

Office of the City Manager

COUNCIL ACTION
July 16, 2002

To: Honorable Mayor and
Members of the City Council

From: *WR* Weldon Rucker, City Manager

Subject: ADDING DEVELOPMENT FEES, CLARIFYING ADMINISTRATIVE
LANGUAGE AND MAKING CORRECTIONS TO THE PLANNING AND
DEVELOPMENT DEPARTMENT CONSOLIDATED FEE SCHEDULE

RECOMMENDATION:

That Council conduct a public hearing, and upon conclusion adopt a resolution (Attachment 2) amending Chapter B of Exhibit A of Resolution No. 61,578-N.S. to include:

1. Fees for General Plan and Specific Plan amendments; re-zoning/reclassification requests; Waterfront Master Development Plan permits; and dedicated project review of Use Permit applications,
2. Language clarifying the administration of these fees: permitting progress billings, requiring prompt payment, and describing the possible consequences for failure to pay, and
3. Corrections to the hourly rate for Use Permit applications and Design Review projects valued over \$5,000,000, and the description of the fee for preparing an Environmental Impact Report (EIR) or Expanded Initial Study.

BACKGROUND:

The current Planning and Development Department fee schedule does not contain fees for General Plan and Specific Plan amendments; re-zoning/reclassification requests; Waterfront Master Development Plan permits; and dedicated project review of Use Permit applications. In order to recover the cost of providing these services, staff is recommending Council approve the fees outlined below. The new fees, administrative language and corrections are only in Chapter B, Zoning and Landmarks Preservation, and the changes are highlighted in bold, underlined and italicized in Attachment 1.

The resolution, Attachment 2, recommended for approval includes all fees for the Planning and Development Department, even though changes are only proposed to the Zoning and Landmarks Preservation section. The consolidated fee schedule, Exhibit A of the resolution, has been submitted to maintain accuracy by taking a comprehensive approach. The hourly rate calculation is in Attachment 3.

Service	Estimated number of staff hours	Proposed fee
General Plan amendments	20 – 30	\$109 per hour; \$2,000 minimum deposit
Specific Plan amendments	80 – 100	\$109 per hour; \$8,700 minimum deposit
Re-zoning/reclassification requests	15 – 25	\$109 per hour; \$1,600 minimum deposit
Waterfront Master Development Plan permits	80 – 100	\$109 per hour; \$8,700 minimum deposit
Dedicated project review (Applicant may have City hire consulting firm)	10 – 20	Applicant pays contract cost for consulting services and staff time to prepare and manage the contract(s) at \$109 per hour. Deposit equal to the total contract amount required. Minimum deposit for staff time \$1,000.

These fees are separate from, and in addition to, fees for environmental review and other related permits.

General Plan Amendments

Section 65358 of the Government Code grants the City the authority to set fees for amendments to the General Plan. The Government Code allows the City to require a deposit, based on the estimated cost of processing the amendment, at the time the application is submitted. Staff estimates review time to be 20 – 30 hours for each amendment. Based on the current hourly rate of \$109, the approximate cost to the applicant would range from \$2,180 to \$3,270.

Specific Plan Amendments

Section 65453 of the Government Code grants the City the authority to set fees for amendments to Specific Plans. The City has one (1) specific plan, the Berkeley Waterfront Specific Plan, adopted by the City Council on October 7, 1986. The Government Code allows the City to require a deposit, based on the estimated cost of processing the amendment, at the time the application is submitted. Staff estimates review time to be 80 – 100 hours for each amendment. Based on the current hourly rate of \$109, the approximate cost to the applicant would range from \$8,720 to \$10,900.

Re-zoning/Reclassification Requests

Council has the authority to set a fee for this service under Berkeley Municipal Code 23A.20.020.B2. Staff estimates the time needed to process these requests to be between 15 – 25 hours. Based on the current hourly rate of \$109, the approximate cost to the applicant would range from \$1,635 to \$2,725.

Waterfront Master Development Plan

Section 7.3 of the Berkeley Waterfront Specific Plan outlines the process for Master Development Plan (MDP) permit applications, and enables Council to set a fee for this service by resolution. Staff estimates the time needed to review these permits to range from 80 – 100 hours. Based on the current hourly rate of \$109, the approximate cost to the applicant would range from \$8,720 to \$10,900.

Dedicated Project Review

This process enables an applicant to ask the City to hire a consulting firm to review his/her Use Permit application. In addition to all relevant fees, the applicant pays the total cost of the contract, and a staff contract management fee of \$109 per hour of time associated with this activity. A minimum deposit of \$1,000 for contract management, and an upfront payment equal to the full amount of the contract is required.

Corrections

The hourly rate for projects valued above \$5,000,000 should be consistent with the new hourly rate of \$109 approved by the City Council on May 21, 2002, but was not changed in the consolidated fee schedule submitted for that meeting. Also, staff recommends clarifying the language describing fees for preparation of an EIR or an Expanded Initial Study to specify the City chooses between charging the hourly rate for staff time, or the cost of a consultant contract plus a contract management fee of 20% of the contract amount, or the hourly staff rate depending on the size the project.


FINANCIAL IMPLICATIONS:

Staff estimates additional revenue to the Permit Service Center (PSC) Fund of \$1,600 to \$10,900 depending on the type of application processed or review performed.

CONTACT PERSON:

Carol D. Barrett, Director, Planning and Development Department (510) 705-8102
Laura Allen, Senior Management Analyst, (510) 705-8133

Approved:



Carol D. Barrett, FAICP
Director,
Planning and Development Department

- Attachment 1 Proposed Amendments: New Fees, Administrative Language and Corrections (changes shown in bold, italics, and underlined)
- Attachment 2 Resolution
- Exhibit A Consolidated Fee Schedule (all Planning and Development Department fees)
- Attachment 3 Current Planning Hourly Costs Worksheet

Public Hearing
(per project in addition to permit fees) \$578.00

Dedicated Project Review
In addition to all required fees, applicants may request dedicated project review in which the applicant pays for the City to contract with a planning consulting firm to review the application.

\$109.00 Per hour of staff time for project and contract management. Minimum deposit of \$1,000 is required. Also, a deposit equal to the total amount of the contract, based on the bids received by the City pursuant to its purchasing procedures. Progress billings will be made if the charges are expected to exceed either deposit; prompt payment of bills will assure continued project review. Failure to remit a progress payment within an appropriate time frame, as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal.

