; the fee in FY 2016-17 will be \$2,028. Lastly, staff recommends that Transfer of Development Rights (TDR) application fees remain the same in order to encourage these types of applications.

Building and Safety – Fees within the building and safety division are not included on the City's fee schedules, because the fees are tied to the 2013 California Building Code with 2014 Edition of County of Los Angeles amendments. For this reason, the fees were also not a part of the Study. There were several inspection fees within the division that are duplicative of fees in the code compliance division, and were removed from the building and safety fee schedule because they are not used by the division.

Code Compliance – There are a number of user fees within the Code Compliance division. Staff recommends that the majority of these fees increase to 100% cost recovery. Some of the specific changes include:

- Code compliance inspection fees for violations and hourly reimbursement rates for investigations (when legal proceedings are involved) will increase to 100% cost recovery. The current rates range from \$60-\$75 and will increase to \$100-\$200.
- Marijuana licenses are currently at 73% cost recovery; staff recommends an increase to full cost recovery, \$2,726.
- Extended hours construction permit fees are currently \$60, which is a cost recovery of 23%. However, applicants can use these permits for up to 30 days, which was not the original intent of the permit. Staff recommends changing the structure of this fee to a one-day permit for \$120, with each additional day costing \$50, up to a maximum of 30 days.

Business license applications, business license renewals, temporary valet license fees, and valet encroachment fees will all remain unchanged (and will continue to be subsidized by the City), in order to not increase costs for local businesses.

Administrative Citation Fees – Administrative citations are not based on staffing costs and were thus not reviewed as part of the Study. However, staff is recommending the addition of new citations related to short-term residential rentals, based on the City Council’s prior approval of changes to the City’s Municipal Code related to short-term residential rentals.

Staff is recommending the following schedule of violations:

| For Short-Term Residential Rent Advertisements <u>with</u> a Listed Rental Rate | |
|---|------------------------------------|
| Administrative Fee | \$50 |
| First Offense | 200% of the Advertised Rental Rate |
| Second Offense | 300% of the Advertised Rental Rate |
| Third Offense | 400% of the Advertised Rental Rate |
| For Short-Term Residential Rent Advertisements <u>without</u> a Listed Rental Rate | |
| Administrative Fee | \$50 |
| First Offense | \$500 |
| Second Offense | \$1,000 |
| Third Offense | \$2,000 |

Code Compliance staff believes that these fees will ensure that the level of fine received by violators of the Short Term Vacation Rental Ordinance is commensurate with the level of benefit that they receive from illegally renting their units on a short term basis. Currently, fines begin at \$250 and can rise as high as \$850. For some properties, these amounts may be considered a “cost of doing business” and do not act as a deterrent. By tying the fine amount to the rental rate, the fines no longer become just a cost of doing business. If rates are raised to make up for the expected fine, the fine also goes up. This also helps protect against surge pricing during major events and holidays when the rental rates are expected to rise dramatically.

Parking and Taxi – The majority of the City’s parking fees are not based on staffing costs and instead are calculated internally with the assistance of consultants. However, there are several parking fees closely tied to development and construction activity (parking meter removal/replacement fees, sign removal/replacement fees, etc...), similar to the recommendations for planning and engineering, staff is recommending these fees be set a full cost recovery, but that the increases be phased-in over four years. Currently, the Parking division is working with an independent consultant to study the City’s taxi program and fees. This study is in response to the rapid changes that have occurred in the local transportation industry as the result of ride-sharing companies, such as Uber and Lyft. MGT has provided the cost recovery rates for the City’s taxi fees to the consultant working on the study, so that they can utilize them as they formulate recommendations.

Engineering – Similar to the current and historic preservation planning division, staff recommends that engineering fees directly related to construction should be increased to 100% cost recovery, but phased in over four years. Other engineering fees, such as sidewalk encroachment fees will remain the same because they are not based on staffing costs, and to also not increase costs on small businesses. It should be noted that West Hollywood's monthly per square foot sidewalk encroachment fee of \$1 is significantly lower than comparable Westside cities, including Santa Monica (\$6-\$1.80) and Beverly Hills (\$1.40).

Future Adjustments to Fees

As indicated in several of the previous summary sections, various fee increases will be phased on over the next four years. Staff recommends that the majority of the other fees not included in these "phase-in schedules" be increased in the future by the same CPI adjustment included in the memorandum of understandings between the City and its employee unions. By using this CPI adjustment, fees should increase at a similar rate as staffing costs. As a part of next year's fee resolution staff will prepare a schedule of which fees are subject to these annual increases and which fees are not.

In the future, staff anticipates performing a cost of services study every four years to correspond with every other two-year budget.

Key Changes/Recommendations and Next Steps

Full Cost Recovery for Development Related Permits – Staff is recommending full cost recovery for the majority of permits related to new development in the City, including fees in the Current and Historic Planning Division, Engineering Division, Parking Division, and Facilities & Field Services Division. As indicated previously, these increases will be phased-in over the next four years. A policy of full cost recovery for these fees is both fiscally prudent and similar to other cities.

Rent Stabilization Registration Fee and Affordable Housing Fees – Staff is recommending the first increase to the City's rent stabilization registration fee in the last 23 years. While the increase does not make the City's fee equal to other comparable cities, it does move the City's fee closer to full cost recovery. Staff also recommends reexamining the fee every four years as part of each cost of services study. At the same time, staff is recommending several increases to the City's affordable housing impact and in-lieu fees, which will help to raise additional funds for affordable housing.

Special Events – Based on feedback provided by the City Council Budget Subcommittee, staff is recommending that the City Council have a larger discussion regarding special events, and hold-off on any fee changes until after that discussion. Staff recommends that the following items be discussed:

- The appropriate subsidy level for special event permits; which are currently heavily subsidized (particularly Class A and B permits).

- The creation of an additional special event permit for low impact events at a reduced fee.
- Adjustments to which events actually need to apply for City permits. Including the potential creation of a simple online registration system for small events, instead of requiring a full permit.

These potential changes would be beneficial to local businesses by decreasing costs and administrative work. They would also allow the City's special events division to focus their attention on larger events that require more review.

Administrative Booking Fee for City Facilities – Staff is recommending that new administrative processing and booking fees be implemented for the rental of all City facilities, including rooms at West Hollywood Park and Plummer Park. These fees would be set at low subsidized levels; \$25 for small rooms, \$35 for medium rooms, and \$50 for large rooms. Staff recommends that this fee be charged for all bookings, even when the facility rental rate is waived. Staff also recommends that the refund policy for this fee be set at 21 days (in order to receive a refund, a reservation would need to be cancelled at least 21 days prior to the event). Staff believes that this policy will help to encourage efficient use of the City's facilities, and discourage the booking of rooms and then not using them. These changes are also important for the efficient management of the increased number of rooms the City will have after West Hollywood Park Phase II is complete. Lastly, staff plans to perform a facility maintenance cost study in the future, so that management and the City Council have a greater understanding of the cost to maintain the City's facilities, and how those costs compare to the City's current facility rental rates.

Small Businesses – While reviewing the study findings and make fee change recommendations, staff carefully reviewed fees related to small businesses and in most cases left those fees unchanged. Staff is recommending that business license application fees, business license renewal fees, temporary valet license fees, valet encroachment fees, and sidewalk encroachment fees all remain at their current levels and that the City continue to subsidize their costs. Additionally, planning fees related to development permits and zone clearances were increased at significantly lower levels than other planning fees. Lastly, as mentioned previously, staff is recommending that the City Council discuss revisions to the special events permitting process, including fee levels; these adjustments could substantially benefit small businesses.

Future Fee Adjustments – Staff plans to undertake a cost of services study every four years, to align with every other two-year budget. Between those studies, it is recommended that that majority of fees increase by the same CPI adjustment included in the memorandum of understandings between the City and its employee unions. By using this CPI adjustment, fees should increase at a similar rate as staffing costs. This should keep the City's fees closer to cost recovery levels than they have been in the past.

Development Exaction Fees – Staff plans to issue a RFP for a consultant to perform a nexus study for the City’s development exaction fees, including the public open space fee, child care facility fee, traffic impact fee, and public art fee. These fees have not been updated in a number of years and in many cases do not match the impact new developments have on the item being addressed. Funding for this study is included in the proposed City budget for FY 2016-17.

CONFORMANCE WITH VISION 2020 AND THE GOALS OF THE WEST HOLLYWOOD GENERAL PLAN:

This item is consistent with the Primary Strategic Goal(s) (PSG) and/or Ongoing Strategic Program(s) (OSP) of:

- PSG-3: Fiscal Sustainability.
- OSP-1: Adaptability to Future Change.

In addition, this item is compliant with the following goal(s) of the West Hollywood General Plan:

- G-2: Maintain transparency and integrity in West Hollywood’s decision-making process.

EVALUATION PROCESSES:

The fees are reviewed on an annual basis, for the annual fee resolution. Moving forward, cost of services studies will be performed by the City every four years to align with every other two-year budget.

ENVIRONMENTAL SUSTAINABILITY AND HEALTH:

n/a

COMMUNITY ENGAGEMENT:

As part of the cost of services study process, Finance Staff, in conjunction with Communications Staff, prepared a community survey regarding the City’s user fees. The survey was prepared so that staff could hear community feedback on current user fees, and understand the public’s policy goals for related to fees. A total of 130 individuals completed the survey and the complete results are included as Attachment D. The following bullet points provide an overview of some of the main findings from the survey.

- Approximately 59% of survey respondents indicated that they lived in West Hollywood, 37% said they owned or operated a business in the City, 28% said they conduct business in West Hollywood, and 10% indicated they visited the City for its services and programs.
- On average, the services provided with user fee revenues had a 62% satisfaction rate. This rate only accounts for individuals that indicated they utilized the applicable service.

- Approximately 35% of respondents who use City services said they believed the fees were calculated fairly. Generally the same amount believed the fees were not calculated fairly (37%), and 28% indicated they were calculated “somewhat” fairly.
- 55% of respondents said the City’s current recreation fees were priced at a level that was affordable enough for them to participate in the City’s offerings. 42% indicated the fees were “somewhat” affordable enough, and 4% said they were not affordable.
- Of the business owners who took the survey, the top four fees that they indicated impacted their businesses the most were business taxes, business licensing fees, planning and development fees, and special event permit fees.
- When asked which fees they were most supportive of the City subsidizing, survey takers indicated that their top four were recreation fees, rent stabilization fees, planning fees, and special event permitting fees.
- When asked which fees they were least supportive of the City subsidizing, survey takers indicated that their top four were film permitting, taxi licensing/permitting, alarm permitting, and business licensing.
- 38% of survey takers felt that it was equally important to subsidize both resident and business related fees, 33% said it was more important to subsidize resident fees, and 11% said it was more important to subsidize business fees. The remaining 18% were unsure.
- When asked which three fees they would lower, respondents said business licensing fees, rent stabilization fees, and planning fees.
- When asked which three fees they would increase, respondents said film permitting fees, taxi licensing/permitting fees, and engineering fees.
- Of the rent stabilized tenants surveyed, 63% were supportive of an increase to rent registration fees in order to maintain the same level of City services; 37% were not.

Staff reviewed the findings from the survey in conjunction with making recommended changes to the fee schedules, and worked to incorporate as much of the feedback as possible. However, it should be noted that some of the survey results were contradictory.

In addition to the survey, rent stabilization division staff performed additional outreach to landlords of rent stabilized buildings regarding the proposed rent stabilization registration fee increase. Specifically, staff notified all rent stabilized landlords of a possible fee increase on May 3, 2016, and held an open community meeting on May 10 to receive input where approximately 50 landlords attended. Landlords were asked if they supported a fee increase, and if so, would they support up to a \$2.50, \$3.50, or \$4.50 per month increase. 43 responses were received. 88% were not in favor of a fee increase; however, 5% did support up to a \$2.50 per month increase to landlords, and 7% were unsure if they would or would not support a fee increase.

OFFICE OF PRIMARY RESPONSIBILITY:

FINANCE & TECHNOLOGY SERVICES DEPARTMENT / REVENUE MANAGEMENT
DIVISION

FISCAL IMPACT:

The fiscal impact is a potential increase to revenues of \$341,833 for FY 2016-17. In addition, staff estimates a potential increase in revenues of approximately \$572,546 in FY 2017-18 due to the increase in rent stabilization registration fees, as well as the continued implementation of phased-in increases to planning, facilities & field services, engineering, and parking related development and construction fees. Some of the proposed changes outlined in this item are new City fees, for this reason the full amount of new revenue expected from these fees should be considered estimates. These amounts will be incorporated into the proposed budget for 2016-17 and 2017-18 when appropriate and are detailed in Attachment A.

ATTACHMENTS:

Attachment A: Fiscal Impact by Division

Attachment B: Proposed Fee Resolution

Attachment C: Justifications for Fee Changes Not Included in the Cost of Services Study

Attachment D: Results from Community Survey Regarding User Fees

Attachment E: MGT of America: Cost of Services Study, Report of Findings

RESOLUTION NO. 16-4841

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD ESTABLISHING FEES AND CHARGES FOR CERTAIN SERVICES PROVIDED BY THE CITY OF WEST HOLLYWOOD AND REPEALING RESOLUTION NO. 15-4701 15-4758 and 15-4785."

THE CITY COUNCIL OF THE CITY OF WEST HOLLYWOOD HEREBY RESOLVES AS FOLLOWS:

SECTION 1. The City Council desires to set fees for certain services provided by the Economic Development Division and Public Information Division of the City Manager's Department, the City Clerk's Division of the Human Resources the Administrative Services Department, the Revenue Management Division of the Finance and Technology Services Department, The Public Safety Department, the Recreation, Special Events and Rent Stabilization & Housing Divisions of the Human Services and Rent Stabilization Department, the Current and Historic Preservation Planning, Long Range and Mobility Planning and the Building and Safety Divisions of the Community Development Department, and the Parking, Engineering, Code Compliance and Facilities and Field Services Divisions of the Department of Public Works. Notwithstanding the fees adopted by the resolution, the City Manager or his designee may reduce or waive the fees for non-profit organizations upon showing that the fee would cause a financial hardship, or for City sponsored or sanctioned events.

SECTION 2. The City Council adopts the Schedule of Fees and Charges for Economic Development and Public Information/CATV and Public Access in the City Manager's Department attached hereto and made a part hereof.

SECTION 3. The City Council adopts the Schedule of Fees and Charges for City Clerk/Records in the Human Resources and Administrative Services Department attached hereto and made a part hereof.

SECTION 4. The City Council adopts the Schedule of Fees and Charges for Revenue Management in the Department of Finance and Technology Services attached hereto and made a part hereof.

SECTION 5. The City Council adopts the Schedule of Fees and Charges for Public Safety Administration in the Public Safety Department attached hereto and made a part hereof.

SECTION 6. The City Council adopts the Schedule of Fees and Charges for Recreation, Special Events and Rent Stabilization & Housing in the Department of Human Services & Rent Stabilization Department attached hereto and made a part hereof.

SECTION 7. The City Council adopts the Schedule of Fees and Charges for Current and Historic Preservation Planning, Long Range and Mobility Planning and the Building and Safety in the Community Development Department attached hereto and made a part hereof.

SECTION 8. The City Council adopts the Schedule of Fees and Charges for Code Compliance, Administrative Citations Program, Facilities and Field Services, Parking, Taxi Program and Engineering in the Department of Public Works attached hereto and made a part hereof.

SECTION 9. The City Council finds that the foregoing fees reflect and do not exceed the actual costs of providing the service for which the fee is collected as set forth in the fee justification reports on file in the office of the City Clerk, including the Cost of Services Study performed by MGT of America and dated May 2016. The City Council finds that the revenue sources for the services to be provided will be the fees charged for such services and General Fund revenues.

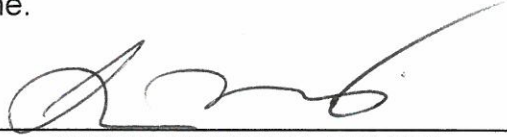
SECTION 10. For the Schedule of Fees and Charges for Current and Historic Preservation Planning, Long Range and Mobility Planning and Building and Safety in the Community Development Department, the fees are effective pursuant to California Government Code Section 66017 which states that development project fees that "apply to the filing, acceptance, review, approval or issuance of an application, permit, or entitlement to use" shall be effective no sooner than 60 days following the final action on adoption of the fee or charge or increase in the fee or charge. Therefore all fees other than development project fees shall take effect on July 1, 2016 and development project fees shall take effect September 1, 2016.

