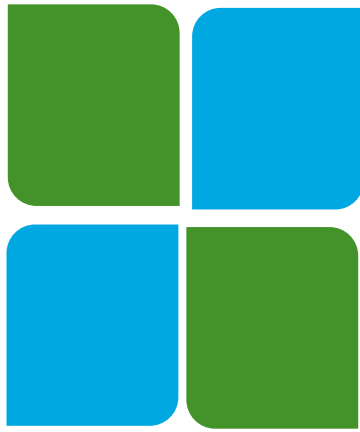


# CITY OF INDIAN WELLS



## User Fee Study

June 12, 2023



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## Executive Summary

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The City of Indian Wells engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff. The recommended fees identified herein are either at or less than full cost recovery.

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# User Fee Background

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## Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

## California User Fee History

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Due to the thresholds needed to increase local taxes, cities have less control and very few successful options for new revenues. The State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation, at the expense of local governments. In 2004-05, the Educational Revenue Augmentation Funds ("ERAF") take-away of property taxes and the reduction of Vehicle License Fees severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the "Stop Hidden Taxes Initiative", which is aimed at defining "regulatory fees" as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of a User Fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.

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## Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefitting users. User Fees recover costs associated with the provision of specific services benefitting the user, thereby typically reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's Cost Allocation Plan. This plan was used in the User Fee study to account for the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost through the study.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can also be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.

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## Study Objective

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As the City of Indian Wells seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. A User Fee Study provides assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

## Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Indian Wells departments and fee groups:

- Administrative Services
- Building & Safety
- Planning
- Public Works

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

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## Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provide them at existing, known, or reasonably anticipated service and staff level needs. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide an influential dissertation on the qualities of the utilized tools, techniques, or alternative approaches.



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# Project Approach and Methodology

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## Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for such fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

## Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

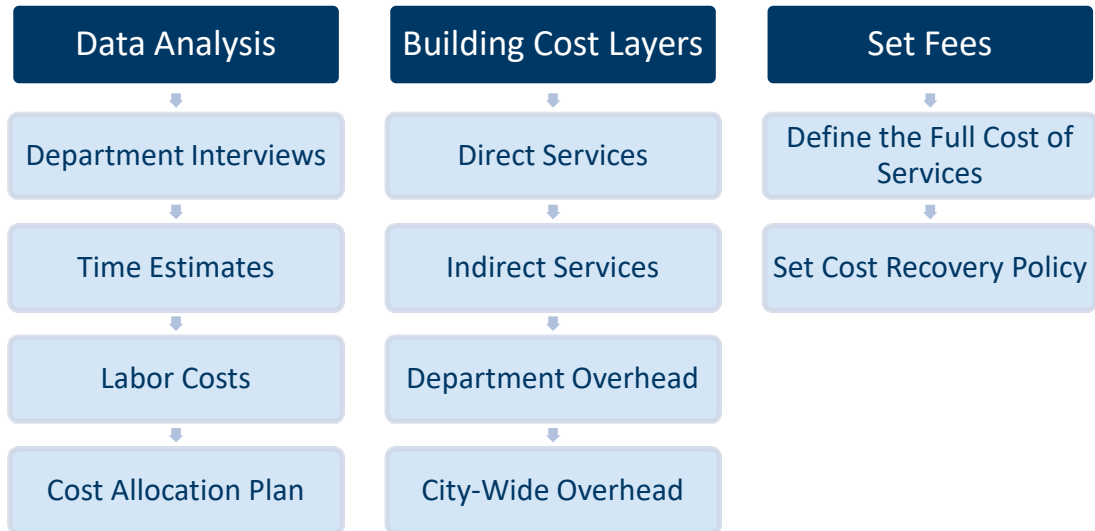
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to 1,650 productive or billable hours to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, holidays, and other considerations as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate for how a service is provided, to calculate a fee’s cost based on the personnel and the amount of their time that is involved in providing each service.