II. Zoning Permits

New Non-Residential (per 1,000 sq. ft. or major fraction thereof)	\$95.00
Live-Work (per unit)	\$95.00
Change or Establish Use (Non-Residential)	\$95.00
Residential Additions/Improvements	\$65.00
Non-Residential Additions/Improvements	\$95.00
Other Non-Residential	\$95.00

Modifications and Transfers

Modification (Hearing Required)	\$578.00
Modification (Administrative/No Hearing)	\$158.00
Extension of Use Permit or Variance	\$158.00
Transfer of Use Permit or Variance	\$82.00

Environmental Review

Environmental Initial Study (Resulting in Mitigation Neg. Dec.)	\$1,908.00
--	------------

Mitigation Monitoring (EIR not Required)	\$109.00 /hr. for mitigation monitoring after the 1st hour
--	--

Environmental Initial Study	\$1,090.00
-----------------------------	------------

Environmental Impact Report or Expanded Initial Study: (5+ hrs. of staff work required)	<u>20% of cost of contract for projects valued at less than \$10,000,000; \$109.00 per hour planner's time in addition for projects valued at \$10,000,000 or more</u>
--	---

For projects valued less than \$10,000,000

\$109.00 Per hour of staff time OR, at the discretion of the City, the cost of a CEQA consultant contract, plus staff time at 20% of the contract amount for project and contract management services.

For projects valued at \$10,000,000 or more

\$109.00 Per hour of staff time OR, at the discretion of the City, the cost of a CEQA consultant contract, plus staff time at same hourly rate for project and contract management services.

III. Design Review

Administratively Approved

Project value at or under \$50,000	\$436.00
Project value between \$50,001 and 1,999,999	\$700.00
Project value between \$2,000,000 and \$4,999,999	\$1,300.00

-For projects valued at \$5,000,000 or more:

~~\$100 per hour of planner's time and \$100 per hour of Economic Development Senior staff member's time.~~

\$109.00 per hour of staff time

Signs/Awnings	\$354.00
---------------	----------

Preliminary Review with the DRC

Project value under \$50,000	\$818.00
Project value between \$50,001 and 1,999,999	\$1,350.00
Project value between \$2,000,000 and \$4,999,999	\$2,550.00

-For projects valued at \$5,000,000 or more:

~~\$100.00 per hour of planner's time, and \$100.00 per hour of Economic Development Senior staff member's time.~~

\$109.00 per hour of staff time

Final Review with the DRC (new construction)

Project value under \$50,000	\$621.00
Project value under \$50,000-\$149,999	\$725.00
Project value under \$150,000 or more	\$2,077.00

IV. Landmarks Review

Initiation

Structures	\$50.00 as set by the Landmarks Preservation Ord.
Districts	\$100.00 as set by the Landmarks Preservation Ord.

Design Review (non-residential) projects in non-residential districts	\$600.00
---	----------

0.0015 of estimated valuation for projects
valued \$50,000 or more

Signs and Awnings (non-residential only) \$545.00

Demolition Review \$594.00
(non-residential structures 40 or more
years old as required under Section
23C.08.050C of the Zoning Ordinance)

V. Appeals of Zoning & Landmarks Action

To Zoning Adjustments Board \$63.00
To City Council-Non-applicants \$63.00
Applicants \$578.00

*Estimated valuation shall be based upon the estimated national average per square foot construction costs for the type of use and construction type, multiplied by the San Francisco area modifier, as set forth in the Building Valuation Data tables published periodically by the International Conference of Building Officials. Estimated average costs for "good" quality construction shall be used where such data are provided for the proposed type and occupancy.

VI. Plan Amendments, Reclassification
Requests, and Waterfront Master
Development Plan permits

The minimum deposits listed are intended to reflect typical total project costs. Progress billings will be made during review of a project if charges exceed the deposit; prompt payments of bills will assure continued project review. Failure to remit a process payment within the appropriate time frame, as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal. All fees are required to be paid prior to scheduling the item for Council consideration.

General Plan Amendments *\$109.00 per hour of staff time; minimum \$2,000
deposit required*

Specific Plan Amendments *\$109.00 per hour of staff time; minimum \$8,700
deposit required*

Re-zoning/ Reclassification Requests *\$109.00 per hour of staff time; minimum \$2,000
deposit required*

*Waterfront Master Development Plan
permit* *\$109.00 per hour of staff time; minimum \$8,700
deposit required*

VII. Miscellaneous Fees

Penalty for Late Filing (When Zoning Permit
Use Permit or Variance is Required) 100% of applicable fee

Attachment 2

RESOLUTION NO. -N.S.

AMENDING CHAPTER B OF EXHIBIT A OF RESOLUTION NO. 61,578-N.S. BY ADDING SECTION VI AND AMENDING SECTIONS I, II AND III TO ADD DEVELOPMENT FEES AND CLARIFY ADMINISTRATIVE LANGUAGE

WHEREAS, the City has the authority to set fees for General Plan and Specific Plan Amendments, Re-zoning/Reclassification Requests, Waterfront Master Development Plan permits, and dedicated project review to recover the cost of providing these services; and

WHEREAS, it is in the City's best interest to allow progressive billing, require prompt payment, and provide consequences for failure to pay for these services; and

WHEREAS, the Council of the City of Berkeley held a public hearing on July 16, 2002 to review the new fee proposal attached as Exhibit A to this resolution.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Berkeley that fees for the Planning and Development Department shall be as set forth in Exhibit A, attached hereto and incorporated herein, with an effective date of 60 days from the adoption of this Resolution.

BE IT FURTHER RESOLVED, that the current waiver policy of limiting future unfunded fee waivers to seismic strengthening and granting other waivers only when there is substitute funding authorized by the Council, is readopted.