SECTION 11. Resolutions 15-4701, 15-4758 and 15-4785 are hereby repealed.

PASSED, APPROVED AND ADOPTED by the City Council of the City of West Hollywood at a regular meeting held this 6th day of June, 2016 by the following vote:

AYES: Councilmember: Duran, Horvath, Mayor Pro
Tempore Heilman, and Mayor Meister.

| | | |
|----------|----------------|----------|
| NOES: | Councilmember: | D'Amico. |
| ABSENT: | Councilmember: | None. |
| ABSTAIN: | Councilmember: | None. |



LAUREN MEISTER, MAYOR

ATTEST:



YVONNE QUARKER, CITY CLERK

| CITY MANAGER'S DEPARTMENT ARTS AND ECONOMIC DEVELOPMENT FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED |
|---|----------|--|----------|
| | FY 15-16 | | FEE |
| | | | FY 16-17 |
| INDOOR FACILITY USE | | | |
| West Hollywood Park - Library City Council Chambers Rental | | | |
| Resident, Commercial - First Hour | \$110 | Same | \$110 |
| Resident, Commercial - Each Additional Hour | \$35 | Same | \$35 |
| Non-Resident, Non Profit - First Hour | \$121 | Same | \$121 |
| Non-Resident, Non Profit - Each Additional Hour | \$35 | Same | \$35 |
| Non-Resident, Commercial - First Hour | \$242 | Same | \$242 |
| Non-Resident, Commercial - Each Additional Hour | \$35 | Same | \$35 |
| Sound and Lighting Technician-Hourly | At Cost | Same | At Cost |
| Facility Use Admin Processing & Booking Fee - Large Rooms * (fee cannot be waived, no refund within 21 days of event) | \$0 | new | \$50 |
| INDOOR FACILITY USE | | | |
| West Hollywood Park - Library Community Meeting Room Rental | | | |
| Resident, Commercial - First Hour | \$110 | Same | \$110 |
| Resident, Commercial - Each Additional Hour | \$35 | Same | \$35 |
| Non-Resident, Non Profit - First Hour | \$121 | Same | \$121 |
| Non-Resident, Non Profit - Each Additional Hour | \$35 | Same | \$35 |
| Non-Resident, Commercial - First Hour | \$242 | Same | \$242 |
| Non-Resident, Commercial - Each Additional Hour | \$35 | Same | \$35 |
| Sound and Lighting Technician - Hourly | At Cost | Same | At Cost |
| After Hours Use Fee | \$40 | Same | \$40 |
| Facility Use Admin Processing & Booking Fee - Medium Rooms * (fee cannot be waived, no refund within 21 days of event) | \$0 | new | \$35 |
| INDOOR FACILITY USE | | | |
| West Hollywood Park - Library West Hollywood Room Rental | | | |
| Resident, Commercial - First Hour | \$55 | Same | \$55 |
| Resident, Commercial - Each Additional Hour | \$30 | Same | \$30 |
| Non-Resident, Non Profit - First Hour | \$75 | Same | \$75 |
| Non-Resident, Non Profit - Each Additional Hour | \$30 | Same | \$30 |
| Non-Resident, Commercial - First Hour | \$110 | Same | \$110 |
| Non-Resident, Commercial - Each Additional Hour | \$30 | Same | \$30 |
| Facility Use Admin Processing & Booking Fee - Small Rooms * (fee cannot be waived, no refund within 21 days of event) | \$0 | new | \$25 |

P.U.F-Property Use & Street Use Fees - Property use fees are charged based on the value of the use of the space, and are not calculated as a cost of service. Per the language in Proposition 26 (exception #4), if a local government makes personal property available for purchase or rental, it can charge whatever the market will bear.

Facility Use Admin Processing & Booking Fees: These include city staff time required to process and manage all reservations, contract day and night porters to set up, take down, and clean up facilities, and facility maintenance expenses.

| CITY MANAGER'S DEPARTMENT Public Information/CATV FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 |
|--|------------------------------|--|-------------------------------------|
| ADMINISTRATIVE PROCESSING FEE (West Hollywood) | | | |
| Motion Picture and Video Photography Administrative Fee | \$1,250 | Same | \$1,250 |
| Late Motion Picture and Video Photography Administrative Fee * | \$2,000 | Same | \$2,000 |
| Blanket Film Permit (more than 7 consecutive days/no greater than 14 consecutive days of filming) | \$5,500 | Decrease | \$5,275 |
| Property Use Fees (Per Day), Motion Picture and Video Photography | | | |
| Residential Areas | \$600 | Same | \$600 |
| City Facilities and Parks | \$850 | Same | \$850 |
| Commercial Areas | \$800 | Same | \$800 |
| Sunset Boulevard | \$1,200 | Same | \$1,200 |
| Street Use Fees, Motion Picture and Video Photography | | | |
| Intermittent Traffic Control (ITC) - Per Day | | | |
| - Residential Streets | \$300 | Same | \$300 |
| - Commercial Streets | \$450 | Same | \$450 |
| - Sunset Boulevard | \$600 | Same | \$600 |
| Closures Residential: | | | |
| 1st Hour | \$500 | Same | \$500 |
| Additional Hours | \$500 | Same | \$500 |
| Closure Commercial (excluding Sunset): | | | |
| 1st Hour | \$1,000 | Same | \$1,000 |
| Additional Hours | \$500 | Same | \$500 |
| Closure Sunset Boulevard: | | | |
| 1st Hour | \$2,000 | Same | \$2,000 |
| Additional Hours | \$2,000 | Same | \$2,000 |
| Revision Fees (per change) | \$100 | Same | \$100 |
| ADMINISTRATIVE PROCESSING FEE (West Hollywood) | | | |
| Still Photography Application Processing Fee | \$150 | Same | \$150 |
| Property Use Fees, Still Photography | | | |
| Public Property | \$50 | Same | \$50 |
| City Facilities and Parks | \$150 | Same | \$150 |
| Commercial Areas | \$150 | Same | \$150 |
| Sunset Boulevard | \$200 | Same | \$200 |
| Revision Fees (per change) | \$30 | Same | \$30 |
| Reduced Fee for Low-Impact Filming on Private Property | | | |
| Film Production with 3 persons or less (maximum 5 guests or extras) | \$0 | Same | \$0 |
| Film Production with 5 persons or less (maximum 10 guests or extras) | \$625 | Same | \$625 |
| Low-Impact Blanket Permit (more than 7 consecutive days/no greater than 14 consecutive days of filming) | \$2,750 | Decrease | \$2,400 |
| Reduced Fee for Additional Low-Impact Filming on Public Property | | | |
| Residential Areas | \$300 | Same | \$300 |
| City Facilities and Parks | \$425 | Same | \$425 |
| Commercial Areas | \$400 | Same | \$400 |
| Sunset Boulevard | \$600 | Same | \$600 |

* **Late Fees-** Late fees are penalties, charged at higher than the original fee, and are charged when an applicant has not applied for a permit ahead of the scheduled shoot.

P.U.F-Property Use & Street Use Fees - Property use fees are charged based on the value of the use of the space, and are not calculated as a cost of service.

Per the language in Proposition 26 (exception #4), if a local government makes personal property available for purchase or rental, it can charge whatever the market will bear.

| CITY MANAGER'S DEPARTMENT PUBLIC INFORMATION / PUBLIC ACCESS FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED |
|--|----------|--|---------|
| | FY 15-16 | | FEE |
| MEMBERSHIPS | | | |
| Annual Membership Dues - Producer | \$25 | Increase | \$30 |
| Annual Membership Dues - Company | \$50 | Increase | \$75 |
| | | | |
| VIDEOTAPES | | | |
| MiniDV Tape 60 Minute - Suitable For Source Footage | \$5 | Same | \$5 |
| DVD Recordable Disc | \$1 | Same | \$1 |
| | | | |
| EQUIPMENT | | | |
| Camera Use Exceeding 3 Per Program Contract | \$15 | Same | \$15 |
| Camera Use Exceeding 6 Per Program Contract | \$50 | Same | \$50 |
| Fee for WHPA Making Single Dub of a Show | \$5 | Same | \$5 |
| Edit Time Exceeding 30 Hours Per Program Contract | \$2 | Same | \$2 |
| Edit Time Exceeding 60 Hours Per Program Contract | \$10 | Same | \$10 |
| Multi-Camera Studio Time Exceeding 1.5 Hours Per Program Contract | \$50 | Same | \$50 |
| Multi-Camera Studio Time Exceeding 3 Hours Per Program Contract | \$100 | Same | \$100 |

* **Videotapes** - The above fees are charged as actual cost for the media only; all labor cost would be covered under annual membership dues.

* **Equipment** - Annual Membership dues allows for a certain number of hours of equipment use. To date, no member has exceeded the allotted hours and therefore these fees have not been charged

* City staff is recommending moderate adjustments to annual membership dues in order to keep these fees affordable to all members.

| HUMAN RESOURCES & ADMINISTRATIVE SERVICES DEPARTMENT CITY CLERK / RECORDS FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|--|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| Domestic Partnership, Registration | \$25 | Same | \$25 |
| Domestic Partnership, Dissolution | \$18 | Same | \$18 |
| Lobbyist Registration (Annual) | \$10 | Increase | \$120 |
| Lobbyist - Addition of Clients to Registration | \$5 | Increase | \$20 |
| Lobbyist - Renewal | \$7 | Increase | \$60 |
| Certification of Documents | \$5 | Same | \$5 |
| Subpoena Fee: City Personnel * | | New | \$275 |
| Notary Services - <i>Non-City documents, except Immigration/Visitor Papers</i> | \$10 | Remove | \$0 |
| Tape Duplication - Audio | \$25 | Same | \$25 |
| Tape Duplication - Video | \$10 | Same | \$10 |
| CD/DVD burning (Either Data or Video) | \$1 | Same | \$1 |
| Copy Fees - 1st Page | \$0 | Same | \$0 |
| - Each Additional Page | \$0 | Same | \$0 |
| DOCUMENTS AND PUBLICATIONS | | | |
| General Plan (Only) | \$67 | Same | \$67 |
| General Plan (Including Climate Action Plan & Housing Tech. Appx.) | \$111 | Same | \$111 |
| DOCUMENT - Rent Control Ordinance | \$6 | Same | \$6 |
| DOCUMENT - Rent Control Regulations | \$6 | Same | \$6 |
| DOCUMENT - Zoning Maps | \$5 | Same | \$5 |
| DOCUMENT - Sunset Specific Plan | \$20 | Same | \$20 |
| DOCUMENT - City Budget | \$25 | Increase | \$47 |
| DOCUMENT - City CAFR | \$25 | Increase | \$47 |
| Municipal Code (includes Zoning and Subdivision Codes) | \$115 | Same | \$115 |
| Municipal Code Supplement (Yearly) | \$40 | Same | \$40 |
| Zoning and Subdivision Code | \$43 | Same | \$43 |
| Zoning and Subdivision Code Supplement (Yearly) | \$23 | Same | \$23 |
| STREET NAME CHANGE | | | |
| Application Fee | \$2,000 | Same | \$2,000 |
| Deposit | \$3,000 | Same | \$3,000 |

Department staff recommend adjustments to three Lobbyist fees, setting fees to recover 100% of cost.

***Subpoena Fee: City Personnel:** This fee is allowed by Govt Code Section 68096.1C at \$275, regardless of cost

****Subpoena Fee: non-sworn Personnel:** This fee is mandated by Govt Code Section 68097.2B to be \$150, regardless of c

Notary Services fee to be removed from the City's fee schedule as this service is not performed for the public.

All Copy fees recover duplication cost only (no labor component involved)

| FINANCE AND TECHNOLOGY SERVICES DEPARTMENT REVENUE MANAGEMENT FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|---|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| Alarm Permits | | | |
| Commercial | \$30 | Increase | \$40 |
| Residential | \$20 | Increase | \$40 |
| False Alarms | | | |
| Per False Alarm After 2 False Alarms in 12 Consecutive Months | \$50 | Same | \$50 |
| Per False Alarm After 4 False Alarms in 12 Consecutive Months | \$75 | Same | \$75 |
| Per False Alarm With No Registered Alarm Permit First 4 in 12 Months | \$50 | Same | \$50 |
| Per False Alarm With No Registered Alarm Permit After 4 in 12 Months | \$75 | Same | \$75 |
| Other | | | |
| Local Disability Access Fee (Applicable to Business Tax Certificates) | \$1 | Same | \$1 |
| Returned Check Charge | \$25 | Increase | \$44 |
| Business License Tax - Certificate Inquiry (Per Record) | \$4 | Remove | \$4 |
| Comprehensive Annual Financial Report * | \$25 | Remove | \$47 |
| Two-Year Budget Document * | \$25 | Remove | \$47 |

* Copy Fees recovers duplication cost only (no labor component involved); Both reports now provided by the City Clerks office.

False Alarms - The cost of false alarms is the same regardless of the four categories of fees shown above. Any recommended adjustments to this fee should also apply to all of the other false alarm categories.

Local Disability Access Fee - This fee is state mandated, can't be changed.

Business License Tax Certificate Inquiry - This fee is never charged; a Public Records Request should be filed to obtain this information.

| PUBLIC SAFETY DEPARTMENT PUBLIC SAFETY ADMINISTRATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|--|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| APPEAL OF FIREARM CLASSIFICATION TO THE ROSTER OF SATURDAY NIGHT SPECIAL LIST | | | |
| Appeal to the City Manager | \$465 | Same | \$465 |
| Appeal to the Public Safety Commission | \$550 | Same | \$550 |
| 55 DRIVE ALIVE - ADULT SAFE DRIVING CLASS | | | |
| Per Individual | \$10 | Increase | \$17 |
| Per Couple | \$15 | Increase | \$25 |
| AMERICAN RED CROSS COURSES (CPR or FIRST AID) | | | |
| Identification Card Per Individual (Currently \$5) | Cost | Same | Cost |
| Course Materials (Textbooks) Per Individual - Can Vary (Currently \$20) | Cost | Same | Cost |

Appeal Fees - No history of these fees being charged for more than 17 years. No historical information available upon which to calculate cost. City staff recommends fee remain unchanged on the Master Fee Schedule.

American Red Cross Fees - A fee is charged only to recover the cost of the manual; no city staff time involved.

55 Drive Alive Classes - Department management and staff recommend a moderate increase to the 55 Drive Alive class fees; these fees have not been adjusted in several years, but they should continue to be set at a level that's affordable.