## Summary Steps of the Study

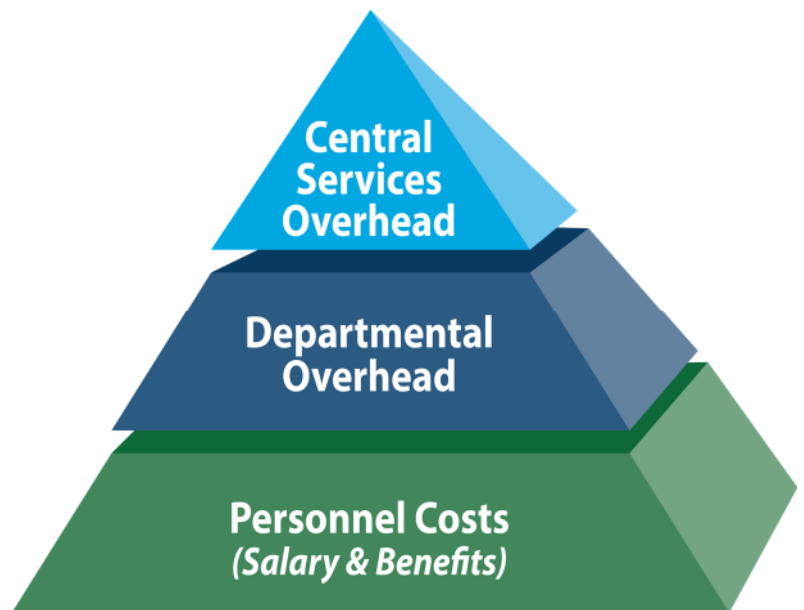
The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



## Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City’s central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.



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- **Central Services Overhead:** These costs, as provided via the City's Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.

## Methodology

The three methods of analysis for calculating fees used in this report are the:

**Case Study Method (Standard Unit Cost Build-Up Approach):** This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

**Programmatic Approach:** In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a programs' needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

**Valuation Based Fees:** This manner of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. Using a valuation-based fees provides for a system that can adjust as project sizes scale. Land is not included in the valuation.

## Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- Internal and external reviews
- Cross-checking

## Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

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- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
  - Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated
  - Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
  - Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
    - Departmental overhead and administration costs
    - Vehicle and Facility Maintenance support costs
    - Indirect overhead from the Cost Allocation Plan
  - Changes in processes and procedures within a department, or the City as a whole
  - Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

## City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

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# Indian Wells User Fees

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## Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in **Appendix C**. Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were obtained through interviews conducted with City staff for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time data used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service, and will differ from City to City depending on staffing, positions involved, experience on staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The primary goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility of determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Indian Wells, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

## Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, some services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool, since it can be used to reduce fees to encourage certain activities (such as to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unobligated funds. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not have available funds that are otherwise directed to cover fee subsidies.

## Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The cost of service study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

## Summary

City staff is recommending setting user fees at 100% of the full cost identified in this study except for specific considerations where it makes sense based on how service is provided such as trade fees within Building that are often coupled together when provided, or for the City xeroxing fee where the full cost would be considered prohibitive. City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff has reviewed the full costs and identified the recommended fee levels for consideration by City Council. The attached appendices exhibit these unit fees individually.

The preceding sections provide background for each department or division and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to [Appendix C](#) of this report.

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## Administrative Services

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The Administrative Services provides miscellaneous support services to all departments.

### Analysis

Willdan individually reviewed the services associated with the Administrative Services fees. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Administrative Services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most flat rate fees are currently set below the full cost of providing the service. Staff have suggested fees be set at full cost recovery except for continued subsidy for the xeroxing fee as detailed in [Appendix C](#). As a result, there would be:

- An increase for 12 fees;
- 2 fees would decrease;
- 10 fees would remain as currently set, and;
- the average fee change would be an increase of 73%.



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## Building & Safety

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The Building & Safety Program administers and enforces the California Building Code and all City ordinances regulating construction activity as a function of the Community Development Department. This program is responsible for issuance of building permits, collection of permit and inspection fees, conduct of in-house and contract plan check review, and providing building site inspections. The Building & Safety Program also provides customers with interpretation of the California Building Code, and ensures processing through other outside agencies for review and permitting, such as the Coachella Valley Water District, utility providers, County Health Department, etc.

### Analysis

Willdan individually reviewed the services and programs associated with the Building & Safety Program. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Building & Safety services relied primarily upon a standard unit cost build-up approach (except for fees related to the Building Permit program), whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for County Central Services. The analysis found that services are currently set below the full cost of providing them. It is recommended that the City increase cost recovery to 100% for Building & Safety services except for those as detailed in **Appendix C**. As a result, there would be:

- an increase to 47 fees;
- 5 fees would decrease;
- 2 fees would change to valuation based from a per sq ft fee;
- 2 fees would change to flat fee from valuation based;
- 119 fees would remain as currently set;
- 4 new fees would be added, and;
- the average estimated fee increase would be around 5%.