CITY OF BERKELEY

FEE SCHEDULE FOR SERVICES PROVIDED

BY PLANNING AND DEVELOPMENT DEPARTMENT

CHAPTER A - BUILDING & SAFETY

I. FILING FEE - ALL PERMITS	\$13.00
II. BUILDING PERMITS:	
Minimum Permit Fee	\$75.00 for value of improvements up to \$3,000
Building Permit Fee	\$1.80 /\$100 value of improvements over \$3,000
Regular Plan Check Fee (includes over-counter building permits)	65% of Building Permit Fee
Plan Check Revision to Plans Already Plan Checked	\$93.00 hour with a minimum of one hour (Regular Plan Check does not include review of major re-design)
Special Accelerated Plan Check Fee	Additional 80% of Regular Plan Check Fee
Plan Check Revisions to Plans Already Plan Checked under Accelerated Procedure	\$115.00 hour with a minimum of one hour (Regular Plan Check does not include review of major re-design)
Special Fast Track Plan Check (Design Build Partial Permits)	Additional 100% of Regular Plan Check Fee
Plan Check of Revision to Plans Already Plan Checked under Fast Track procedure	\$125.00 hour with a minimum of one hour (Fast Track procedure)
Title 24: Disabled Access	12% of total Building Permit Fee
Title 24: Energy Compliance	12% of total Building Permit Fee
Fire Plan Check	7% of total Building Permit Fee
Strong Motion Instrumentation (per State)	\$0.10 \$1,000 value of improvements for residential properties
(SMI) per State	\$0.21 \$1,000 value of improvements for apartments and commercial properties
Seismic Evaluation Report: Report Review (includes 1 recheck)	\$469.00
Consultant Review (over 3 hrs)	\$120.00 /hr

II. BUILDING PERMITS (contd):

City Staff Review (over 1 1/2 hrs)	\$87.00 /hr
Required follow-up staff time for non-compliance (min. charge 1/2 hr)	\$93.00 /hr
Inspections for which no fee is specifically indicated (min. charge 1/2 hour)	\$93.00 /hr

III. SIGN PERMITS:

Minimum Permit Fee	\$75.00 up to \$3,000 value of improvements (signs)
Permit Fee (sign)	\$1.80 /\$100 value of improvement over \$3,000
Plan Check Fee	65% of Permit fee (Sign Permit)
Inspections for which no fee is specifically indicated (min. charge 1/2 hour)	\$93.00 /hr
Seasonal Ground Signs (In the Public right-of-way)	\$63.00 first three signs \$11.00 each additional sign

IV. HOUSE MOVE PERMITS:

House Move	\$75.00 /hr
Inspections for which no fee is specifically indicated (minimum charge 1/2 hour)	\$93.00 /hr

V. ELECTRICAL PERMIT FEES:

Minimum Permit Fee	\$75.00
A. New Residential and Additions (At owner's option, the residential permit fee may be itemized in the same manner as for commercial permits)	\$11.00 for each 100 S.F.
B. All Commercial and Industrial Electrical Work - Smaller Projects (not exceeding \$100,000 in value):	
Service (new or changed) for Each 100 Amps	\$9.00
Meters (new or changed)	\$5.50
Altering/Changing Wiring - Each Change	\$20.00
Branch Circuits	\$3.65
Fixed Appliance Outlet	\$8.45

Receptacle, Switch or Light, Etc.	\$2.00
Motors (up to 10 HP)	\$5.40
-Each Additional HP	\$1.40
Generators (up to 10 KV)	\$5.50
-Each Additional KV	\$1.40
Transformers (up to 10KV)	\$3.65
-Each Additional KV	\$1.40
Signs, Outline Lighting per KV	\$20.50
x-ray Capacitors	\$20.50
Temporary Power Pole (for each 100 amps)	\$20.50
Festoon Lighting	\$7.65

Note: At owner's option, the permit fee may be calculated on a percentage basis in the same manner as Industrial work for large projects

C. Industrial Electrical Permit - Large Projects
(above \$100,000 value)

Permit Fee 1% of the value of electrical work

Inspections for which no fee is specifically indicated (min. charge 1/2 hour)
\$93.00 /hr

VI. MECHANICAL PERMIT FEES:

Minimum Permit Fee \$75.00

Gas Appliances
-One to Two mechanical units \$10.00
-Three or more units \$9.00

Central Heating - Furnace/AC
(Combination Unit, Central Heat Alone, or Central AC Alone)
-100,000 BTU - per unit \$30.50
-1001,000-500,000 BTU - per unit \$41.50
-Over 500,000 BTU - per unit \$99.00

Gas Piping/Extension, Alteration/Repair
-One Meter \$10.00
-Additional Meters \$6.80
-Outlets \$4.20
-Pressure Test Only \$10.80

(Gas items may be charged on plumbing permits, but not both)
Hoods

-Residential \$9.00
-Commercial - Type I \$99.00
-Commercial - Type II \$61.00

Vent, Flue or Chimney	\$10.00
Prefabricated Fireplace	\$61.00
Ducts, Fans, Registers, Dampers	\$9.00
Air Handling Equipment	
-to 10,000 cfm	\$20.50
-over 10,000 cfm	\$30.50
Boilers and Equipment	
-up to 100,000 BTU	\$30.50
-100,000 - 500,000 BTU	\$41.45
-over 500,000 BTU	\$99.00
Inspections for which no fee is specifically indicated (min. charge 1/2 hour)	\$93.00 /hr

VII. PLUMBING FEES:

Minimum Permit Fee	\$75.00
New Residential and Additions (or may be calculated per item as for Commercial)	\$8.45 for each 100 S.F.
Commercial	
-Water Heater, Ind.	\$9.30
-Fixtures (include DWV)	\$9.30
-Sewer	\$26.00
-Stand pipe system	\$99.00
-Water Main, 25 or Fewer Outlets	\$19.00
-Each Additional Outlet	\$2.00
-Water Main Only (meter to the building)	\$11.00
-Water Line, 25 or Fewer Outlets	\$19.00
-Each Additional Outlet	\$2.00
Lawn Sprinklers System	
-One or Two Family Dwellings, per System	\$30.50
-All Other, per System	\$81.00
-Swimming Pool Filtration System	\$99.00
-Inside Rain Leader - per System	\$21.00
Gas Piping/Extension, Alteration/Repair	
-One Meter	\$10.00
-Additional Meters	\$6.85
-Outlets	\$4.25
-Pressure Test Only	\$10.00
(Gas items may be charged on mechanical permits, but not both)	

Inspections for which no fee is specifically indicated (min. charge 1/2 hour) \$93.00 /hr

VIII. SOLAR INSTALLATION PERMITS:

Solar Installation Permits (Fee covered under elec., plumb., mech., and bldg. Permit fees)

IX. INVESTIGATION FEE:

Investigation Fee for Any Work Equal to and in addition to the permit fee

Done without Permit and/or Inspections Permit Fee Doubled

X. CODE COMPLIANCE INSPECTIONS (SPECIAL INSPECTION):

Business License \$251.00 /Inspection (Change of Use or Building Vacant More than 6 Months)
Fire Damage \$251.00 /Inspection
House Move \$251.00 /Inspection