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED |
|--|-----------------|--|-----------------|
| | FY 15-16 | | FY 16-17 |
| INDOOR FACILITY USE | | | |
| Large Rooms | | | |
| Auditorium (w/stage) West Hollywood & Plummer Parks, 300 + persons | | | |
| Resident Commercial - First Hour | \$110 | Same | \$110 |
| Resident Commercial - Each Additional Hour | \$35 | Same | \$35 |
| Non-Resident, Non Profit - First Hour | \$121 | Same | \$121 |
| Non-Resident, Non Profit - Each Additional Hour | \$35 | Same | \$35 |
| Non-Resident, Commercial - First Hour | \$242 | Same | \$242 |
| Non-Resident, Commercial - Each Additional Hour | \$35 | Same | \$35 |
| Security Deposit | \$150 | Same | \$150 |
| Sound and Lighting Technician - Hourly | Charged at cost | Same | Charged at cost |
| Facility Use Admin Processing & Booking Fee - Large Rooms * (fee cannot be waived, no refund within 21 days of event) | \$0 | New | \$50 |
| Mid Size Rooms | | | |
| (200 + persons) | | | |
| Great Hall | | | |
| Resident Commercial - First Hour | \$55 | Same | \$55 |
| Resident Commercial - Each Additional Hour | \$30 | Same | \$30 |
| Non-Resident, Non Profit - First Hour | \$75 | Same | \$75 |
| Non-Resident, Non Profit - Each Additional Hour | \$30 | Same | \$30 |
| Non-Resident, Commercial - First Hour | \$110 | Same | \$110 |
| Non-Resident, Commercial - Each Additional Hour | \$30 | Same | \$30 |
| Security Deposit | \$150 | Same | \$150 |

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED |
|---|----------|--|----------|
| | FY 15-16 | | FY 16-17 |
| Facility Use Admin Processing & Booking Fee - Medium Rooms * (fee cannot be waived, no refund within 21 days of event) | \$0 | New | \$35 |
| Small Rooms | | | |
| Room 1, 2, 3, 4, 5, 6, Art Room 1, Art Room 2, Plummer Park | | | |
| Resident Commercial - First Hour | \$45 | Same | \$45 |
| Resident Commercial - Each Additional Hour | \$24 | Same | \$24 |
| Non-Resident, Non Profit - First Hour | \$65 | Same | \$65 |
| Non-Resident, Non Profit - Each Additional Hour | \$24 | Same | \$24 |
| Non-Resident, Commercial - First Hour | \$90 | Same | \$90 |
| Non-Resident, Commercial - Each Additional Hour | \$24 | Same | \$24 |
| Security Deposit | \$150 | Same | \$150 |
| Facility Use Admin Processing & Booking Fee - Small Rooms * (fee cannot be waived, no refund within 21 days of event) | \$0 | New | \$25 |
| Sky Room & Kings Road Park | | | |
| Resident Commercial - First Hour | \$36 | Same | \$36 |
| Resident Commercial - Each Additional Hour | \$12 | Same | \$12 |
| Non-Resident, Non-Profit - First Hour | \$50 | Same | \$50 |
| Non-Resident, Non-Profit - Each Additional Hour | \$15 | Same | \$15 |
| Non-Resident, Commercial - First Hour | \$72 | Same | \$72 |
| Non-Resident, Commercial - Each Additional Hour | \$12 | Same | \$12 |
| Kitchen Facilities | | | |
| Resident/Non-Resident (All Classifications) With Room Rental | \$20 | Same | \$20 |
| Resident/Non-Resident (All Classifications) With Room 6 Rental Only | \$20 | Same | \$20 |
| Resident/Non-Resident (All Classifications) Without Room Rental | \$0 | Same | \$0 |
| Deposits | | | |
| Resident (All Classifications) With Room Rental | \$150 | Same | \$150 |

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED |
|--|--------------------|---------------------------------------|--------------------|
| | FY 15-16 | | FY 16-17 |
| Non-Residents (All Classifications) With Room Rental | \$350 | Same | \$350 |
| <i>May be required or waived where appropriate - see each individual room.</i> | | | |
| OUTDOOR FACILITIES | | | |
| PICNIC ZONE RESERVATIONS - W. H. PARK | | | |
| \$15 per Hour (Four-hour Minimum and 30 People Max Each Picnic Zone) | \$15/hr - \$60 min | Same | \$15/hr - \$60 min |
| SWIMMING POOL/AQUATIC PROGRAMS | | | |
| <i>Two lifeguards and 1 locker room attendant per each 50 persons or increment thereof must be provided at cost to permit group at current lifeguard salary.</i> | | | |
| Group Rental - All Fees Listed are Per Hour, Two Hour Minimum | | | |
| Resident, Non-Profit, Commercial or Private - | | | |
| Up to 75 Persons | \$100 | Same | \$100 |
| Each Additional 25 Persons or Increment Thereof | \$40 | Same | \$40 |
| Non-Resident, Non-Profit, Commercial or Private - | | | |
| Up to 75 Persons | \$150 | Same | \$150 |
| Each Additional 75 Persons or Increment Thereof | \$75 | Same | \$75 |
| Training Ticket Swim Team (Fees Listed are Per Hour) | | | |
| Sponsored Group, Exclusive use (Minimum 25 Persons) | \$25 | Same | \$25 |
| Non-Sponsored Group, Exclusive Use (Minimum 25 Persons) | \$45 | Same | \$45 |
| Other Public Agencies - Per Day | \$120 | Same | \$120 |
| Individual Swimming Pool Fees - | | | |
| Recreational Swim - | | | |
| Resident Child (15 and Under) | \$1 | Same | \$1 |

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED |
|--|--------------|--|--------------|
| | FY 15-16 | | FY 16-17 |
| Resident Adults | \$2 | Same | \$2 |
| Non-Resident Child (15 and Under) | \$2 | Same | \$2 |
| Non-Resident Adults | \$3 | Same | \$3 |
| Laps - | | | |
| Resident Adults | \$2 | Same | \$2 |
| Non-Resident Adults | \$5 | Same | \$5 |
| Group Lessons - (8 Lessons Per Session - Child) | | | |
| Resident and Non-Resident Rate | \$40 | Same | \$40 |
| Private Swim Lesson - (4 Lessons Per Session - Child) | | | |
| Resident and Non-Resident Rate | \$50 | Same | \$50 |
| Swim Pass - 25 Swims - | | | |
| Resident Child (15 and Under) | \$25 | Same | \$25 |
| Resident Adult | \$35 | Same | \$35 |
| Non-Resident Child (15 and Under) | \$35 | Same | \$35 |
| Non-Resident Adult | \$60 | Same | \$60 |
| Seniors and Disabled Swim | \$0 | Same | \$0 |
| Youth Swim Team-Gators (Per Child/Month) | \$55 to \$65 | Same | \$55 to \$65 |
| OUTDOOR TENNIS COURTS - Department Director may set Tennis Fees | | | |

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED |
|--|----------|---------------------------------------|----------|
| | FY 15-16 | | FY 16-17 |
| <p><i>West Hollywood Park Courts : All courts are free on a first-come, first-serve basis except when reserved for teaching by City Concessionaire.</i></p> <p><i>Plummer Park Courts : Courts 1 and 2 are reservable on Saturday and Sunday from 8:00 am to 7:00 pm. All other times are available for free play. Courts 3, 4, and 5 are teaching courts. On Saturday and Sunday they are reservable from 8:00 am until 7:00 pm unless scheduled for lessons. All other times are available for free play. Courts 6 and 7 can be reserved Monday through Friday from 3:00 pm to 9:30 pm, and on Saturday and Sunday from 8:00 am to 7:00 pm. All other times are open for free play.</i></p> <p><i>City-sponsored tennis classes will have priority over all other permit requests.</i></p> | | | |
| Resident | \$8 | Same | \$8 |
| Non-Resident | \$8 | Same | \$8 |
| <p><i>Tennis Tournament fees are determined by the City's Tennis Concessionaire, on an event-by-event basis.</i></p> | | | |
| Singles | Varies | Increase/Decrease | Varies |
| Doubles | Varies | Increase/Decrease | Varies |
| Children's' Programs Residents | | | |
| Two Days a Week - <i>Tiny Tots (10 Weeks)</i> | \$120 | Same | \$120 |
| Four Days a Week - <i>Tot Time</i> | \$280 | Same | \$280 |
| Day Camp | \$150 | Same | \$150 |
| Camp Reservation - Deposit Per Week (Per Individual) | \$75 | Same | \$75 |
| Classes | | | |

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED |
|--|------------|--|------------|
| | FY 15-16 | | FY 16-17 |
| Classes Range From \$20 to \$150 in Fees | \$10-\$175 | Increase/ Decrease | \$10-\$175 |
| Refund Fee, Refunds Granted if Requested 7 Days Before the Start of the Class | \$5 | Same | \$5 |
| <i>The City negotiates the fee per class with the instructor. Classes range from one-day workshops to several (4-14) weeks in length. The instructor is paid a percentage of the total fees collected, not to exceed 70%. The remaining 30% (minimum) in fees goes toward publicity, printing and mailing of the Recreation brochure, and other administrative expenses.</i> | | | |
| Excursions | | | |
| One-Day Excursions (Including Transportation and Event Tickets) | \$10-\$60 | Same | \$10-\$60 |
| Special Events Registration | | | |
| Youth Sports and Other Programs - <i>Fees may be charged for these programs and will vary according to the type of activity.</i> | Varies | Same | Varies |
| Farmers Market and Community Gardens | | | |
| Farmer's Market - <i>Farmer's pay a percent of their gross intake</i> | 6.5% | Same | 6.5% |
| Community Garden - Annual Fee Per Plot. | \$100 | Same | \$100 |
| Community Garden - Key Deposit | \$20 | Same | \$20 |

New Facility Use Admin Processing & Booking Fees: These include city staff time required to process and manage all reservations, contract day and night porters to set up, take down, and clean up facilities, and facility maintenance expenses.

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT RECREATION FEE SCHEDULE FY 16-17 | BASE FEE | Increase, Decrease, Same or New | REVISED FEE |
|--|-----------------|--|----------------------------------|
| | FY 15-16 | | FY 16-17 |

During the Fee Study process, costs for the Recreation Division was calculated by Program and not by fee. The cost amounts noted here per items are based on a formula that estimates 100% of the cost by dividing the current fee by the current percentage recovery level calculated via the fee study.

| HUMAN SERVICES AND RENT STABILIZATION DEPARTMENT SPECIAL EVENTS FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|---|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| SPECIAL EVENTS | | | |
| Class C Minor Special Event Permit: | | | |
| Administrative Fee - 10 or more working days prior to event | \$200 | Same | \$200 |
| Administrative Fee - 9 to 5 working days prior to event | \$250 | Same | \$250 |
| Administrative Fee - Less than 5 working days prior to event | \$300 | Same | \$300 |
| Class B Major Special Event Permit: | | | |
| Administrative Fee - 15 or more working days prior to event | \$1,000 | Same | \$1,000 |
| Administrative Fee - 15 to 10 working days prior to event | \$1,250 | Same | \$1,250 |
| Administrative Fee - Less than 10 working days prior to event | \$1,500 | Same | \$1,500 |
| Class A Large - Major Special Event Permit: | | | |
| Administrative Fee - 30 or more working days prior to the event | \$2,500 | Same | \$2,500 |
| Administrative Fee - 29 to 15 working days prior to event | \$5,000 | Same | \$5,000 |
| Administrative Fee - Less than 15 working days prior to event | \$7,500 | Same | \$7,500 |
| Permit Modification Fees | | | |
| Appeal Fee - (to reconsider decision regarding special event application denial) | \$0 | New | \$572 |
| Permit Modification Fee | \$0 | New | \$286 |
| Property Use Fee: | | | |
| Public Property - (per day fee) | \$350 | Same | \$350 |
| City Facilities and Parks (includes Santa Monica Boulevard median) - Per Day | \$400 | Same | \$400 |
| Encroachment Fee | \$100 | New | \$100 |
| Post Event Inspection & Facility Repairs (only if repairs are applicable) | \$0 | New | \$195 |
| Street Use Fee: | | | |
| Intermittent Traffic Control (ITC) - Per 4-Hour Period | | | |
| Santa Monica Blvd. | \$200 | Same | \$200 |
| Sunset Boulevard | \$400 | Same | \$400 |
| All Other Streets | \$200 | Same | \$200 |
| Street Closure - Residential Area | | | |
| 1st Hour | \$500 | Same | \$500 |
| Additional Hours | \$500 | Same | \$500 |
| Street Closure - Commercial Areas (excluding Sunset) | | | |
| 1st Hour | \$1,000 | Same | \$1,000 |
| Additional Hours | \$500 | Same | \$500 |
| Street Closure - Sunset Boulevard | | | |
| 1st Hour | \$2,000 | Same | \$2,000 |
| Additional Hours | \$2,000 | Same | \$2,000 |
| Non-Profit Rate: | | | |
| Percent (%) of fees charged to commercial or private agencies | 50% | Same | 50% |

Encroachment Fee: This fee of \$100 is currently charged when a proposed event encroaches on city property; this fee should be added to the City's Master Fee Schedule.

P.U.F-Property Use & Street Use Fees - Property use fees are charged based on the value of the use of the space, and are not calculated as a cost of service. Per the language in Proposition 26 (exception #4), if a local government makes personal property available for purchase or rental, it can charge whatever the market will bear.

Proposed New Fees:

Appeal Fee: This fee would be charged to applicants wanting the City to reconsider its decision to deny a special event application.

Permit Modification Fee: This fee would be charged to applicants wanting to substantially change any aspect of a proposed special event: location, time, number of participants, etc; thus triggering additional review.

Class C Low Impact Permits: Department management and staff recommend that a new fee for "low impact" Class C events be implemented at a reduced rate.

Special Events - Post Event Insp & Facility Repair Fee: This fee would be charged if a post event inspection resulted in facility repairs.

| HUMAN SERVICES & RENT STABILIZATION DEPARTMENT RENT STABILIZATION AND HOUSING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Revised FEE |
|---|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| RENT STABILIZATION DIVISON | | | |
| Rent Registration Fee | \$120 | Same | \$120 |
| Rent Registration Fee - Section 8 Housing | \$60 | Same | \$60 |
| FILING FEES | | | |
| Rent Decrease Application | \$25 | Same | \$25 |
| Rent Increase Application - Base Fee | | | |
| 1-4 Units - Base Fee | \$500 | Same | \$500 |
| 5-9 Units - Base Fee | \$500 | Same | \$500 |
| 5-9 Units - Plus Fee for Each Unit | \$25 | Same | \$25 |
| 10 Units and Over - Base Fee | \$500 | Same | \$500 |
| 10 Units and Over - Plus Fee for Each Unit | \$35 | Same | \$35 |
| Appeal of Rent Decrease Application | \$25 | Same | \$25 |
| Appeal of Rent Increase Application | \$65 | Same | \$65 |
| Appeal of Objection to Rent Certification | \$25 | Same | \$25 |
| CMAR Certificate | \$10 | Same | \$10 |
| Application to Add Building Security Service(s) | \$25 | Same | \$25 |
| Application to Add/Shift Service(s) - Unit or Building | \$25 | Same | \$25 |
| Administrative Appeal - Director | \$25 | Same | \$25 |
| Request for Special Inspection | \$25 | Same | \$25 |
| Appeal of Compliance Determination | \$25 | Same | \$25 |
| Tenant Relocation Counseling Assistance | \$400 | Same | \$400 |
| Tenant Relocation Counseling Assistance - Special Tenant Category | \$640 | Same | \$640 |
| Removal of Housing Service Application Filing Fee | \$25 | Same | \$25 |
| Delinquent Change of Ownership Filing Fee | \$25 | Same | \$25 |

FFF= Fixed Filing Fee

Management and staff recommend increasing the rent registration fee (fee #1) to \$144. However, due to the timing of annual billings (due on July 1st staff recommends this increase take effect on July 1, 2017.