XI. CODE VIOLATION INSPECTIONS (VIOLATION OF CITY AND STATE CODES INCLUDING ANTI-BLIGHT ORDINANCE):

First inspections of a complaint No Fee
First Re-inspection of Violations \$60.00 /re-inspection
Second Re-inspection of Violations \$90.50 /re-inspection
Third Re-inspection of Violations \$120.00 /re-inspection
Additional Re-inspections \$120.00 /additional re-inspection
Inspections for which no fee is specifically indicated (minimum charge: 1/2 hour) \$87.00 /hr

XII. OTHER INSPECTIONS:

Residential Energy Conservation Ordinance (RECO) Inspection Fee per Other Outside Agencies - (Not Inspected by the City)
Health and Safety Coordinated Inspection of City Services
-Initial Inspection No Fee
-First Re-inspection of Violations \$60.00 /Re-inspection
-Second Re-inspection of Violations \$90.00 /Re-inspection
-Third Re-inspection of Violations \$120.00 /Re-inspection
-Additional Re-inspections \$120.00 /Additional Re-inspection

Inspections for which no fee is specifically indicated (minimum charge: 1/2 hour) \$87.00 /hr

XIII. DUPLICATION FEES Amount specified in Admin. Reg. 3.3

XIV. TECHNOLOGY ENHANCEMENT FEE 5% Building Permit fee

CHAPTER B- ZONING AND LANDMARKS PRESERVATION

I. Use Permits

Administratively Approved

Home Occupation (Low-Impact)	\$65.00
Located In or Adjacent to Residential Districts	\$671.00
Other	\$453.00
Primary Use Permit (Conversion, Change or Established Use and Non-Residential Additions) and other than new construction	\$1,743.00

Use Permits with Public Hearing

Use Permit (New Construction requiring a hearing or Master Development Permit and Development Permit Required by a Special Plan)	\$158.00
--	----------

OR fees charged according to estimated valuation as follows, whichever is greater:

-0.81% of estimated valuation or portion thereof for first \$500,000;

-0.58% for next \$500,000, or portion thereof;

-0.23% for portion of value over \$1,000,000 up to \$5,000,000;

-For projects valued at \$5,000,000 or more: \$109.00 per hour of staff time

Use Permit (For Each Permit Requested in addition to primary)	\$158.00
---	----------

Variances

Yard or Height	\$496.00
----------------	----------

Other	\$2,147.00
-------	------------

Public Hearing

(per project in addition to permit fees) \$578.00

Dedicated Project Review

In addition to all required fees, applicants may request dedicated project review in which the applicant pays for the City to contract with a planning consulting firm to review the application.

\$109.00 Per hour of staff time for project and contract management. Minimum deposit of \$1,000 is required. Also, a deposit equal to the total amount of the contract, based on the bids received by the City pursuant to its purchasing procedures. Progress billings will be made if the charges are expected to exceed either deposit; prompt payment of bills will assure continued project review. Failure to remit a progress payment within an appropriate time frame, as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal.

II. Zoning Permits

New Non-Residential (per 1,000 sq. ft. or major fraction thereof)	\$95.00
Live-Work (per unit)	\$95.00
Change or Establish Use (Non-Residential)	\$95.00
Residential Additions/Improvements	\$65.00
Non-Residential Additions/Improvements	\$95.00
Other Non-Residential	\$95.00

Modifications and Transfers

Modification (Hearing Required)	\$578.00
Modification (Administrative/No Hearing)	\$158.00
Extension of Use Permit or Variance	\$158.00
Transfer of Use Permit or Variance	\$82.00

Environmental Review

Environmental Initial Study \$1,908.00
(Resulting in Mitigation Neg. Dec.)

Mitigation Monitoring (EIR not Required) \$109.00 /hr. for mitigation monitoring after the 1st hour

Environmental Initial Study \$1,090.00

Environmental Impact Report or Expanded Initial Study:
(5+ hrs. of staff work required)

For projects valued less than \$10,000,000 \$109.00 Per hour of staff time OR, at the discretion of the City, the cost of a CEQA consultant contract, plus staff time at 20% of the contract amount for project and contract management services.

For projects valued at \$10,000,000 or more \$109.00 Per hour of staff time OR, at the discretion of the City, the cost of a CEQA consultant contract, plus staff time at same hourly rate for project and contract management services.

III. Design Review

Administratively Approved

Project value at or under \$50,000 \$436.00
Project value between \$50,001 and 1,999,999 \$700.00

Project value between \$2,000,000 and \$4,999,999 \$1,300.00

-For projects valued at \$5,000,000 or more: \$109.00 per hour of staff time

Signs/Awnings \$354.00

Preliminary Review with the DRC

Project value under \$50,000 \$818.00
Project value between \$50,001 and 1,999,999 \$1,350.00

Project value between \$2,000,000 and \$4,999,999 \$2,550.00

-For projects valued at \$5,000,000 or more: \$109.00 per hour of staff time

Final Review with the DRC (new construction)

Project value under \$50,000 \$621.00
Project value under \$50,000-\$149,999 \$725.00
Project value under \$150,000 or more \$2,077.00

IV. Landmarks Review

Initiation

Structures \$50.00 as set by the Landmarks Preservation Ord.
Districts \$100.00 as set by the Landmarks Preservation Ord.

Design Review (non-residential) projects in non-residential districts \$600.00

0.0015 of estimated valuation for projects
valued \$50,000 or more

Signs and Awnings (non-residential only) \$545.00

Demolition Review \$594.00
(non-residential structures 40 or more
years old as required under Section
23C.08.050C of the Zoning Ordinance)

V. Appeals of Zoning & Landmarks Action

To Zoning Adjustments Board \$63.00
To City Council-Non-applicants \$63.00
Applicants \$578.00

*Estimated valuation shall be based upon the estimated national average per square foot construction costs for the type of use and construction type, multiplied by the San Francisco area modifier, as set forth in the Building Valuation Data tables published periodically by the International Conference of Building Officials. Estimated average costs for "good" quality construction shall be used where such data are provided for the proposed type and occupancy.

VI. Plan Amendments, Reclassification
Requests, and Waterfront Master Development
Plan permits

The minimum deposits listed are intended to reflect typical total project costs. Progress billings will be made during review of a project if charges exceed the deposit; prompt payments of bills will assure continued project review. Failure to remit a process payment within the appropriate time frame, as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal. All fees are required to be paid prior to scheduling the item for Council consideration.