Costs for various filing fees have not been increased due to the increase in the rent registration fee.

| HUMAN SERVICES & RENT STABILIZATION CONSTRUCTION FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New New | REVISED FEE FY 16-17 |
|---|------------------------------|--|---------------------------------|
| RESIDENTIAL AFFORDABLE HOUSING IMPACT FEE - Per sq. ft. | | | |
| Number of Units to be constructed: | | | |
| Two Units | 12.27 | Increase | 12.65 |
| Three Units | 14.04 | Increase | 14.47 |
| Four Units | 15.79 | Increase | 16.28 |
| Five Units | 17.54 | Increase | 18.09 |
| Six Units | 19.30 | Increase | 19.90 |
| Seven Units | 21.06 | Increase | 21.71 |
| Eight Units | 22.82 | Increase | 23.53 |
| Nine Units | 24.57 | Increase | 25.33 |
| Ten Units | 26.31 | Increase | 27.13 |
| Ten+ Units (for apartment projects w/ no density bonus or incentive) | 26.31 | Increase | 27.13 |
| IN-LIEU FEE SCHEDULE - Per sq. ft. | | | |
| Number of Units to be constructed: | | | |
| Two Units | 12.27 | Increase | 12.65 |
| Three Units | 14.04 | Increase | 14.47 |
| Four Units | 15.79 | Increase | 16.28 |
| Five Units | 17.54 | Increase | 18.09 |
| Six Units | 19.30 | Increase | 19.90 |
| Seven Units | 21.06 | Increase | 21.71 |
| Eight Units | 22.82 | Increase | 23.53 |
| Nine Units | 24.57 | Increase | 25.33 |
| Ten Units | 26.31 | Increase | 27.13 |

Annual adjustments to the residential affordable housing impact fee and in lieu fee are based on changes in the Construction Cost Index (CCI). The fees for fiscal year 2016-2017 are calculated using the fees from fiscal year 2015-2016 increased by the April 2016 CCI annual escalation rate, which was 3.1%. (ENR, April 11, 2016; www.enr.com)

When both the residential affordable housing impact fee and in lieu fee apply to a multi-family residential project, the developer will receive a credit to the impact fee obligation in an amount equal to the in-lieu fee payment that was made by the developer.

| COMMUNITY DEVELOPMENT DEPARTMENT Current and Historic Preservation Planning FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | 9/1/2016 |
|--|----------------------------|--|----------------------------|
| | | | REVISED FEE FY 16-17 |
| CONSTRUCTION DEVELOPMENT PERMITS | | | |
| Class A <i>Projects Over 10,000 Square Feet (Not Classified as a Large Project)</i> | \$12,150 | Increase | \$14,236 |
| Class A - Large <i>Projects Over 10,000 sq. ft; Permits Subject to Classification as a Large Project With a \$130 Hourly Charge Over 92 Hours</i> | \$12,150 \$130 per hour | Increase | \$14,236 |
| Class B - <i>New Projects Under 10,000 sq. ft.</i> | \$6,855 | Increase | \$8,078 |
| Class C - Major Remodels - <i>Additions, Intensification of Use With Additional Square Footage</i> | \$4,551 | Increase | \$4,897 |
| Class D - <i>Intensification of Use Without Additional Square Footage</i> | \$3,273 | Increase | \$3,448 |
| CONSTRUCTION DEVELOPMENT PERMITS-TRAFFIC REVIEW | | | |
| Traffic Rev - Class A Dvlp Permit | | New | \$350 |
| Traffic Rev - Class B Dvlp Permit | | New | \$300 |
| Traffic Rev - Other Permits | | New | \$267 |
| CONSTRUCTION DEMOLITION PERMITS | | | |
| Class A - Planning Commission Approval Required | \$1,299 | Same | \$1,299 |
| Class B - Director Approval Required - Primary Structure | \$600 | Same | \$600 |
| Class C - Director Approval Required - Secondary Structure | \$127 | Same | \$127 |
| CONSTRUCTION ZONE CLEARANCES | | | |
| Zone Confirmation Letter | \$136 | Increase | \$223 |
| Major - Inspection Required | \$334 | Increase | \$350 |
| Minor - No Inspection Required | \$91 | Increase | \$100 |
| Project Conformity Review - Pacific Design Center Only | \$100 | Increase | \$123 |
| CONSTRUCTION ADMINISTRATIVE PERMITS | | | |
| Administrative Permit | \$1,369 | Increase | \$1,630 |
| SMOKING OPERATIONS PLAN | | | |
| Smoking Operations Plan Review | \$91 | Increase | \$168 |
| SUBDIVISIONS | | | |
| Subdivision (Parcel Maps or Tract Maps) | \$3,052 | Increase | \$3,310 |
| Lot Line Adjustments (Includes Recording Fee) | \$771 | Increase | \$925 |
| USE PERMITS | | | |
| Major Conditional Use Permit - Commission Approval Required | \$6,844 | Increase | \$7,404 |
| Major Conditional Use Permit - Tall Walls Only | \$5,409 | Increase | \$5,983 |
| Minor Conditional Use Permit - Director Approval Required | \$5,155 | Increase | \$5,428 |
| Minor Parking Use Permit | \$3,980 | Decrease | \$2,414 |
| Major Parking Use Permit | \$5,307 | Decrease | \$5,275 |
| Temporary Use Permit - Class A (Parking Lots, Temporary Structures) | \$4,420 | Increase | \$4,448 |

| COMMUNITY DEVELOPMENT DEPARTMENT Current and Historic Preservation Planning FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | 9/1/2016 REVISED FEE |
|--|----------------------|--|----------------------------|
| | | | FY 16-17 |
| CONSTRUCTION DEVELOPMENT PERMITS | | | |
| Temporary Use Permit - Class B (Seasonal Sales Lots) | \$786 | Increase | \$1,068 |
| MILLS ACT CONTRACTS | | | |
| Mills Act Contract Application-Commercial | \$798 | Increase | \$2,028 |
| SFR mills act contracts Fee- For Single Family Residence | 0 | New | \$798 |
| Certificate of Appropriateness (Director) * | Waived | Waived | \$4,601 |
| Certificate of Appropriateness (HPC) * | Waived | Waived | \$6,133 |
| Rehab Incentive * | Waived | Waived | \$7,782 |
| VARIANCES | | | |
| Major Variance | \$3,341 | Increase | \$4,511 |
| Modification | \$704 | Increase | \$909 |
| LEGISLATIVE AND POLICY ACTIONS | | | |
| Zoning Text or Map Amendment | \$17,514 | Increase | \$17,888 |
| General Plan Amendment | \$17,514 | Increase | \$17,888 |
| Specific Plan/Specific Plan Amendment - | \$17,514 | Increase | \$18,549 |
| Development Agreement/Development Agreement Amendment - <i>In addition, the applicant will be billed the hourly rate for review of documentation by the City Attorney</i> | \$17,514 | Increase | \$19,555 |
| Development Agreement Deposit | \$100,000 | Same | \$100,000 |
| SIGNS | | | |
| Sign Permit - Permanent | \$321 | Increase | \$338 |
| Signs - Planning Commission Approval Required <i>(Creative Sign Permits, District)</i> | \$3,348 | Increase | \$3,508 |
| Creative Sign - Director Approval Required | \$1,693 | Increase | \$1,923 |
| Comprehensive Sign Program | \$2,172 | Increase | \$2,474 |
| BILLBOARDS | | | |
| Standard- Legalization or Replacement | \$1,031 | Increase | \$1,565 |
| Creative Billboard | \$1,392 | Decrease | \$481 |
| Planning Commission Approved (New Billboard, Large Creative Billboard) | \$4,148 | Increase | \$6,095 |
| SITE INSPECTIONS | | | |
| Site Inspection for Sign Off (For Each Inspection After the Initial Inspection) | \$264 | Increase | \$594 |
| ENVIRONMENTAL REVIEW | | | |
| <p><i>These fees are only charged once when charged with concurrent permits. For projects which may have significant impact on the environment and will therefore require mitigation measures, the fee for <u>Mitigated</u> Negative Declaration must be charged. Fees regarding mitigation monitoring plans and their implementation shall be charged to the applicant after the Mitigated Negative Declaration has been adopted but prior to issuance of building permits.</i></p> | | | |

| COMMUNITY DEVELOPMENT DEPARTMENT Current and Historic Preservation Planning FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | 9/1/2016 REVISED FEE |
|---|--|--|--|
| | | | FY 16-17 |
| CONSTRUCTION DEVELOPMENT PERMITS | | | |
| Categorical Exemption | \$70 | Same | \$70 |
| Initial Study with Negative Declaration | \$2,559 | Same | \$2,559 |
| Initial Study with MITIGATED Negative Declaration | \$3,242 | Same | \$3,242 |
| Seismic Study Review - Deposit; Additional Fees will be Billed to Applicant | \$5,000 | Same | \$5,000 |
| Special Studies (Traffic, Geological, etc.) | Negotiated | Same | Negotiated |
| EIR Processing (Including Addendum, Supplements, etc.) | Negotiated | Same | Negotiated |
| EIR Contract Administration & Document Review Fee, and Seismic Review | 12% of contract | Same | 12% of contract |
| Mitigation Monitoring Plan Development | \$742+ \$43/meas. | Same | \$742+ \$43/meas. |
| From Construction Start for One Year | \$138/meas. | Same | \$138/meas. |
| From Two to Five Years <i>This is an up front deposit. In some cases the actual costs of enforcement will exceed the initial deposit paid. The City retains the right to bill the applicant for additional hours billed to the monitoring program.</i> | \$94/meas. | Same | \$94/meas. |
| AMENDMENTS/APPEALS/EXTENSIONS | | | |
| Appeal - <i>The cost of any required noticing and postage will also be charged to the applicant.</i> | 1/2 original fee; minimum \$424; not to exceed original permit fee | Same | 1/2 original fee; minimum \$424; not to exceed original permit fee |
| Appeal of Zoning Code Interpretation - <i>The cost of any required noticing and postage will also be charged to the applicant.</i> | \$1,327 | Increase | \$2,343 |
| Amendment to Permit (<i>Previously Approved by Commission</i>) | 1/2 base fee | n/a | 1/2 base fee |
| Amendment to Permit (<i>Previously Approved by Staff</i>) | \$145 | Increase | \$712 |
| Extension Request (<i>Staff Approval</i>) | \$2,058 | Increase | \$2,079 |
| Extension Request (<i>Commission Approval or Administrative Permit</i>) | 1/2 base fee | n/a | 1/2 base fee |
| DOUBLE FEES | | | |
| Double Fee | 2x app fee | Same | 2x app fee |
| TRANSFER OF DEVELOPMENT RIGHTS | | | |
| Verification Fee | \$195 | Same | \$195 |
| Initial Inspection Fee | \$145 | Same | \$145 |
| Re-Inspection Fee | \$99 | Same | \$100 |
| Notification filing fee | \$220 | Same | \$220 |
| HEARING MATERIALS | | | |

| COMMUNITY DEVELOPMENT DEPARTMENT Current and Historic Preservation Planning FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | 9/1/2016 REVISED FEE |
|---|----------------------|--|----------------------------|
| | | | FY 16-17 |
| CONSTRUCTION DEVELOPMENT PERMITS | | | |
| <i>This is the base, or minimum fee, for items in this section. The applicant will be billed if the actual costs are higher.</i> | | | |
| Mailing labels for 500 Foot Radius | \$620 | Same | \$620 |
| Each 500 Foot Radius Additional APN | \$100 | Same | \$100 |
| Postage (For Each Notice) | \$605 | Same | \$605 |
| Published Notice in Newspaper (For Each Notice) | \$893 | Same | \$893 |
| DOCUMENTS | | | |
| Agenda Subscription (<i>Same as City Clerk's</i>) | \$25 | Same | \$25 |
| General Plan | \$37 | Same | \$37 |
| Zoning Ordinance | \$50 | Same | \$50 |
| Sunset Specific Plan | \$20 | Same | \$20 |
| "Opening a Business" | \$5 | Same | \$5 |
| GIS/Zoning Map (Letter Size) | \$5 | Same | \$5 |
| Monthly Status Report | \$0 | Same | \$0 |
| RECORDING FEES | | | |
| Non-Specific Documents Requiring Recordation | \$200 | Same | \$200 |
| Agreement to Pay Affordable Housing In-Lieu Fee | \$200 | Same | \$200 |
| Agreement Imposing Restrictions on Real Property | \$200 | Same | \$200 |
| DEVELOPMENT EXACTION FEES | | | |
| Affordable Housing (Housing Division) <i>(Of Net New Commercial - Per Square Foot) *</i> | \$4.00 | Increase | \$8.00 |
| Public Open Space <i>(Of Net New Commercial - Per Square Foot)</i> | \$0.79 | Same | \$0.79 |
| Child Care Facilities <i>(Of Net New Commercial - Per Square Foot)</i> | \$0.65 | Same | \$0.65 |
| Commercial -Transportation <i>(Of Net New Commercial - Per Square Foot)</i> | \$1.85 | Same | \$1.85 |
| Residential -Transportation <i>(Of Net New Dwelling Unit - Per Dwelling Unit)</i> | \$447.92 | Same | \$447.92 |
| Parking Reduction Fee (Parking Division) <i>Intensified Use Near City Parking Facility Per Space</i> | \$10,000 | Same | \$10,000 |
| On-Street Public Parking Space Elimination (Per Space) | \$20,000 | Same | \$20,000 |
| PLANNING DIVISION SURCHARGES | | | |
| <i>Applied to all permit applications, excluding: hearing materials; parking in-lieu fees; documents; recording fees; and development exaction fees</i> | | | |
| Zoning Code Update and Maintenance | 8.00% | Same | 8.00% |
| Technology | 6.00% | Same | 6.00% |

| COMMUNITY DEVELOPMENT DEPARTMENT Current and Historic Preservation Planning FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | 9/1/2016 REVISED FEE | |
|---|----------------------|--|----------------------------|-------|
| | | | FY 16-17 | |
| CONSTRUCTION DEVELOPMENT PERMITS | | | | |
| General Plan Maintenance | 3.00% | Same | 3.00% | |
| MISCELLANEOUS | | | | |
| Pre-Application Meeting | | | | |
| | First Meeting | \$598 | Decrease | \$283 |
| | Subsequent Meetings | \$1,195 | Decrease | \$214 |
| Design Review Subcommittee (1st Review Only; Subsequent Free of Charge) | \$663 | Same | \$663 | |
| Concurrent Plan Check - Planning Administration | \$1,061 | Increase | \$1,378 | |
| Concurrent Plan Check for Mobility Planning --(All mobility planning review over 90 minutes will be charged \$100/hr) | | New | \$150.00 | |

NLB- Not Labor Based

***Certificate of Appropriateness Director, HPC & Rehab Incentive- This is to add an existing fee that was not listed on our fee sheet. We normally waive these fees because it is for changes to designated cultural resources.**

Affordable Housing (Dev Exaction Fee- Housing Division): Applies to non-residential projects of more than 10,000 sq. ft. of net new gross floor plan. Per Jobs-Housing Nexus Study conducted in August of 2014, the recommendation was to increase the fee from \$2.85 to \$8 over a two-year period. The fee was increased from \$2.85 to \$4 during FY 2016 and from \$4 to \$8 on FY 2017.

New Fees:

Traffic Rev -Class A, Class B and Other Permits: These are new fees for review by Mobility Planner for Development Permits and other entitlements.

Concurrent Plan Check for Mobility Planning : This is a new fee calculated at \$150 for a Mobility Planner 90 minutes review.

SFR mills act contracts Fee- For Single Family Residence: Created to keep the lower fee for Single Family Residence fee while increasing the fee for commercial properties.

| COMMUNITY DEVELOPMENT DEPARTMENT LONG RANGE AND MOBILITY PLANNING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | 9/1/2016 REVISED FEE |
|---|----------|--|----------------------------|
| | FY 15-16 | | FY 16-17 |
| TRANSIT FEES | | | |
| Cityline Fare | Free | Same | Free |
| Monthly Bus Pass - Senior/ Disabled | \$8 | Same | \$8 |
| Taxi Subsidy Card - \$8 Per \$28 Taxi Fare Value | \$8 | Same | \$8 |
| TRANSPORTATION PROGRAMS & FACILITIES FEE | | | |
| Commercial Development (Per Square Foot of Net New) | \$2 | Remove | n/a |
| Residential Development (Per Dwelling Unit) | \$448 | Remove | n/a |
| Traffic Studies | | | |
| Negotiated Consultant Fee Plus % for Contract Administration | 12% | Same | 12% |
| NEWSRACK PERMIT PROGRAM | | | |
| Application Fee (Per Unit) | \$50 | Remove | n/a |
| Annual Renewal Fee (Per Unit) | \$20 | Remove | n/a |

Notes:

Fees listed in this schedule are either transit fees (not cost-of-service) or impact fees which are outside of the scope of this year's

Cost of Service study. Long range planning full costs have been calculated and may be re-allocated to Planning & Building fees.

Newsrack Permit Fees are included on the Code Compliance fee schedule and will be removed from this fee schedule

Transportation Exaction fees are included on the Current and Historic Preservation Planning fee schedule and will be removed from this fee schedule

| DEPARTMENT OF COMMUNITY DEVELOPMENT BUILDING AND SAFETY FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | 9/1/2016 Revised Fee FY 15-16 |
|--|------------------------------|--|--|
| BUILDING FEES | | | |
| Reinspection Fee | \$100 Per Hr | Remove | 0.00 |
| Complete Seismic Retrofit Fee Waiver | 55% of Total Fees Waived | Remove | 0.00 |
| | | Remove | |
| Inspection Fees for Legalization of Units | \$75 | Remove | \$0 |
| Re-Inspection Fee for Non-Compliance with Code | \$70 | Remove | \$0 |
| Recovery Charges for Investigation (Per Hour) | \$35 | Remove | \$0 |
| Technology Surcharge | 4% | Remove | 0% |

This Fee Schedule should be removed from the Fee Resolution. The fees included here are currently charged and listed under the Code Compliance Division's Fee Schedule.

Building And Safety's actual fee schedule is approved separately by the City Council at the time of the Building Code Adoption.

| DEPARTMENT OF PUBLIC WORKS CODE COMPLIANCE FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|--|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| CODE COMPLIANCE | | | |
| Inspection Fees for Legalization of Units | \$75 | Increase | \$100 |
| Re-Inspection Fee for Non-Compliance With Code | \$70 | Increase | \$100 |
| Recovery Charges for Investigation (Per Hour) | \$60 | Increase | \$200 |
| Monitoring Charges (Per Hour) | \$60 | Increase | \$100 |
| BUSINESS LICENSE FEES | | | |
| New License -Bingo | \$50 | Increase | \$150 |
| New License - No Hearing Required (for coin-op games, 200 per 4 games) | \$300 | Same | \$300 |
| Renewals - Bingo | \$50 | Increase | \$100 |
| Business License Renewals - No Hearing (for coin-op games, 100 per 4 games) | \$200 | Same | \$200 |
| Business License Renewals - Hearing Required | \$400 | Increase | \$3,687 |
| Appeals - Half the Fee for a New License - Hearing Required | Varies | Varies | \$1,843 |
| Temporary Valet Businesses License Fee | \$105 | Same | \$105 |
| Temporary Business License Fee | \$53 | Increase | \$105 |
| New License - Gun Dealer - Hearing Required | \$700 | Increase | \$3,687 |
| Business License Renewal - Gun Dealers | \$400 | Decrease | \$200 |
| New License - Marijuana Collective | \$2,000 | Increase | \$2,726 |
| Business License Renewal - Marijuana Collective | \$2,000 | Increase | \$2,726 |
| NEWSRACK PERMIT PROGRAM | | | |
| Newsrack Impoundment Fee (per unit) | \$120 | Increase | \$200 |
| Newsrack Replacement Fee (per unit) | \$2 | Same | \$2 |
| Newsrack Violation/Enforcement Fee (per occurrence) | \$50 | Same | \$50 |
| Application Fee (per unit) | \$50 | Increase | \$66 |
| Annual Renewal Fee (per unit) | \$50 | Increase | \$50 |
| REAL ESTATE SIGNS | | | |
| Impoundment of Items Illegally Posted on Public Right-Of-Way | \$40 | Same | \$40 |
| MAILING COSTS | | | |
| Mailing Labels - 500' Radius (All Appeals Except Citywide) | \$476 | Same | \$476 |
| Mailing Fee | \$215 | Increase | \$349 |

| | | | |
|--|-------|----------|-------|
| Postage (All Appeals Except Citywide) | \$575 | Same | \$575 |
| NOTICING FEES | | | |
| Newspaper Noticing (Citywide Appeals Only) | \$120 | Same | \$120 |
| MISCELLANEOUS FEES | | | |
| Code Officer (SEP) \$60 per hour x number of hours | \$60 | Increase | \$80 |
| Food Truck Encroachment Permit Fee | \$20 | Same | \$20 |
| Valet Sign Encroachment Fee | \$250 | Same | \$250 |
| Drone Registration Fee | \$0 | New | \$5 |
| EXTENDED HOURS CONSTRUCTION PERMIT FEE | | | |
| Extended Hours Construction Permit Fee - One Day | \$60 | New | \$120 |
| Each Additional Day (Up to 30 days) | \$0 | New | \$50 |
| Late Submittal Fee (Within 3 days of permit date) | \$0 | New | \$240 |

Miscellaneous Fees:

-Code Officer (SEP) \$60 per hour: Department management and staff recommend this fee (hourly rate) be increased to \$80 per hour for FY17, and increase to \$100 per hour for FY18.

-Food Truck Encroachment Permit Fee: Fee is charged for the encroachment on city property, and is not labor-based.

-Valet Sign Encroachment Fee: Fee is charged for the encroachment on city property, and is not labor-based.

-Drone Registration Fee: This is a new fee for the registration of drones within city limits; The fee must be set at the federal rate of \$5.00.

Extended Hrs Construction Permit Fee - One Day: This is a new fee proposal for a request to extend the hours for construction on a project; this fee is not calculated based on labor costs

--Each Additional Day: This is a new fee proposal for a request to extend the hours for construction on a project; this fee is not calculated based on labor costs and is recommended at \$50.

--Late submittal - within 3 days of permit date): This is a new fee proposal for a late request to extend the hours for construction on a project; department management and staff recommend that this fee be set at double the original fee.

| DEPARTMENT OF PUBLIC WORKS ADMINISTRATIVE CITATION FEES FEE SCHEDULE FY 16-17 | | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|--|-------|----------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| MUNICIPAL CODE VIOLATIONS - Schedule A | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| Administrative Fees | \$50 | Same | \$50 | |
| First Offense | \$25 | Same | \$25 | |
| Second Offense | \$75 | Same | \$75 | |
| Third Offense | \$200 | Same | \$200 | |
| <u>Schedule A Violations</u> | | | | |
| Sections 9.08.040 and 9.08.050 NOISE ORDINANCE - Prohibited Noises - General & Specific [except: Section 9.08.050(l) (Charged as an infraction or misdemeanor)] [except: Section 9.08.050(f) (Schedule E)] [except: Section 9.08.050(k) (Schedule D)] Section 19.36.300(C) ZONING - Garage Sales | | | | |
| MUNICIPAL CODE VIOLATIONS - Schedule B | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations. Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| Administrative Fees | \$50 | Same | \$50 | |
| First Offense | \$100 | Same | \$100 | |
| Second Offense | \$200 | Same | \$200 | |
| Third Offense | \$500 | Same | \$500 | |
| <u>Schedule B Violations</u> | | | | |
| Section 9.08.050 (j) | | | | |
| MUNICIPAL CODE VIOLATIONS - Schedule C | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| Administrative Fees | \$50 | Same | \$50 | |
| First Offense | \$200 | Same | \$200 | |
| Second Offense | \$400 | Same | \$400 | |
| Third Offense | \$800 | Same | \$800 | |

| DEPARTMENT OF PUBLIC WORKS ADMINISTRATIVE CITATION FEES FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease | REVISED |
|---|----------|----------------------|-----------------|
| | FY 15-16 | Same or New | FEE FY 16-17 |
| Schedule C Violations | | | |
| Chapter 3.36 BUSINESS LICENSE TAX ORDINANCE | | | |
| Title 5 BUSINESS LICENSE REGULATIONS AND PERMITS | | | |
| [except: Section 5.70.070 (Charged as a misdemeanor)] | | | |
| [except: Section 5.92.050(1)(k) (Charged as a misdemeanor)] | | | |
| [except: Section 5.92.050(2)(h) (Charged as a misdemeanor)] | | | |
| [except: Section 5.108.040(a) (Charged as an infraction or misdemeanor)] | | | |
| [except: Section 5.108.040(h) (Charged as an infraction or misdemeanor)] | | | |
| [except: Section 5.108.110(a) (Charged as an infraction or misdemeanor)] | | | |
| Chapter 7.08 SMOKING ORDINANCE | | | |
| Chapter 9.48 ANIMAL CONTROL REGULATIONS - Leash Law (adopting Los Angeles County Code Section 10.32.010) | | | |
| Section 9.48.030 ANIMAL CONTROL REGULATIONS - Dog Nuisances (amending Los Angeles County Code 10.40.060) | | | |
| Section 9.48.040 ANIMAL CONTROL REGULATIONS - Dangerous Dogs (amending Los Angeles County Code Chapter 10.37) | | | |
| Chapter 9.50 RETAIL SALE OF DOGS AND CATS | | | |
| Chapter 9.51 SALE OF FUR PRODUCTS | | | |
| Sections 15.20.010, 15.20.020, 15.20.030, 15.20.050, 15.20.060, 15.20.070 SOLID WASTE - Collector General Requirements | | | |
| Sections 15.24.010, 15.24.020, 15.24.030, 15.24.040, 15.24.050 SOLID WASTE - Permits | | | |
| Sections 15.28.010, 15.28.020, 15.28.030, 15.28.040, 15.28.060, 15.28.070, 15.28.080 SOLID WASTE - Collection | | | |
| Sections 15.32.010, 15.32.020, 15.32.040, 15.32.050 SOLID WASTE - Vehicles | | | |
| Chapter 15.36 SOLID WASTE - Containers | | | |
| Chapter 15.52 ENVIRONMENTAL PROTECTION - Water Conservation Plan | | | |
| Section 15.56.060(a) POLLUTION CONTROL - Illicit Discharges and Connections | | | |
| Section 15.56.060(b) POLLUTION CONTROL - Littering | | | |
| Section 15.56.060(c) POLLUTION CONTROL - Disposal of Landscape Debris | | | |
| Chapter 15.72 Plastic Carryout Shopping Bags | | | |
| Title 19 ZONING ORDINANCE | | | |
| [except: Section 19.34.080 (Schedule G)] | | | |
| [except: Section 19.34.090(B)(6) (Schedule D)] | | | |
| [except: Section 19.36.300(C) (Schedule A)] | | | |
| [except: Section 19.54.030(B) (Schedule D)] | | | |
| MUNICIPAL CODE VIOLATIONS - Schedule D | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations</i> | | | |
| <i>Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | |
| Administrative Fees | \$50 | Same | \$50 |
| First Offense | \$1,000 | Same | \$1,000 |
| Second Offense | \$2,000 | Same | \$2,000 |
| Third Offense | \$5,000 | Same | \$5,000 |
| Schedule D Violations | | | |
| Section 09.08.050(k) PROHIBITED NOISES - SPECIFIC EXAMPLES - Commercial Establishments Adjacent to Residential Properties | | | |
| Section 11.44 MOBILE BILLBOARDS | | | |
| Section 15.56.060(d) POLLUTION CONTROL - Non-stormwater Discharges | | | |
| Section 15.56.060(e) POLLUTION CONTROL - Violation of NPDES Permit | | | |
| Section 19.34.090(B)(6) SIGN ORDINANCE - Murals | | | |
| Section 19.54.030(B) TEMPORARY USE AND SPECIAL EVENT PERMITS - Special Event Permit Required | | | |

| DEPARTMENT OF PUBLIC WORKS ADMINISTRATIVE CITATION FEES FEE SCHEDULE FY 16-17 | | BASE FEE | Increase Decrease | REVISED |
|--|----------|----------|----------------------|-----------------|
| | | FY 15-16 | Same or New | FEE FY 16-17 |
| MUNICIPAL CODE VIOLATIONS - Schedule E | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| Administrative Fees | \$50 | Same | \$50 | |
| First Offense | \$150 | Same | \$150 | |
| Second Offense | \$350 | Same | \$350 | |
| Third Offense | \$750 | Same | \$750 | |
| <u>Schedule E Violations</u> | | | | |
| Section 09.04.050 PUBLIC SAFETY - Leaving Merchandise or Other Property in Public Ways | | | | |
| Section 09.08.050(f) PROHIBITED NOISES - SPECIFIC EXAMPLES - Construction | | | | |
| Chapter 11.24 STREETS AND SIDEWALKS - News Racks | | | | |
| Chapter 11.28 STREETS AND SIDEWALKS - Outdoor Dining on Public Right-of-Way | | | | |
| MUNICIPAL CODE VIOLATIONS - Schedule F | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| Administrative Fees | \$50 | Same | \$50 | |
| First Offense | \$100 | Same | \$100 | |
| Second Offense | \$200 | Same | \$200 | |
| Third Offense | \$500 | Same | \$500 | |
| <u>Schedule F Violations</u> | | | | |
| Section 11.16.050 HIGHWAY PERMIT - Failure to Repair-Unlawful | | | | |
| Section 11.16.060 HIGHWAY PERMIT - Obligation to Maintain Parkway | | | | |
| Section 11.16.070 HIGHWAY PERMIT - Cleaning of Sidewalks | | | | |
| MUNICIPAL CODE VIOLATIONS - Schedule G | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| Administrative Fees | \$50 | Same | \$50 | |
| First Offense | \$10,000 | Same | \$10,000 | |
| Second Offense | \$20,000 | Same | \$20,000 | |
| Third Offense | \$30,000 | Same | \$30,000 | |
| <u>Schedule G Violations</u> | | | | |
| Section 19.34.080 SIGN ORDINANCE - Off-Site Signs Prohibited (Billboards, Tall Walls) | | | | |

| DEPARTMENT OF PUBLIC WORKS ADMINISTRATIVE CITIATION FEES FEE SCHEDULE FY 16-17 | | BASE FEE | Increase Decrease | REVISED |
|--|--|----------|----------------------|--|
| | | FY 15-16 | Same or New | FEE FY 16-17 |
| MUNICIPAL CODE VIOLATIONS - Schedule H | | | | |
| <i>Fee based on payment within 21 Days - For Late Penalties see below Schedule G Violations Fees and Late Penalties are adopted annually by the City Council at a Public hearing and are charged uniformly to ensure fairness.</i> | | | | |
| For Advertisements with a Listed Rental Price | | | | |
| Administrative Fees | | | New | \$50 |
| First Offense | | | New | 200% of the Advertised Rental Rate |
| Second Offense | | | New | 300% of the Advertised Rental Rate |
| Third Offense | | | New | 400% of the Advertised Rental Rate |
| For Advertisements without a Listed Rental Price | | | | |
| Administrative Fees | | | New | \$50 |
| First Offense | | | New | \$500 |
| Second Offense | | | New | \$1,000 |
| Third Offense | | | New | \$2,000 |
| <u>Schedule H Violations</u> Section 19.36.331 Short-Term Vacation Rentals | | | | |
| MUNICIPAL CODE VIOLATIONS - LATE PENALTIES* - Schedules A, B, C, D, E, F, G - Late Penalty Charges Apply Strictly to Fines, not to Administrative Fees. | | | | |
| % Additional Charge if paid within 22 to 55 days | | 50% | Same | 50% |
| % Additional Charge if paid after 55 days | | 100% | Same | 100% |
| * Late Penalties Implemented per City Council Action of February 22, 2000, Resolution 00-2246 | | | | |

| DEPARTMENT OF PUBLIC WORKS PARKING FEES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 | | | | | | |
|---|----------------------|--|----------------------------|--|--|--|--|--|--|
| PERMIT PARKING – RESIDENTIAL, ANNUAL | | | | | | | | | |
| Resident Permit – (per dwelling unit) | | | | | | | | | |
| First Car - (Qualified Section 8) | \$8 | Same | \$8 | | | | | | |
| First Car | \$22 | Same | \$22 | | | | | | |
| First Car (50% Proration 6 months prior to Expiration Date) | \$11 | Same | \$11 | | | | | | |
| Second Car | \$30 | Same | \$30 | | | | | | |
| Second Car (50% Proration 6 months prior to Expiration Date) | \$15 | Same | \$15 | | | | | | |
| Third Car | \$52 | Same | \$52 | | | | | | |
| Third Car (50% Proration 6 months prior to Expiration Date) | \$26 | Same | \$26 | | | | | | |
| Fourth Car | \$75 | Same | \$75 | | | | | | |
| Fourth Car (50% Proration 6 months prior to Expiration Date) | \$37.50 | Same | \$37.50 | | | | | | |
| Guest Permit (Maximum of 2 per dwelling unit) | | | | | | | | | |
| First Permit | \$33 | Same | \$33 | | | | | | |
| First Permit (50% Proration 6 Months Prior to Expiration Date) | \$16.50 | Same | \$16.50 | | | | | | |
| Second Permit | \$33 | Same | \$33 | | | | | | |
| Second Permit (50% Proration 6 Months Prior to Expiration Date) | \$16.50 | Same | \$16.50 | | | | | | |
| PERMIT PARKING – COMMERCIAL | | | | | | | | | |
| Per Quarter | \$180 | Same | \$180 | | | | | | |
| Two Months | \$120 | Same | \$120 | | | | | | |
| One Month | \$60 | Same | \$60 | | | | | | |
| PERMIT PARKING – REPLACEMENT FEE | | | | | | | | | |
| First Guest Permit Replacement | \$45 | Same | \$45 | | | | | | |
| Second Guest Permit Replacement | \$70 | Same | \$70 | | | | | | |
| Third Guest Permit Replacement | \$110 | Same | \$110 | | | | | | |
| PARKING METERS | | | | | | | | | |
| 1M Parking Meter Permits: | | | | | | | | | |
| Per Quarter | \$135 | Same | \$135 | | | | | | |
| Two Months | \$90 | Same | \$90 | | | | | | |
| One Month | \$45 | Same | \$45 | | | | | | |
| 1E Parking Meter Permits: | | | | | | | | | |
| Per Quarter | \$90 | Same | \$90 | | | | | | |
| Two Months | \$60 | Same | \$60 | | | | | | |
| One Month | \$30 | Same | \$30 | | | | | | |