General Plan Amendments \$109.00 per hour of staff time; minimum \$2,000 deposit
required

Specific Plan Amendments \$109.00 per hour of staff time; minimum \$8,700 deposit
required

Re-zoning/ Reclassification Requests \$109.00 per hour of staff time; minimum \$2,000 deposit
required

Waterfront Master Development Plan permit \$109.00 per hour of staff time; minimum \$8,700 deposit
required

VII. Miscellaneous Fees

Penalty for Late Filing (When Zoning Permit,
Use Permit or Variance is Required) 100% of applicable fee

Zoning Complaint Re-inspection	
First Additional Re-inspection	\$83.00
Second Re-inspection	\$125.00
Third Re-inspection and all Inspections Thereafter	\$164.00
Agenda Subscriptions and Mailing Fees	Amount specified per Admin. Reg. 3.3
Publications and Duplication of Records	Amount specified per Admin. Reg. 3.3
Maps--Large	\$4.80
Small	\$3.30
Set	\$5.40
Cassette Tape Duplication of Zoning Adjustments Board, Landmarks Preservation Commission, and Design Review Commission meetings	Amount specified per Admin. Reg. 3.3
Microfilming Fee - Permit Application	\$0.90 per 8.5 x 11 inch sheet \$3.60 per larger sheet
Microfilm Duplication Fee	Amount specified per Admin. Reg. 3.3

CHAPTER C - CONDOMINIUM

Application Fee for a Notice of Local Law Compliance	\$1,493.00
Application Fee for Conversion of an owner-occupied Tenancy in Common Project (TIC) with up to four units to Condominiums	\$3,804.00
Application Fee for Conversion of a Tenancy in Common Project (TIC) with five or more units or including rental units to Condominiums	\$5,706.00
Application Fee for Conversion of a Rental Property to Condominiums	\$7,336.00
Fee for appeal of an administrative determination on conversion of a TIC to the Planning Commission by an applicant	\$474.00
Fee for appeal of Planning Commission determination on conversion to the City Council by an applicant	\$474.00

Fee for appeal of Planning Commission determination on conversion to the City Council by a non-applicant \$58.00

One half of the Application Fee for a Notice of Local Law Compliance may be refunded in the case of proposed conversion of a Tenant in Common Project if, on receiving from the City preliminary findings that the property does not legally qualify for conversion or that there are substantial code violations such that the cost of necessary repairs could make conversion financially unfeasible, the owners agree to withdraw their application before any further work is done by the City.

HAZARDOUS SUBSTANCES MANAGEMENT

Fee Schedule

Section 1. Underground Storage of Hazardous Materials

(1) Annual Operating Permit	
First Tank Per Facility.....	\$1,200
Each Additional Tank.....	\$380
(2) New Installation/Repair/Repipe	
Base Fee (includes one (1) tank).....	\$1,200
Each Additional Tank.....	\$350
Plan Re-review.....	\$300
(3) Closure/Removal - Business	
Base Fee (includes one (1) tank).....	\$750
Each Additional Tank.....	\$350
Plan Re-review.....	\$300
Closure/Removal – Residential – Per Tank.....	\$500
(4) New Installation Tank Monitoring/Cathodic Protection Systems	
Base Fee (included one (1) well).....	\$1,000
Each Additional Well.....	\$700
(5) Re-inspection Fee – Hourly Rate	
Minimum Charge – One Hour.....	\$120
Each Additional ½ Hour.....	\$60
(6) Waste Oil, Emergency Fuel Tanks **	
Base Fee (includes one (1) tank).....	\$590
Each Additional Tank.....	\$380

** New Category

NOTE: Some charges are on an hourly basis at \$120 per hour. Minimum charge is one hour (unless otherwise specified under the service) and an increment of ½ hour thereafter.

Section 2. Annual Hazardous Materials Business Plans

(1) First Time Filing/Application Fee.....	\$120
(2) Ozone Depleting-Compounds Exemption Fee.....	\$300
(3) Acutely Hazardous Materials Registration Fee.....	\$336
(4) Etiological Agent Registration Fee.....	\$150
(5) Radiological Materials Registration Fee.....	\$200
(6) Limited hazardous materials registration for businesses Handling hazardous materials under the HSC Threshold but must report under Article 80 UFC... ..	\$163
(7) Hazardous Materials Response Plans and Inventory Registration Minimum Annual Permit Fee.....	\$229
Maximum Annual Permit Fee.....	\$3,720

See MATRIX (Attachment A) for fees.

(8) Re-inspection Fee – Hourly Rate Minimum Charge – One Hour.....	\$120
(9) Small medical facilities with minimum chemical storage One time charge.....	\$50

Section 3. Annual Hazardous Waste Generator and Treater Permit/Registration fees

(1) < 55 Gallons per year.....	\$133
(2) >= 55 Gallons and <5 Tons.....	\$261
(3) >= 5 Tons and <12 Tons.....	\$713
(4) >= 12 Tons and <25 Tons.....	\$1,261
(5) >= 25 Tons and <50 Tons.....	\$2,660
(6) >= 50 Tons and <125 Tons.....	\$3,990

(7) >= 125 Tons to < 250 Tons.....	\$4,500
(8) >= 250 Tons to < 500 Tons.....	\$9,000
(9) >= 500 Tons and < 1,000.....	\$15,000
(10) >= 1,000 Tons to <2,000 Tons.....	\$22,000
(11) >= 2,000 Tons to < 4,000 Tons.....	\$30,000
(12) >= 4,000 Tons.....	\$40,000
(13) Hazardous Waste Contingency Plan Review for treatment, Storage Disposal Permitted Waste Facilities.....	\$3,855
(14) Acutely Hazardous Waste Generator Registration as Defined in 25110.02 HSC.....	\$336
(15) Re-inspection Fee – Hourly Rate Minimum charge – One Hour.....	\$120
(16) Conditionally Exempted Permit Annual Fee.....	\$120
(17) Conditionally Authorized Permit Annual Fee.....	\$600
(18) Permit by Rule Permit Annual Fee.....	\$1,350

Section 4. Site Remediation Investigation Fees

(1) Workplan Review.....	Hourly rate 3 hour minimum
Re-review.....	Hourly rate 3 hour minimum
(2) Site Closure Plan Review.....	Hourly rate 3 hour minimum
Re-review.....	Hourly rate 3 hour minimum

(3) Risk Assessment Review	Hourly rate 3 hour minimum or actual subcontractor's cost plus hourly handling fee
(4) Subsurface Investigation Permits	
Monitoring Wells Installation/Destruction	
First Well.....	\$336
Each Additional Well.....	\$100
Soil Borings (3 ft. or greater)	
First Borings.....	\$168
Each Additional Boring.....	\$100
Re-inspection Fee.....	\$120