| DEPARTMENT OF PUBLIC WORKS PARKING FEES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 | | | | | |
|--|------------------------------|--|-------------------------------------|--|--|--|--|--|
| Remove Parking Meter Post | \$50 | Increase | \$85 | | | | | |
| Install Parking Meter Post w/Flange | \$125 | Increase | \$137 | | | | | |
| Replace Parking Meter and Housing | \$700 | Increase | \$735 | | | | | |
| PARKING METER RATES | | | | | | | | |
| All Streets | | | | | | | | |
| Per 20 Minutes | \$0.50 | Same | \$0.50 | | | | | |
| Per Hour | \$1.50 | Same | \$1.50 | | | | | |
| SIGNS - INSTALLATION & CURB PAINTING | | | | | | | | |
| Customized Signs - Type 1 (14" X 20" or smaller) | \$55 | Increase | \$93 | | | | | |
| Customized Signs - Type 2 (Larger than 14" X 20") | \$75 | Increase | \$108 | | | | | |
| Sign Installation (to existing unistrut pole) | \$30 | Increase | \$95 | | | | | |
| Sign Installation (to light pole) | \$40 | Increase | \$109 | | | | | |
| Sign Installation (including unistrut pole) | \$70 | Increase | \$176 | | | | | |
| Commercial Loading and Installation | \$75 | Increase | \$162 | | | | | |
| Removal of Signs | \$35 | Increase | \$64 | | | | | |
| Curb Painting and Removal (per linear foot) | \$15 | Same | \$15 | | | | | |
| ADMINISTRATIVE PARKING FEES (REVENUE) | | | | | | | | |
| Administrative Tow Fee | \$40 | Remove | \$40 | | | | | |
| DMV Hold Fee - Service Fee | \$3 | Same | \$3 | | | | | |
| Delinquent Account Collections Service Fee | | | | | | | | |
| Citations Issued Prior to 7/1/2010 | | | | | | | | |
| In State Vehicles | 25% | Same | 25% | | | | | |
| Out of State Vehicles | 33% | Same | 33% | | | | | |
| Citations Issued after 7/1/2010 Flat Fee | \$26 | Same | \$26 | | | | | |
| CITY MUNICIPAL GARAGE RATES | | | | | | | | |
| Municipal Parking Structure #1 - Kings Road/Santa Monica | | | | | | | | |
| First 1 Hour until 6 p.m. | Free | Same | Free | | | | | |
| Monthly Parking | up to \$100 | Same | up to \$100 | | | | | |
| Evening Monthly Parking (Entry After 5 p.m.) | \$40 | Same | \$40 | | | | | |
| Monthly Parking - Late fee | \$10 | Same | \$10 | | | | | |
| Each 20 minutes | \$1 | Same | \$1 | | | | | |
| Maximum Rate 8 a.m. to 6 p.m. | \$8 | Same | \$8 | | | | | |
| Maximum Rate 6 p.m. to 2 a.m. | \$5 | Same | \$5 | | | | | |

| DEPARTMENT OF PUBLIC WORKS PARKING FEES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 | | | | | |
|--|------------------------------|--|-------------------------------------|--|--|--|--|--|
| Special Event Parking | \$20 | Same | \$20 | | | | | |
| Municipal Parking Structure #2 - WH Park | | | | | | | | |
| <i>Park Patrons: Hours 8 a.m. to 10 p.m.</i> | | | | | | | | |
| <i>Daytime Rates 8 a.m to 6 p.m.</i> | | | | | | | | |
| 1 Hour Parking from 8 a.m. to 6 p.m. (during park hours) | Free | Same | Free | | | | | |
| 1 Additional hour with Validation | Free | Same | Free | | | | | |
| Each 20 minutes | \$1 | Same | \$1 | | | | | |
| Maximum Rate (Monday - Saturday) | \$12 | Same | \$12 | | | | | |
| Maximum Rate (Sunday) | \$6 | Same | \$6 | | | | | |
| <i>Evening Rates 6 p.m to 10 p.m.</i> | | | | | | | | |
| 2 Hours with Validation | Free | Same | Free | | | | | |
| Each 20 minutes | \$1 | Same | \$1 | | | | | |
| Maximum Rate (Sunday through Wednesday) | \$6 | Same | \$6 | | | | | |
| Maximum Rate (Thursday) | \$8 | Same | \$8 | | | | | |
| Maximum Rate (Friday and Saturday) | up to \$10 | Same | up to \$10 | | | | | |
| <i>Non Park Patrons: Hours 8 a.m. to 2 a.m.</i> | | | | | | | | |
| <i>Daytime Rates 8 a.m to 6 p.m.</i> | | | | | | | | |
| 1 Hour Parking from 8 a.m. to 6 p.m. (during park hours) | Free | Same | Free | | | | | |
| Each 20 minutes | \$1 | Same | \$1 | | | | | |
| Maximum Rate (Monday - Saturday) | \$12 | Same | \$12 | | | | | |
| Maximum Rate (Sunday) | \$6 | Same | \$6 | | | | | |
| <i>Evening Rates 6 p.m to 2 a.m.</i> | | | | | | | | |
| Each 20 minutes | \$1 | Same | \$1 | | | | | |
| Maximum Rate 6 pm. to 2 a.m. (Sunday through Wednesday) | \$6 | Same | \$6 | | | | | |
| Maximum Rate 6 pm. to 2 a.m. (Thursday) | \$8 | Same | \$8 | | | | | |
| Maximum Rate 6 pm. to 2 a.m. (Friday and Saturday) | up to \$10 | Same | up to \$10 | | | | | |
| Monthly Parking | up to \$150 | Same | up to \$150 | | | | | |
| Monthly Parking (Entry after 5 p.m.) | \$50 | Same | \$50 | | | | | |
| Monthly Parking - Late Fee | \$10 | Same | \$10 | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | |
| Municipal Parking Structure #3 - WH Library | | | | | | | | |
| 3 Hour Parking For Library Patrons With Validations | Free | Same | Free | | | | | |

| DEPARTMENT OF PUBLIC WORKS PARKING FEES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 | | | | | | |
|--|------------------------------|--|-------------------------------------|--|--|--|--|--|--|
| Each 20 minutes | \$1 | Same | \$1 | | | | | | |
| Maximum Rate 8 a.m. to 6 p.m. | \$12 | Same | \$12 | | | | | | |
| Maximum Rate 6 p.m. to 2 a.m. (Sunday-Wednesday) | \$6 | Same | \$6 | | | | | | |
| Maximum Rate 6 p.m. to 2 a.m. (Thursday) | \$8 | Same | \$8 | | | | | | |
| Maximum Rate 6 p.m. to 2 a.m. (Friday-Saturday) | \$9 | Same | \$9 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| Municipal Parking Structure #4 - City Hall Automated Garage | | | | | | | | | |
| City Hall Visitors With Validation | Free | Same | Free | | | | | | |
| Each 20 minutes | 1.00 | Same | 1.00 | | | | | | |
| Maximum Rate 8 a.m. to 6 p.m. | 8.00 | Same | 8.00 | | | | | | |
| Maximum Rate 6 p.m. to 2 a.m. | 5.00 | Same | 5.00 | | | | | | |
| Monthly - Evening (6 p.m. to 8 a.m.) | up to 40.00 | Same | up to 40.00 | | | | | | |
| Special Event Parking | 20.00 | Same | 20.00 | | | | | | |
| Municipal Parking Lot #1 - Sunset Lot | | | | | | | | | |
| Monthly - Day (until 7pm) | up to \$120 | Same | up to \$120 | | | | | | |
| Monthly - Day & Night (7a.m. to -2 a.m.) | up to \$150 | Same | up to \$150 | | | | | | |
| Monthly - Night (7 p.m. to 2 a.m.) | up to \$55 | Same | up to \$55 | | | | | | |
| Monthly Parking - Late fee | \$10 | Same | \$10 | | | | | | |
| Hourly rate | up to \$2 | Same | up to \$2 | | | | | | |
| Maximum Rate 8 a.m. to 6 p.m. | up to \$10 | Same | up to \$10 | | | | | | |
| Maximum Rate - Sunday - Thursday after 6 p.m. | up to \$5 | Same | up to \$5 | | | | | | |
| Maximum Rate - Friday - Saturday after 6 p.m. | up to \$8 | Same | up to \$8 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| Municipal Parking Lot #2 - El Tovar Lot | | | | | | | | | |
| Hourly rate - First 3 Hours (8 a.m. to 2 a.m.) | \$1 | Same | \$1 | | | | | | |
| Hourly rate - After 3 Hours (8 a.m. to 2 a.m.) | up to \$2 | Same | up to \$2 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| Municipal Parking Lot #3 - Spaulding Lot | | | | | | | | | |
| Monthly - Day (until 7pm) | up to \$60 | Same | up to \$60 | | | | | | |
| Monthly Parking - Late fee | \$10 | Same | \$10 | | | | | | |

| DEPARTMENT OF PUBLIC WORKS PARKING FEES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 | | | | | | |
|--|------------------------------|--|-------------------------------------|--|--|--|--|--|--|
| Hourly rate (8am to 6pm) | \$1 | Same | \$1 | | | | | | |
| Flat Rate - Sunday - Wednesday (6 p.m. to 2 a.m.) | up to \$6 | Same | up to \$6 | | | | | | |
| Flat Rate - Thursday (6.p.m. to 2 a.m.) | up to \$7 | Same | up to \$7 | | | | | | |
| Flat Rate - Friday - Saturday (6 p.m. to 2 a.m.) | up to \$8 | Same | up to \$8 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| Municipal Parking Lot #4 - Palm Lot | | | | | | | | | |
| Monthly - Day (7 a.m. to 6 p.m.) | up to 100.00 | Same | up to 100.00 | | | | | | |
| Hourly rate | 1.50 | Same | 1.50 | | | | | | |
| Special Event Parking | 20.00 | Same | 20.00 | | | | | | |
| Municipal Parking Lot #4 - La Peer Lot | | | | | | | | | |
| Monthly - Day (until 7pm) | up to \$100 | Same | up to \$100 | | | | | | |
| Monthly Parking - Late fee | \$10 | Same | \$10 | | | | | | |
| Hourly rate (8am to 6pm) | up to \$2 | Same | up to \$2 | | | | | | |
| Flat Rate - Sunday Wednesday (6 p.m. to 2 a.m.) | up to \$7 | Same | up to \$7 | | | | | | |
| Flat Rate - Thursday (6 p.m. to 2 a.m.) | up to \$8 | Same | up to \$8 | | | | | | |
| Flat Rate - Friday - Saturday (6 p.m. to 2 a.m.) | up to \$10 | Same | up to \$10 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| Municipal Parking Lot #5 - Orange Grove Lot | | | | | | | | | |
| Monthly - Day (until 7pm) | up to \$60 | Same | up to \$60 | | | | | | |
| Evening Monthly Parking (Entry After 5 p.m.) | \$30 | Same | \$30 | | | | | | |
| Monthly Parking - Late fee | \$10 | Same | \$10 | | | | | | |
| Hourly rate (8am to 6pm) | \$1 | Same | \$1 | | | | | | |
| Flat Rate - Sunday - Thursday (6 p.m. to 2 a.m.) | up to \$6 | Same | up to \$6 | | | | | | |
| Flat Rate - Friday - Saturday (6 p.m. to 2 a.m.) | up to \$8 | Same | up to \$8 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| Municipal Parking Lot #6- Queens Lot | | | | | | | | | |
| Monthly - Day (Until 7 p.m.) | up to \$150 | Same | up to \$150 | | | | | | |
| Hourly rate (8 am to 6 p.m.) (2 Hour Time Limit) | \$1 | Same | \$1 | | | | | | |
| Hourly rate (6 p.m. to 2 am) (2 Hour Time Limit) | up to \$2 | Same | up to \$2 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |

| DEPARTMENT OF PUBLIC WORKS PARKING FEES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 | | | | | | |
|---|----------------------|--|----------------------------|--|--|--|--|--|--|
| Municipal Parking Lot #7-Doheny Drive/Sunset Blvd | | | | | | | | | |
| Monthly - Day (Until 7 p.m.) | up to \$150 | Same | up to \$150 | | | | | | |
| Hourly rate (8 am to 6 p.m.) | \$1 | Same | \$1 | | | | | | |
| Hourly rate (6 p.m. to 2 am) | up to \$2 | Same | up to \$2 | | | | | | |
| Special Event Parking | \$20 | Same | \$20 | | | | | | |
| City Public Valet | | | | | | | | | |
| Flat Rate | up to \$12 | Same | up to \$12 | | | | | | |
| Evening Valet (Restaurants, etc.) -(other than Sunset Boulevard) | | | | | | | | | |
| Hourly Rate per Parking Meter | \$0.58 | Same | \$0.58 | | | | | | |
| Annual Flat Rate Per Non-Enforcement Hour | \$100.00 | Same | \$100.00 | | | | | | |
| Evening Valet (Restaurants, etc.) -(Sunset Boulevard) | | | | | | | | | |
| Annual Hourly Rate per Parking Meter | \$0.75 | Same | \$0.75 | | | | | | |
| Daytime Valet (Restaurants, etc) | | | | | | | | | |
| Hourly Rate per Parking Meter | \$1 | Same | \$1 | | | | | | |
| Annual Flat Rate Per Non-Enforcement Hour | \$100 | Same | \$100 | | | | | | |
| PARKING CREDITS PROGRAM | | | | | | | | | |
| Application Fee | \$650.00 | Same | \$650.00 | | | | | | |
| Annual Fee Per Parking Credit | \$385.56 | Increase | \$397.51 | | | | | | |
| Late Penalty-% (WHMC Section 10.28.050 d.5) | 15% | Same | 15% | | | | | | |
| Interest Accrual-% (WHMC Section 10.28.050 d.6) | 0.5% | Same | 0.5% | | | | | | |
| Most parking fees were not included in the scope of this Cost-of-Service study. The City regularly reviews the cost of providing permit parking to insure that permit parking revenues and expenditures are balanced. The Current Recovery and Recommended level Columns for the fees not analyzed were left blank. | | | | | | | | | |
| Annual Fee Per Parking Credit is being increased by 3.1%. This increase is based on the increase in the US Department of Labor, Consumer Price Index for the previous 12 months. | | | | | | | | | |
| For the fees related to Sign Installation & Curb Painting , department management and staff recommend a phase-in approach, increasing fees over a four-year period, eventually setting fees at 100% cost recovery. | | | | | | | | | |