Section 5. Risk Management Plans

- (1) Third Party Review
City will require RMP facility to pay actual costs of third party review consultant plus hourly TMD handling fees.
- (2) Staff Participation in Hazardous Operability
Study/Review/Oversight/Audit..... Hourly Rate
- Staff Hourly Rate for Review
Minimum charge – One Hour..... \$120

Section 6. Miscellaneous Fees

- (1) Hazardous Materials management Review All Permit Applications
Minimum charge – One Hour..... \$120
- (2) Hazardous Materials Specialist Review Hourly Rate
Minimum charge – One Hour..... \$120
- (3) Copies of Documents
(Apply charges set in Administrative Regulation No. 3.3)

(4) Clerical Staff (Hourly rate for which no fee is specifically indicated)	
Minimum charge – One Hour.....	\$80
(5) Late Filing fee for Annual Registration of HMBP.....	\$300
(7) Emergency Response and Oversight of Clean up Activities from Spills and Releases.....	\$120
(8) Permit Service Center Review Fee	
Minimum charge – One Hour.....	\$120

Section 7. State Service Fees

All applicable state surcharges for implementing the Certified Unified Program Agency codes will be collected from the regulated facilities.

(7) Hazardous Materials Response Plans and Inventory Registration

(Matrix based on quantity of chemicals in gallons, pounds, cubic feet of compressed gas and number of chemicals on site).

(7.1) NUMBER OF CHEMICALS

Type	Range
A	10-Jan
B	25-Nov
C	26 - 50
D	>50

(7.2) QUANTITY OF CHEMICALS

	Gallons	Cu. Ft.	Lbs.
1	55 - 275	200 - 999	500 - 999
2	276 - 549	1,000 - 4,999	1,000 - 9,999
3	550 - 999	5,000 - 24,999	10,000 - 24,999
4	1,000 - 10,000	25,000 - 100,000	25,000 - 100,000
5	>10,000	>100,000	>100,000

(7.3) FEES

\$	1	2	3	4	5
A	120-229	185-458	450-916	725-1,374	1,150-2,290
B	200-274	325-550	575-1099	1,150-1649	1,400-2748
C	300-321	475-641	900-1282	1,600-1924	2,200-3206
D	450-475	750-800	1,200-1487	1,950-2231	2,800-3720

CHAPTER E - ENGINEERING

1. Engineering work required for review or preparation of sewer plans and specifications: \$95 per hour
2. Engineering work required in abandonment of easement: \$3,990.
3. Engineering work required in abandonment of streets, paths, walks, steps and similar public ways: \$6,840
4. Whenever work is caused to be done under Federal, State or local law, whether such work is done under assessment district or improvement plan, public proceedings or private contract, a fee of \$95 per hour for engineering work and field inspection shall be charged for the following:
 - a. Review of plans and specifications other than for sewer.
 - b. Engineering work and inspection required for grading or regarding streets.
 - c. Engineering work and inspection required for concrete sidewalks, curbs and curb gutter.
 - d. Engineering work and inspection required for pavement in area of roadway.
 - e. Engineering work and inspection required for culverts and drainage.
 - f. Engineering work and inspection required for sewers.
 - g. Engineering work and inspection required for structures of masonry construction of either brick or concrete.

(BMC 2.72.050)

5. Moving and replacing street monuments, the charge will be the actual cost to the City.
6. All engineering services in connection with work ordered or authorized by the Council or other work not specifically provided for herein, \$95 per hour for office engineering and \$95 per hour for field inspection.
7. Whenever engineering or inspection services are to be performed and fees paid therefore, as herein above provided in subsections 1, 4 and 5, a minimum fee corresponding to one hour of engineering work shall be charged.
8. Field survey party: (per day)
 1. Two-person survey party -- \$557
 2. Three-person survey party -- \$937
 3. Four-person survey party -- \$1,094
9. No fees shall be charged for public consultations or assistance rendered in records examination.

10. The fees and charges provided herein shall be doubled for work performed on Saturdays, Sundays and holidays.

(BMC 2.72.050)

II. SIDEWALK CONSTRUCTION AND REPAIR

A. Fees - Streets, Sidewalks and Other Public Property

For permits and field inspection, the following fees or charges shall be paid in advance to the Planning and Development Department of the City:

1. Permits: The permit charge shall be \$88 for each such permit issued. All permits issued hereunder shall expire ninety days after issuance and there shall be no refund of the permit charge. In the exercise of his reasonable discretion and for good cause shown, the Director of Public Works or his/her designee may waive or reduce the permit and inspection fees for sidewalk work which is necessitated by the root damage from City owned trees.
2. Field Inspection: The charge for field inspection shall be as follows:
 - a. Curbing: \$21 for each ten L.F. or fraction thereof.
 - b. Curb and Gutter: Same charge as for curbing.
 - c. Sidewalks: \$21 for each one hundred square feet or fraction thereof.
 - d. Driveway approach: Same charge as for sidewalks.

(BMC 16.04.110)

B. Permit - Cash Deposit or Bond in Lieu Required - Conditions

1. When construction is to be performed pursuant to the provisions of this chapter, the sum of \$1,055 for each permit shall be deposited with the Department of Planning and Development as a guaranty that all work, including excavation, stockpiling materials, protection and repair of property in the public right-of-way including shrubs, maintenance of pedestrian and vehicular safety and convenience, and cleanup, will be done in a proper and workmanlike manner and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee.
2. In lieu of such deposit for each permit, a surety company faithful performance bond in the amount of \$8,672 may be filed with the Planning and Development Department. Such bond shall be conditioned that all construction of sidewalks, parking steps, driveway approaches, curbs or curbs and gutters shall be done in a proper and workmanlike manner, and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee. Any such bond may be conditioned as a continuing bond and not be limited to any particular location in the City. The form of such bond shall be approved by the City Attorney.