| | DEPARTMENT OF PUBLIC WORKS PARKING VIOLATIONS FY 16-17 | ADOPTED FEES | Increase Decrease Same or New | REVISED FEE |
|------------------|---|-----------------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| CVC/ WHMC | PARKING VIOLATION SCHEDULE | | | |
| 10.07.020 | Illegal Parking Outside Space Markings | \$53 | Same | \$53 |
| 10.07.020 | Illegal Parking Outside Space Markings (If paid after due date) | \$97 | Same | \$97 |
| 10.07.030 | Failure to obey signs | \$58 | Same | \$58 |
| 10.07.030 | Failure to obey signs (If paid after due date) | \$107 | Same | \$107 |
| 10.07.040 | Exceeding Posted Time Limit | \$58 | Same | \$58 |
| 10.07.040 | Exceeding Posted Time Limit (If paid after due date) | \$107 | Same | \$107 |
| 10.07.050 | Illegal Parking Outside Defined Space | \$53 | Same | \$53 |
| 10.07.050 | Illegal Parking Outside Defined Space (If paid after due date) | \$97 | Same | \$97 |
| 10.07.060 | Restricted Parking | \$58 | Same | \$58 |
| 10.07.060 | Restricted Parking (If paid after due date) | \$107 | Same | \$107 |
| 10.07.070 | Parking within Marked Bicycle Lane | \$56 | Same | \$56 |
| 10.07.070 | Parking within Marked Bicycle Lane (If paid after due date) | \$103 | Same | \$103 |
| 10.07.080 | Illegal parking in Loading Zone | \$53 | Same | \$53 |
| 10.07.080 | Illegal parking in Loading Zone (If paid after due date) | \$97 | Same | \$97 |
| 10.07.090 | Parking Time Limit-Post Office | \$53 | Same | \$53 |
| 10.07.090 | Parking Time Limit-Post Office (If paid after due date) | \$97 | Same | \$97 |
| 10.07.100 | Parking- at Mail Box | \$53 | Same | \$53 |
| 10.07.100 | Parking- at Mail Box (If paid after due date) | \$97 | Same | \$97 |
| 10.07.110 | Vehicle Exceeds Load/Size Limit | \$76 | Same | \$76 |
| 10.07.110 | Vehicle Exceeds Load/Size Limit (If paid after due date) | \$143 | Same | \$143 |
| 10.07.120 | Parking - Disconnected Trailer | \$66 | Same | \$66 |
| 10.07.120 | Parking - Disconnected Trailer (If paid after due date) | \$123 | Same | \$123 |
| 10.07.130 | Bus Loading Zone | \$58 | Same | \$58 |
| 10.07.130 | Bus Loading Zone (If paid after due date) | \$107 | Same | \$107 |
| 10.07.140 | Illegal parking in Passenger Zone | \$53 | Same | \$53 |
| 10.04.140 | Illegal parking in Passenger Zone (If paid after due date) | \$97 | Same | \$97 |
| 10.07.150 | No Parking - Alley | \$83 | Same | \$83 |

| | DEPARTMENT OF PUBLIC WORKS PARKING VIOLATIONS FY 16-17 | ADOPTED FEES | Increase Decrease Same or New | REVISED FEE |
|------------------|--|-----------------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| CVC/ WHMC | PARKING VIOLATION SCHEDULE | | | |
| 10.07.150 | No Parking - Alley (If paid after due date) | \$157 | Same | \$157 |
| 10.07.160 | Temporary No Parking | \$58 | Same | \$58 |
| 10.07.160 | Temporary No Parking (If paid after due date) | \$107 | Same | \$107 |
| 10.07.170 | Illegal parking in Red Zone | \$83 | Same | \$83 |
| 10.07.170 | Illegal parking in Red Zone (If paid after due date) | \$157 | Same | \$157 |
| 10.07.180 | Vehicle Parked 72 or More Hours | \$58 | Same | \$58 |
| 10.07.180 | Vehicle Parked 72 or More Hours (If paid after due date) | \$107 | Same | \$107 |
| 10.07.190 | Key in Ignition/Unattended Vehicle | \$53 | Same | \$53 |
| 10.07.190 | Key in Ignition/Unattended Vehicle (If paid after due date) | \$97 | Same | \$97 |
| 10.07.200 | Parking on Grades | \$23 | Same | \$23 |
| 10.07.200 | Parking on Grades (If paid after due date) | \$33 | Same | \$33 |
| 10.07.210 | Angle Parking | \$53 | Same | \$53 |
| 10.07.210 | Angle Parking (If paid after due date) | \$97 | Same | \$97 |
| 10.07.220 | Double Parking | \$66 | Same | \$66 |
| 10.07.220 | Double Parking (If paid after due date) | \$123 | Same | \$123 |
| 10.07.230 | No Parking Anytime/Posted Hours | \$63 | Same | \$63 |
| 10.07.230 | No Parking Anytime/Posted Hours (If paid after due date) | \$117 | Same | \$117 |
| 10.07.240 | Parking Private/Public Property w/o Consent | \$58 | Same | \$58 |
| 10.07.240 | Parking Private/Public Property w/o Consent (If paid after due date) | \$107 | Same | \$107 |
| 10.07.250 | Wrong Side Dual Roadway | \$66 | Same | \$66 |
| 10.07.250 | Wrong Side Dual Roadway (If paid after due date) | \$123 | Same | \$123 |
| 10.07.260 | Blocking Street | \$66 | Same | \$66 |
| 10.07.260 | Blocking Street (If paid after due date) | \$123 | Same | \$123 |
| 10.07.270 | Parking in Intersection | \$83 | Same | \$83 |
| 10.07.270 | Parking in Intersection (If paid after due date) | \$157 | Same | \$157 |
| 10.07.280 | Parking Special Hazard | \$66 | Same | \$66 |
| 10.07.280 | Parking Special Hazard (If paid after due date) | \$123 | Same | \$123 |

| | DEPARTMENT OF PUBLIC WORKS PARKING VIOLATIONS FY 16-17 | ADOPTED FEES | Increase Decrease Same or New | REVISED FEE |
|------------------|--|-----------------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| CVC/ WHMC | PARKING VIOLATION SCHEDULE | | | |
| 10.07.290 | Parking Fire Hydrant | \$83 | Same | \$83 |
| 10.07.290 | Parking Fire Hydrant (If paid after due date) | \$157 | Same | \$157 |
| 10.07.300 | Illegal Parking at Assigned Spaces | \$58 | Same | \$58 |
| 10.07.300 | Illegal Parking at Assigned Spaces (If paid after due date) | \$107 | Same | \$107 |
| 10.07.310 | Illegal Parking at Taxi Stand | \$58 | Same | \$58 |
| 10.07.310 | Illegal Parking at Taxi Stand (If paid after due date) | \$107 | Same | \$107 |
| 10.07.320 | Expired Meter | \$53 | Same | \$53 |
| 10.07.320 | Expired Meter (If paid after due date) | \$97 | Same | \$97 |
| 10.07.330 | Street Cleaning | \$63 | Same | \$63 |
| 10.07.330 | Street Cleaning (If paid after due date) | \$117 | Same | \$117 |
| 10.07.340 | Parking on Sidewalk/Parkway | \$66 | Same | \$66 |
| 10.07.340 | Parking on Sidewalk/Parkway (If paid after due date) | \$123 | Same | \$123 |
| 10.07.350 | Areas adjacent to schools | \$58 | Same | \$58 |
| 10.07.350 | Areas adjacent to schools (if paid after due date) | \$107 | Same | \$107 |
| 10.07.360 | Peak Hour Traffic Zone | \$63 | Same | \$63 |
| 10.07.360 | Peak Hour Traffic Zone (if paid after due date) | \$117 | Same | \$117 |
| 10.07.370 | No Parking Vehicles over 6' High | \$58 | Same | \$58 |
| 10.07.370 | No Parking Vehicles over 6' High (if paid after due date) | \$107 | Same | \$107 |
| 10.08.110 (c) | Unauthorized Permit Displayed | \$118 | Same | \$118 |
| 10.08.110 (c) | Unauthorized Permit Displayed (If paid after due date) | \$227 | Same | \$227 |
| 10.08.160 | Preferential Parking Dist No. 1 | \$58 | Same | \$58 |
| 10.08.160 | Preferential Parking Dist No. 1 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.170 | Preferential Parking Dist No. 2 | \$58 | Same | \$58 |
| 10.08.170 | Preferential Parking Dist No. 2 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.180 | Preferential Parking Dist No. 3 | \$58 | Same | \$58 |
| 10.08.180 | Preferential Parking Dist No. 3 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.190 | Preferential Parking Dist No. 4 | \$58 | Same | \$58 |

| | DEPARTMENT OF PUBLIC WORKS PARKING VIOLATIONS FY 16-17 | ADOPTED FEES | Increase Decrease Same or New | REVISED FEE |
|------------------|--|-----------------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| CVC/ WHMC | PARKING VIOLATION SCHEDULE | | | |
| 10.08.190 | Preferential Parking Dist No. 4 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.200 | Preferential Parking Dist No. 5 | \$58 | Same | \$58 |
| 10.08.200 | Preferential Parking Dist No. 5 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.210 | Preferential Parking Dist No. 6 | \$58 | Same | \$58 |
| 10.08.210 | Preferential Parking Dist No. 6 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.220 | Preferential Parking Dist No. 7 | \$58 | Same | \$58 |
| 10.08.220 | Preferential Parking Dist No. 7 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.230 | Preferential Parking Dist No. 8 | \$58 | Same | \$58 |
| 10.08.230 | Preferential Parking Dist No. 8 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.240 | Preferential Parking Dist No. 9 | \$58 | Same | \$58 |
| 10.08.240 | Preferential Parking Dist No. 9 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.250 | Preferential Parking Dist No. 10 | \$58 | Same | \$58 |
| 10.08.250 | Preferential Parking Dist No. 10 (If paid after due date) | \$107 | Same | \$107 |
| 10.08.260 | Preferential Parking Dist No. 11 | \$58 | Same | \$58 |
| 10.08.260 | Preferential Parking Dist No. 11 (If paid after due date) | \$107 | Same | \$107 |
| 5200 | No front plate on vehicle | \$25 | Same | \$25 |
| 5200 | No front plate on vehicle (If paid after due date) | \$50 | Same | \$50 |
| 9304 (o) | Illegal parking on lawn | \$58 | Same | \$58 |
| 9304 (o) | Illegal parking on lawn (If paid after due date) | \$107 | Same | \$107 |
| 21113A | Illegal Parking on Public Grounds | \$53 | Same | \$53 |
| 21113A | Illegal Parking on Public Grounds (If paid after due date) | \$97 | Same | \$97 |
| 22500 (a) | Parked within an Intersection | \$66 | Same | \$66 |
| 22500 (a) | Parked within an Intersection (If paid after due date) | \$123 | Same | \$123 |
| 22500 (b) | Parked within Crosswalk | \$66 | Same | \$66 |
| 22500 (b) | Parked within Crosswalk (If paid after due date) | \$123 | Same | \$123 |
| 22500 (d) | Parked within 15ft Fire Dept Driveway | \$83 | Same | \$83 |
| 22500 (d) | Parked within 15ft Fire Dept Driveway (If paid after due date) | \$157 | Same | \$157 |

| | DEPARTMENT OF PUBLIC WORKS PARKING VIOLATIONS FY 16-17 | ADOPTED FEES | Increase Decrease Same or New | REVISED FEE |
|------------------|---|-----------------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| CVC/ WHMC | PARKING VIOLATION SCHEDULE | | | |
| 22500 (e) | Obstructing Driveway | \$56 | Same | \$56 |
| 22500 (e) | Obstructing Driveway (If paid after due date) | \$103 | Same | \$103 |
| 22500 (f) | Parked on Sidewalk | \$61 | Same | \$61 |
| 22500 (f) | Parked on Sidewalk (If paid after due date) | \$113 | Same | \$113 |
| 22500 (h) | Double Parking | \$66 | Same | \$66 |
| 22500 (h) | Double Parking (If paid after due date) | \$123 | Same | \$123 |
| 22500 (i) | Illegal Parking Bus Zone | \$274 | Same | \$274 |
| 22500 (i) | Illegal Parking Bus Zone (If paid after due date) | \$371 | Same | \$371 |
| 22500 (l) | Blocking Wheelchair Access Ramp | \$274 | Same | \$274 |
| 22500 (l) | Blocking Wheelchair Access Ramp (If paid after due date) | \$371 | Same | \$371 |
| 22500.1 | Illegal Parking Posted Fire Lane | \$83 | Same | \$83 |
| 22500.1 | Illegal Parking Posted Fire Lane (If paid after due date) | \$157 | Same | \$157 |
| 22502 (a) | Illegal Parallel Parking Exceeding 18" | \$53 | Same | \$53 |
| 22502 (a) | Illegal Parallel Parking Exceeding 18" (If paid after due date) | \$97 | Same | \$97 |
| 22502 (e) | Parked Wrong Way-One Way Street | \$66 | Same | \$66 |
| 22502 (e) | Parked Wrong Way-One Way Street (If paid after due date) | \$123 | Same | \$123 |
| 22507.8 (a) | Illegal Parking/Disabled Space | \$349 | Same | \$349 |
| 22507.8 (a) | Illegal Parking/Disabled Space (If paid after due date) | \$446 | Same | \$446 |
| 22507.8 (b) | Blocked Disabled Space/Stall | \$349 | Same | \$349 |
| 22507.8 (b) | Blocked Disabled Space/Stall (If paid after due date) | \$447 | Same | \$447 |
| 22507.8(c)(1) | Vehicle Over Boundary Line | \$349 | Same | \$349 |
| 22507.8(c)(1) | Vehicle Over Boundary Line (If paid after due date) | \$446 | Same | \$446 |
| 22507.8 (c)(2) | Vehicle Over Crosshatch Lines | \$349 | Same | \$349 |
| 22507.8 (c)(2) | Vehicle Over Crosshatch Lines (If paid after due date) | \$446 | Same | \$446 |
| 22511.56 (b) | Misuse of Disabled Placard | \$518 | Same | \$518 |
| 22511.56 (b) | Misuse of Disabled Placard (If paid after due date) | \$615 | Same | \$615 |
| 22514 | Illegal Parking Fire Hydrant | \$83 | Same | \$83 |

| | DEPARTMENT OF PUBLIC WORKS PARKING VIOLATIONS FY 16-17 | ADOPTED FEES | Increase Decrease Same or New | REVISED FEE |
|------------------|--|-----------------|--|----------------|
| | | FY 15-16 | | FY 16-17 |
| CVC/ WHMC | PARKING VIOLATION SCHEDULE | | | |
| 22514 | Illegal Parking Fire Hydrant (If paid after due date) | \$157 | Same | \$157 |
| 22515 (a) | Vehicle Parked Unattended W/engine on | \$58 | Same | \$58 |
| 22515 (a) | Vehicle Parked Unattended W/engine on (If paid after due date) | \$107 | Same | \$107 |
| 22522 | Blocking Sidewalk Access Ramp | \$299 | Same | \$299 |
| 22522 | Blocking Sidewalk Access Ramp (If paid after due date) | \$396 | Same | \$396 |
| 22526 (a) | Blocking Intersection | \$118 | Same | \$118 |
| 22526 (a) | Blocking Intersection (If paid after the due date) | \$227 | Same | \$227 |
| 22651 (b) | Blocking Traffic/Hazard | \$83 | Same | \$83 |
| 22651 (b) | Blocking Traffic/Hazard (If paid after due date) | \$157 | Same | \$157 |
| 22651 (n) | Tow Away Zone/Permanent | \$83 | Same | \$83 |
| 22651 (n) | Tow Away Zone/Permanent (If paid after due date) | \$157 | Same | \$157 |
| 40226 | Disabled Placard Citation Cancellation Administrative Fee | \$25 | Same | \$25 |

| DEPARTMENT OF PUBLIC WORKS TAXI CAB FEES FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | REVISED FEE |
|--|----------|--|----------------|
| | FY 15-16 | | FY 16-17 |
| TAXICAB FEES | | | |
| Annual Taxicab Franchise Application | \$1,500 | Same | \$1,500 |
| Annual Driver's Permit | \$55 | Same | \$55 |
| Annual Driver's Permit- New | \$45 | Same | \$45 |
| Driver's Replacement/Transfer Permit | \$25 | Same | \$25 |
| Annual Vehicle Inspection/Permit | \$200 | Same | \$200 |
| Annual Taxicab Franchise Fee Per Vehicle | \$800 | Same | \$800 |
| Vehicle Replacement Permit | \$50 | Same | \$50 |
| Amendment to Company Franchise | \$50 | Same | \$50 |
| Appeals - % of Application Fee | 50% | Same | 50% |
| Taxi Reinspection Fee | \$40 | Same | \$40 |
| Transportation Program Enhancement Fee | \$215 | Same | \$215 |

The Parking Division is currently working with an independent consultant on a comprehensive Taxi Program Study that will examine the taxi program and associated fees. The Taxi program cost data compiled from the current Cost of Services Study will be provided to that consultant for consideration during their study.