3. In the event the work is not done in a proper and workmanlike manner, or not done in accordance with the requirements of this chapter or any other ordinance or requirements of the City, or not done to the satisfaction of the Director of Public Works or his/her designee, the City may perform or cause to have performed the necessary construction work, repair work or cleanup work and deduct the cost thereof from said deposit or require the cost thereof to be paid by said surety company on its bond.
4. In the exercise of his reasonable discretion and for good cause shown, the Director of Public Works or his/her designee may waive or reduce the deposit or bond required by this section in order to encourage property owners to do or cause to have done the work provided for hereunder; provided, that if such work is not being performed in a satisfactory and timely manner, the Director of Public Works or his/her designee may order that the deposit or bond required by this section be filed and the work stopped until such filing is made. (BMC 16.04.130)

III. SANITARY AND STORM DRAIN SEWERS

A. Sewer and Storm Drain Construction Fees

1. The following fees shall be paid to the Planning and Development Department for sewer and storm drain construction:
 - a. For each permit for lateral sewer or storm drain construction within the public right-of-way or other public easement, \$88.
 - b. For inspection of lateral sewer or storm drain construction within the public street area and connection to the existing sewer or storm drain main, \$157 for each month or fraction thereof between issuance of the permit and final inspection and approval by a City Inspector.
 - c. For inspection of construction of sewer or storm drain mains in the public right-of-way or other public easement, and for inspection of lateral sewer or storm drain construction in the public street area, without connection to main, \$95 per hour.
 - d. For engineering work and inspection required in establishing backline easements and re-use connections, \$95 per hour, two-hour minimum.
 - e. For sewer lateral capping, \$95 per hour, two hour minimum.
 - f. For engineering work and inspection involved with mainlines and manholes, \$95 per hour, two-hour minimum.
2. For any work performed, wholly or in part, without first secured the permit required by the provisions of this section, the person, firm or corporation having performed such work shall pay a permit fee which shall be five times the permit fee provided by this section, and five times the inspection charge for any month, or any fraction thereof, that the work has been in progress without a permit. All inspection fees shall be doubled for such inspection performed on Saturdays, Sundays and holidays.

(BMC 17.16.050)

B. Sewer Construction, Cash Deposit or Bond in Lieu of

1. When a sewer or storm drain is to be installed in the public right-of-way or other public easement, the sum of \$1,055 for each permit shall be deposited with the Planning and Development Department as a guaranty that all sewer or storm drain work, including backfill, street paving and cleanup, will be done in a proper and workmanlike manner.
2. In lieu of such deposit for each permit, a surety company faithful performance bond in the amount of \$8,672 may be filed with the Planning and Development Department. Such bond shall be conditioned that all sewer or storm drain work, including backfill, street paving and cleanup shall be done in a proper and workmanlike manner and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee.

(BMC 17.16.050)

IV. EXCAVATIONS

A. Permit - Required - Application Time and Contents for Mains or Lateral Pipes

Whenever any person, firm or corporation desires to open trenches in the public streets or thoroughfares for the purpose of placing therein main or lateral pipes or conduits, other than lateral sewers, such person, firm or corporation shall make applicatiapplication in writing and obtain a permit from the Planning and Development Department not less than forty-eight hours in advance of his/her or its desire to so open trenches in said streets and thoroughfares, except in case of accident or emergency, in which case written notice shall be given within twenty-four hours after any such opening; provided however, that if said notice cannot be given because the office is closed, then written notice shall be given within eight hours after the office which issues said permits is open for business.

The application for the permit shall give the names of the streets in which trenches are to be opened and names of the cross streets between which said trenches are to be made. A permit fee of \$88 and shall be paid for each permit issued hereunder; except, however, that such fee shall not be charged against any entity exempt by law from the payment of such fees. An inspection fee of \$95 per hour shall be charged for all inspections. (BMC 16.12.030)

B. Compliance with Regulations Required

The permittee shall conduct all operations in accordance with the Excavations Ordinance (BMC Chapter 16.12) and the "Trench Excavation and Surface Restoration in the Public Right-of-Way -Regulations and Requirements," promulgated pursuant to said OrdinanOrdinance (hereafter "Regulations.").

C. In-lieu Fees - Required When

For excavations in streets less than five (5) years from the date of application for a permit to excavate, permittee shall resurface the trenched area as provided by the Regulations. At the discretion of the Director of Public Works or his/her designee, such resurfacing requirements may be waived and the permittee shall pay an in-lieu fee as follows:

<u>Type of Excavation</u>	<u>In-lieu Fee</u>
Trench (excluding new service connections)	\$3.00 square foot of street area required to be resurfaced by the regulations
Bell hole/new service connection	\$518/bell hole or new service connection

V. STREET AND SIDEWALK USE PERMIT

A. Permit Fees

1. A permit fee of \$88 shall be charged for each street use permit issued below. In addition there shall be paid for the use of street area, curb or sidewalk in areas classified as commercial, R-3, R-4 and R-5 in the zoning ordinance, during construction for which a building permit or public works permit has been issued, or for which such permit is required, including all University of California construction projects located in City streets, a fee of \$5.70 per linear curb foot per month.
 - a. Construction where storage of materials, debris or equipment is involved within the public right-of-way.
 - b. House moving.
 - c. Demolition where storage of materials, debris or equipment is involved within the public right-of-way.
 - d. Debris boxes by contractors.
2. In the case of debris boxes used by homeowners, a fee of \$76 shall be charged, the inspection fees shall be waived.

(BMC 16.16.030)

B. Inspection Charges

Field inspections for the items in A1 above will be made by the City to insure that the permittee is maintaining a right-of-way for the public, both in the sidewalk and street areas, provided, however, that inspection fees shall not be charged in the case of debris boxes used by homeowners. A charge of \$95 per hour for the first hour shall be made for such inspection service. If such inspection service exceeds one hour there shall be an additional charge of \$171 for each thirty days, or fraction thereof, that the permittee uses the streets or sidewalks pursuant to the permit issued hereunder. The hourly inspection charge for the first hour shall be doubled for inspections on Saturdays, Sundays, and holidays. The inspection charge shall be paid at the time the permit is issued and shall be based on the City's estimate of the time required for inspection service and the permittee's estimate of time for completion of all work, including cleanup and clearing the public right-of-way. If the work is unfinished at the expiration of the time estimated by the permittee, the permittee shall then deposit additional inspection fees based on the revised estimate of time for completion of work. Such charge, if not paid, shall be deducted from the surety company on its bond, if a surety bond has been filed in lieu of the required deposit.