NLB - Not Labor Based

| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
|---|----------|--|---------------------------|
| | FY 15-16 | | FY 16-17 |
| PLAN CHECKING - Initial Fee* | | | |
| Storm Drain, Sewer, and Traffic Signal Plans (Per Plan Sheet) | \$1,000 | Increase | \$1,454 |
| Street Improvement Plan (Per Plan Sheet) | \$500 | Increase | \$727 |
| Re-Review of Plans for 3rd and Subsequent Plan Checks for Street Improvement, Storm Drain, Traffic Signal, and Sewer Plans (per Plan Check) | \$500 | Increase | \$727 |
| Road Deed | \$300 | Increase | \$436 |
| Construction Mitigation Plan (Major Projects) | \$500 | Increase | \$727 |
| Construction Mitigation Plan (Minor Projects) | \$100 | Increase | \$145 |
| Storm Water Pollution Prevention Plans (Major Projects) | \$1,000 | Increase | \$1,454 |
| Storm Water Pollution Prevention Plans (Minor Projects) | \$500 | Increase | \$727 |
| Recycling Plans for Construction/Demolition | \$250 | Increase | \$364 |
| Recycling Plans for New Developments (post construction) | \$50 | Increase | \$73 |
| <i>*Further fee payment may be required if actual costs exceed the above fees</i> | | | |
| ENCROACHMENT PERMITS | | | |
| Driveway Construction Closure - | | | |
| Residential | \$100 | Increase | \$145 |
| Commercial/Apartments | \$350 | Increase | \$509 |
| Sidewalk Only - | | | |
| Construction/Removal | \$100 | Increase | \$145 |
| Curb and Gutter Removal/Installation | \$350 | Increase | \$509 |
| Curb Drain/Parkway Drain | \$350 | Increase | \$509 |
| Cross Gutter | \$350 | Increase | \$509 |
| Wheel Chair Ramp | \$350 | Increase | \$509 |
| Relocation/Modification Storm Drain - Catch Basin, Lateral, Manhole, etc | \$350 | Increase | \$509 |
| Sewer Installation - | | | |
| Mainline/Lateral | \$450 | Increase | \$654 |
| Manhole | \$450 | Increase | \$654 |

| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
|---|----------|--|---------------------------|
| | FY 15-16 | | FY 16-17 |
| Sewer Saddle | \$450 | Increase | \$654 |
| Utilities (Water, Cable, Electric, Etc) - | | | |
| Service Cut | \$450 | Increase | \$654 |
| Main Line Initial Permit Issuance | \$450 | Increase | \$654 |
| Main Line, Per Each Additional Week | \$450 | Increase | \$654 |
| Stockpile Materials/Spoils - | | | |
| Initial Permit Issuance and Two Days | \$350 | Increase | \$509 |
| Each Additional Day | \$150 | Increase | \$218 |
| Material Containers (Dumpsters/Storage) - | | | |
| In & Out Same Day | \$100 | Increase | \$145 |
| Initial Permit & Two Days | \$350 | Increase | \$509 |
| Per Each Additional Day | \$150 | Increase | \$218 |
| Temporary Structures (Construction Office) - | | | |
| Permit Issuance | \$350 | Increase | \$509 |
| Each Additional Month (per sq. ft.) | \$2 | Increase | \$2 |
| Pedestrian Protection, Construction Safety Barrier | \$350 | Increase | \$509 |
| Pedestrian Protection, Scaffolding | \$350 | Increase | \$509 |
| Temporary Shoring in Public Right of Way - | | | |
| Temporary Tie backs, Soil Nails, Soldier Beams (Permit Issuance) | \$700 | Increase | \$1,018 |
| Temporary Tie-Back Rods Abandoned in the Public Right of Way (per Rod) | \$250 | Same | \$250 |
| Special Events - | | | |
| Commercial Special Event - Street Closure - Full/Partial - <i>Sponsor shall contract directly for barricade services with a private vendor approved by the City Engineer</i> | \$350 | Same | \$350 |
| Residential Special Event - Per Day (Block Parties, etc) | \$150 | Same | \$150 |
| Construction Equipment in Public Right of Way - | | | |
| Initial Permit Issuance & Two Days | \$450 | Same | \$450 |
| Per Each Additional Day | \$150 | Same | \$150 |

| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
|---|----------|--|---------------------------|
| | FY 15-16 | | FY 16-17 |
| Awnings | \$100 | Same | \$100 |
| Blocking Traffic Lanes During Weekday A.M. or P.M. Peak Hours | | | |
| Per minute on Major Highways (7a.m. to 9 a.m.; or 4 p.m. to 7 p.m.) | \$50 | Same | \$50 |
| <i>Major Highways: Santa Monica Blvd., Sunset Blvd, Melrose Ave, Beverly Blvd., La Brea Ave., Fairfax Ave., Crescent Heights Blvd., Robertson Blvd., La Cienega Blvd., Fountain Ave., San Vicente Blvd.</i> | | | |
| TEMPORARY PARKING | | | |
| Commercial Areas - | | | |
| Events at Restaurants, Clubs, Etc. Permit Issuance | \$100 | Same | \$100 |
| Per Day for Each Parking Meter | \$20 | Same | \$20 |
| Crane Parking - | | | |
| Billboard Maintenance Permit, Per Crane, Per Day | \$100 | Same | \$100 |
| Lifting Equipment (Boom Lift, Scissor Lift, Fork Lift, Bucket Trucks, Small Truck Mounted Crane), Per Vehicle Per Day | \$100 | Same | \$100 |
| Residential Construction Sites - | | | |
| Per Month for Each Parking Space | \$100 | Same | \$100 |
| Work Trucks in Residential Areas: Per Vehicle Per Day | \$20 | Same | \$20 |
| Large Vehicle Parking | | | |
| Overnight Bus Parking - Per Parking Space - Per Night | \$15 | Same | \$15 |
| Residential Areas (Moving Vans, etc) - Per "No Parking" sign | \$5 | Same | \$5 |
| Spotlights - | | | |
| Permit Issuance | \$100 | Increase | \$145 |
| Per Day for Each Parking Meter | \$15 | Same | \$15 |
| Oversized Load - | | | |
| Permit Issuance (Includes Sign Posting to Prohibit Parking Along Travel Route, Notifications to Law Enforcement, Etc.) | \$350 | Increase | \$509 |
| SIDEWALKS | | | |
| Sidewalk Cafes - | | | |
| Initial Permit Application - Case Review and document handling | \$100 | Same | \$100 |
| Permit Issuance - Annual Fee (per square foot) | \$12 | Same | \$12 |

| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
|---|----------|--|---------------------------|
| | FY 15-16 | | FY 16-17 |
| Monthly Proration (per square foot) | \$1 | Same | \$1 |
| Permit Renewal Application - Case Review and document handling | \$50 | Same | \$50 |
| Permit Renewal Issuance - Annual Fee (per square foot) | \$12 | Same | \$12 |
| Magazine/Newsstand - | | | |
| Application and Plan Review | \$50 | Increase | \$73 |
| Permit Issuance | \$100 | Increase | \$145 |
| COPIES OF ENGINEERING RECORDS | | | |
| Blueprints of plans - | | | |
| Up to 10 Plan Sheets (Minimum Order) | \$25 | Same | \$25 |
| Each Additional Plan Sheet | \$1 | Same | \$1 |
| Blueprints of Aerial Photos & Utility Maps - | | | |
| Up to 5 Plan Sheets (Minimum Order) | \$25 | Same | \$25 |
| Each additional Plan Sheet | \$2 | Same | \$2 |
| Graphic Information System (GIS) Maps (2'x3' Plan Sheet) | | | |
| Aerial Topography and Base Mapping | \$20 | Same | \$20 |
| Custom Mapping | \$75 | Same | \$75 |
| ENVIRONMENTAL SERVICES: | | | |
| EXEMPTION APPLICATION - | | | |
| <i>Exemption from Ordinance No. 261</i> | \$40 | Increase | \$58 |
| Storm Water Inspection Fee – Food Related Businesses, Automotive Businesses, and Minor Industrial Waste Generators (Per Business) | \$85 | Increase | \$124 |
| Storm Water Violation Re-Inspection Fee – Food related businesses, Automotive Businesses, and Minor Industrial Waste Generators (Per Violation) | \$85 | Increase | \$124 |
| Public Noticing – Publishing Cost of Public Notice for a Non Compliant Industrial Waste Properties (Per Published Notice) | \$2,500 | Same | \$2,500 |
| Annual Inspection - Post Construction Storm Water Pollution Control | \$135 | Increase | \$196 |
| COLLECTION PERMITS | | | |
| Annual Solid Waste Collection Permit | \$2,000 | Increase | \$2,908 |

| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
|---|----------|--|---------------------------|
| | FY 15-16 | | FY 16-17 |
| Annual Solid Waste Roll-Off Permit | \$2,000 | Increase | \$2,908 |
| Recyclable Collection Permit (Per Vehicle) | \$500 | Increase | \$727 |
| WASTE WATER MITIGATION FEE - | | | |
| <i>This fee shall be equal to the sum of the waste water unit assigned to the property use classification multiplied by the waste water mitigation fee of \$75.00</i> | | | |
| Single Residential Units - 1 | \$75 | Same | \$75 |
| Duplex, Double or Two Units - 2 | \$150 | Same | \$150 |
| Three residential units (Any Combination) - 3 | \$225 | Same | \$225 |
| Four Residential Units - 4 | \$300 | Same | \$300 |
| Five or More Residential Units (Per Unit) - 1 | \$75 | Same | \$75 |
| Modular Homes - 1 | \$75 | Same | \$75 |
| Rooming Houses - 1 | \$75 | Same | \$75 |
| Mobile Home Parks - 5 | \$375 | Same | \$375 |
| Miscellaneous Commercial - 2 | \$150 | Same | \$150 |
| Stores - 3 | \$225 | Same | \$225 |
| Store and Office Combination - 4 | \$300 | Same | \$300 |
| Store and Residential Combinations - 7 | \$525 | Same | \$525 |
| Supermarkets - 4 | \$300 | Same | \$300 |
| Markets, Less than 6,000 square feet - 2 | \$150 | Same | \$150 |
| Shopping Centers - 18 | \$1,350 | Same | \$1,350 |
| Office Buildings - 5 | \$375 | Same | \$375 |
| Hotels and Motels - 7 | \$525 | Same | \$525 |
| Motel/Hotel and Apartment Combinations - 7 | \$525 | Same | \$525 |
| Professional Buildings - 5 | \$375 | Same | \$375 |
| Restaurants - 6 | \$450 | Same | \$450 |
| Wholesale and Manufacturing Outlets - 2 | \$150 | Same | \$150 |
| Bank, Savings & Loans - 2 | \$150 | Same | \$150 |
| Service Shops, Laundries, Radio and TV Repair - 4 | \$300 | Same | \$300 |
| Service Station, Full Service - 3 | \$225 | Same | \$225 |
| Service Station, Self Service - 2 | \$150 | Same | \$150 |

| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
|--|----------|--|---------------------------|
| | FY 15-16 | | FY 16-17 |
| Sales, Recreation Equipment - 3 | \$225 | Same | \$225 |
| Auto Service Shops - (Body & Fender Garage) - 3 | \$225 | Same | \$225 |
| Used Car Sales - 2 | \$150 | Same | \$150 |
| Car Wash - 10 | \$750 | Same | \$750 |
| Parking Lots (Commercial Use Properties) - 1 | \$75 | Same | \$75 |
| Animal Kennels - 5 | \$375 | Same | \$375 |
| Nurseries or Greenhouses - 3 | \$225 | Same | \$225 |
| Miscellaneous Industrial - 2 | \$150 | Same | \$150 |
| Lighting, Manufacturing - 4 | \$300 | Same | \$300 |
| Warehousing, Distribution or Storage, Under 10,000 Square Feet - 4 | \$300 | Same | \$300 |
| Warehousing, Distribution or Storage Over 10,000 Square Feet - 5 | \$375 | Same | \$375 |
| Food Processing Plant - 6 | \$450 | Same | \$450 |
| Motion Picture, Radio & TV Industries - 2 | \$150 | Same | \$150 |
| Lumberyards - 2 | \$150 | Same | \$150 |
| Mineral Processing - 2 | \$150 | Same | \$150 |
| Open Storage - 2 | \$150 | Same | \$150 |
| Theaters - 6 | \$450 | Same | \$450 |
| Bowling Alleys - 8 | \$600 | Same | \$600 |
| Clubs, Lodge Halls & Fraternal Organizations - 10 | \$750 | Same | \$750 |
| Auditoriums, Stadiums & Amphitheaters - 10 | \$750 | Same | \$750 |
| Gymnasiums & Health Spas - 10 | \$750 | Same | \$750 |
| Skating Rinks - 5 | \$375 | Same | \$375 |
| Churches - 1 | \$75 | Same | \$75 |
| Private Schools - 6 | \$450 | Same | \$450 |
| Hospitals - 15 | \$1,125 | Same | \$1,125 |
| Homes for the Aged and Others - 15 | \$1,125 | Same | \$1,125 |
| Utility, Pumping Plants, State Assessed Property - 1 | \$75 | Same | \$75 |
| Petroleum and Gas - 1 | \$75 | Same | \$75 |

MGT performed a cost analysis for Engineering fees that determined that current fees are recovering 35% of cost. Department staff and MGT recommend

Engineering Fees

| | | | |
|---|-----------------|--|-----------------------------------|
| DEPARTMENT OF PUBLIC WORKS ENGINEERING FEE SCHEDULE FY 16-17 | BASE FEE | Increase Decrease Same or New | Recomm. Recovery Level |
| | FY 15-16 | | FY 16-17 |

that most fees be set at 100% of cost, but the increases should be phased in over a four-year period. The user fee summary sheets included in the Cost of Services Report identify how fees should be set in the three subsequent years in order to reach 100% of cost.

It should be noted that the tasks involved in providing engineering services are labor intensive and critical to insuring that any work that affects the public right-of-way is done properly.

Sidewalk Cafes Permit application and Renewal Fees do not have proposed increases to current fees.

Department management and staff recommend that these fees remain unchanged, in order to encourage outdoor dining and to keep business costs down.

NLB- The fees described above as "**Not Labor Based**" are not charged to recover the cost of city staff time spent to provide a service, and thus are not included under the scope of the fee study. Examples include fees charged for encroachments or activities taking place in the City's right-of-way, fees charged for copies of city maps and blueprints, and mitigation (development impact) fees.

| DEPARTMENT OF PUBLIC WORKS FACILITIES AND FIELD SERVICES FEE SCHEDULE FY 16-17 | BASE FEE FY 15-16 | Increase Decrease Same or New | REVISED FEE FY 16-17 |
|--|----------------------|--|----------------------------|
| | | | |
| PLAN CHECKING | | | |
| Public Landscape and Trees (Cost Per Page) | \$350 | Increase | \$749 |
| Re-Review of Plans for 3rd and Subsequent Plan Checks for Public Landscape and Trees (Per Plan Check) | \$500 | Increase | \$749 |
| | | | |
| CITY PROPERTY REPLACEMENT | | | |
| STREET TREE REPLACEMENT | | | |
| <p><i>The fee for the removal of a public tree is variable and shall be based on the valuation methodology published in the <u>Guide for Plant Appraisal, current edition</u> authored by the Council of Tree and Landscape Appraisers (CTLA). Class information used in the formula is published in the species guide of the Western Chapter of the ISA. The formula for valuation is: Tree Value = Base Value × Cross Section Area × Species Class × Condition Class × Location Class. Appraisals shall be conducted by the City through an ISA Certified Arborist or ASCA Registered Consulting Arborist. Base Value is the dollar amount assigned to one cross-section unit (square inch or square centimeter) of a tree's trunk cross-section area. Cross-Section Area is used to express tree size. Species Class is an assigned value based on all the landscape merits of a landscape tree species and its accompanying potential for problems. Condition Class is a factor indicating the health, vigor and life expectancy of a tree, as well as its quality of form relative to a "perfect specimen" of that species. Location Class is based on the functional and aesthetic contribution, which the tree makes to the site, the placement of the tree on the site, and the importance of the location in the landscape context of the community.</i></p> | Calculated | Same | Calculated |