A permit fee of fifteen dollars for a single trip, or an annual fee of \$ 70.00 per year for a repetitive permit shall be charged for any overheight, overweight or overwidth vehicle or any overheight, or overwidth load being operated on any public street as defined in the State Vehicle Code. (BMC 16.16.130)

C. Increased Fees for Work Performed or Operation of Vehicle Without Permit

For any work performed, wholly or in part, or for the operation on any public street of an overheight, overweight or overwidth vehicle or any vehicle with an overheight, overweight or overwidth load as defined the State Vehicle Code, without first having secured the permit required by the provisions of this of this chapter, the person, firm or corporation having performed such work or operated such vehicle shall pay a permit fee which shall be five times the permit fee provided by this section, and an inspection charge fives times the inspection charge provided by this chapter. (BMC 16.16.040)

D. Deposit - To Guarantee Removal of Materials or Equipment Required

As a guaranty to the City that such materials, appliances or other equipment so placed or stored on any street or sidewalk will be cleaned of all dirt, sand and debris of any kind to the satisfaction of the Public Works Director or his/her designee, and will be removed there from immediately upon the completion of such work, or at such time prior thereto when, in the judgment of said for Public Works Director or his/her designee, the public interest or convenience will be best subserved thereby, said person, firm or corporation shall deposit with the Planning and Development Department the sum of \$1,055 for each permit issued under the provisions of this chapter. (BMC 16.16.070)

E. Deposit- Surety Bond in Lieu When -Conditions

In lieu of the deposit required by this chapter, a surety bond in the amount of \$8,672 may be filed with the Planning and Development Department, conditioned as a guaranty to the City that all costs for which any person, firm or corporation-shall be liable, as in this section provided, will be paid upon demand therefore by the Public Works Director or his/her designee. Any such bond may be conditioned as a continuing bond and not be limited to any particular location in the City. Such bond shall be approved as to form by the City Attorney. (BMC 16.16.080)

F. Waiver - Deposit and Bond

In the exercise of his reasonable discretion and for good cause shown, the Public Works Director or his/her designee may waive or reduce the deposit or bond required by this chapter, in order to encourage home owners to do or cause to be done the work herein. (BMC 16.16.050 and 16.16.080)

VI. NO PARKING SIGNS

A. No Parking Signs

No parking signs will be required in conjunction with all street use permits.

not be detrimental to public safety or general welfare, a permit will be issued for the use of such signs upon payment of a permit fee of \$25.70 and upon receiving the signed statement of the applicant agreeing to be bound by the conditions of the permit and these rules and regulations; provided, however, that an additional permit fee equal to the cost of a meter in the amount of \$46.00 per week shall be charged for each 20 feet of time limit zone and each meter for work requiring a time period of one month or more. In addition, an inspection fee of \$8.50 shall be made for each sign posted.

B. Annual Permit - Franchised Utility Company - EBMUD

The Public Works Department may issue an annual permit to the public utility companies and East Bay Municipal Utility District for use of temporary no parking signs in accordance with the rules established herein. Failure to comply with the above rules shall be grounds for revocation of the annual permit. The signs to be used shall be furnished by the permittee at his or her own expense and shall be in the format prescribed by the Public Works Department. The annual permit fee shall be \$230.

VII. ENCROACHMENT PERMITS

The following fees for encroachment permits shall be paid in advance to the Planning and Development Department of the City:

1. A non-refundable application fee in the amount of \$348 for each permit below.
 - a. Minor encroachment permit: \$780 paid upon approval of permit.
 - b. Major encroachment permit: \$1,127, paid upon approval of permit.
2. Decorative non-commercial installation in a public right-of-way: a permit fee of \$88.
3. Above ground planter: \$95.
4. Inspection when required by the Director of Public Works or his/her designee: \$95 per hour.

(BMC 16.18.025)

VIII. SUBDIVISION FEES

A. Processing and Review

The following fees or charges for processing and review of subdivision maps and certificates shall be paid in advance to the Planning and Development Department of the City:

1. For lot line adjustments: a filing fee of \$1,337 (BMC 21.32.040)
2. For reversion to acreage: a filing fee of \$1,337 (BMC 21.48.040)
3. For parcel mergers: a filing fee of \$1,337 and a public hearing fee of \$486. (BMC 21.52.060)
4. For correction and amendment of a recorded map: a filing fee of \$1,108. (BMC 21.56.050)
5. For a certificate of compliance: a filing fee of \$1,337 (BMC 21.60.050)
6. For tentative tract maps: a filing fee of \$3,697 and a public hearing fee of \$486. (BMC 21.16.043)
7. For vesting tentative parcel maps: a filing fee of \$4,078. (BMC 21.18.070)

8. For vesting tentative tract maps: a filing fee of \$4,078 and a public hearing fee of \$486. (BMC 21.18.070)
9. For final tract maps: a filing fee of \$288 and a map checking fee of \$138 per lot, parcel or unit. (BMC 21.20.020)
10. For parcel maps: a filing fee of \$3,580. (BMC 21.24.040)
11. For office engineering: \$95 per hour. (BMC 21.04.070)

B. Deposit - Refundable

A deposit in the amount of \$450 shall be paid at the time of filing and, in addition to the filing fees, for the following:

Final maps; parcel maps; lot line adjustments; reversions to acreage; parcel mergers; corrections and amendments to recorded maps; and certificates of compliance.

Such deposit shall be refunded upon the receipt by the City of a duplicate original of the recorded subdivision map, made upon a mylar material. If receipt of said mylar map is not made within six (6) months following the date the map was recorded, the City will permanently retain all of the deposit to defray the cost of obtaining a mylar copy of the recorded map for its records.

Attachment 3

CURRENT PLANNING

COST WORKSHEET: HOURLY COST OF PROFESSIONAL STAFF PROVIDING DIRECT SERVICES

This worksheet calculates the total hourly cost of providing services by attributing all associated costs to the professional staff providing direct services, such as plan checking and inspections. Professional staff providing direct services consists of Assistant, Associate, Senior Planners, and a Code Compliance position. Other staff and materials are prorated to the direct service as part of their cost.

Current Planning	Salary	FTE
Total	872,222	13.00

Add Fringe (34%)	296,556
Direct personnel costs	1,168,778

Current Planning non-personnel costs	675,333
Total direct costs (personnel + non-personnel)	1,844,111

Hours available

Total hours in a work year (52 weeks/yearX40 hours/week)	2,080
Less leave, holidays, training, staff meetings, personnel/administration	-446
	1,634
X	13.00
	21,242 Staff hours

1,844,111	Total direct cost
/	21,242 Staff hours
	86.81 Direct cost per staff hour

Indirect costs

235,500	Central indirect charges (27% salary)
701,896	Div Admin/Direct staff FTE
247,793	Department Admin & rent prorated/Direct staff FTE
35,631	increased workers' comp and PERS rates for FY 03
1,220,820	Total Indirect costs
/	21,242 Staff hours
	57.47 Indirect cost per staff hour

144.29 Total cost per hour (sum of direct and indirect costs)