In addition to the above referenced fees listed under Building, the Building Permit fee program is also provided by this division. For the Building Permit fees, valuation is used as a proxy for measuring the amount of effort needed to provide services on a case-by-case basis. This method is an industry standard widely used by other jurisdictions to evaluate the cost of providing service. It is generally understood that the larger and more complex a project is, the more time and effort that is required to provide the service. Project valuation also follows that trend, and so by using a combination of either project valuation or historical revenue figures along with a multiplier or cost recovery analysis for historical and anticipated future construction trends, current cost recovery along with variability in charges due to project type and scale is determined. The result of the cost analysis completed found that the program is currently operating at 114% cost recovery. It is suggested that the fees be decreased to be at 100% cost recovery. Current and new fees are detailed in **Appendix C**.

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## Planning

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The Planning Program is responsible for processing land use applications as well as issuing Temporary Use Permits for special events as a function of the Community Development Department. Planning involves the review of projects for consistency with the City's General Plan, Zoning Ordinances, and State laws relative to land use and the California Environmental Quality Act (CEQA), which includes preparation of initial studies, categorical exemptions, negative declarations, and environmental impact reports. The Planning Program provides oversight and staff support for the City's appointed Architecture & Landscape Committee and Planning Commission. This involves the preparation of their respective agenda packets, meeting minutes and posting of legal notices.

## Analysis

Willdan individually reviewed the services and programs associated with the Planning Program. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Planning Services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fee levels are subsidizing the cost for most services to a large degree. It is recommended that the City increase cost recovery to 100% for Building & Safety services as detailed in **Appendix C**. As a result, there would be:

- an increase to 53 fees;
- 7 new fees would be added;
- 3 fees would change to a flat fee from a 0\$charge;
- 14 fees would remain as currently set, and;
- the average fee change would be an increase of 45%.

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## Public Works

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A primary function of the Public Works Department, the Engineering Program oversees the design and construction of public improvements for private development projects, City capital improvement projects, and traffic signal operations. The Program regulates the issuance of grading, encroachment permits, oversized load permits, and oversees plan check and inspections for on-site and off-site infrastructure improvements to ensure conformance to City Standards. The Program also provides project management and administers contracts for City and Housing Authority projects.

The Engineering Program also represents the City in regional compliance programs such as National Pollution Discharge Elimination System (NPDES) and Air Quality Management District (AQMD), and on transportation programs with the Coachella Valley Association of Governments (CVAG) and the Riverside County Transportation Commission (RCTC). As a sister agency to the Coachella Valley Water District (CVWD), Staff works cooperatively with CVWD on various projects.

The Traffic Engineering component of the program provides for system monitoring, signal design, directional and regulatory sign monitoring, traffic striping design, and review of detour plans.

## Analysis

Willdan individually reviewed the services associated with Public Works. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Public Works services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most fees are currently set below the full cost of providing the service. Staff have suggested fee adjustments full cost recovery, as detailed in [Appendix C](#). As a result, there would be:

- An increase for 16 fees;
- 2 new fees would be added, and;
- 12 fees would remain as currently set, and;
- The average fee change would be an increase of 115%.

## Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total allowable cost is realized as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and any other costs that are charged directly to the service requestor.

### City of Indian Wells - User Fee

#### Overhead Rate Calculations

Department	Salaries & Benefits	Maintenance & Operations	Direct Overhead %	Indirect Allocation	Indirect Allocation %
City Clerk	99,644	68,150	68%	3,906	2%
Code Enforcement	252,329	205,047	81%	11,285	2%
Building & Safety	508,292	273,821	54%	22,570	3%
Planning	279,244	237,413	85%	13,889	3%
Finance	661,389	207,164	31%	25,522	3%
Information Technology	342,524	66,991	20%	8,247	2%
Engineering	560,700	310,653	55%	23,699	3%
Maintenance Services	576,089	472,351	82%	27,432	3%
City Manager	473,072	291,760	62%	21,702	3%

## Appendix B – Fully Burdened Hourly Rates

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Below are fully burdened hourly rates of staff positions that provide for the services detailed in **Appendix C**. The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For any user fee service request that is outside the scope of the fees detailed in **Appendix C**, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

## City of Indian Wells - User Fee

### Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
	City Clerk	\$110.78
	Code Enforcement	\$143.28
	Building & Safety	\$131.72
	Planning	\$102.89
	Finance	\$100.91
	Information Technology	\$128.09
	Engineering	\$110.81
	Maintenance Services	\$143.11
	City Manager	\$176.24

### Position Rates

Building & Safety	Blg - Building Official & Code Enforcment Mgr.	\$286.96
Building & Safety	Blg - Community Development Director	\$367.33
Building & Safety	Blg - Housing Manager	\$247.44
Building & Safety	Blg - Permit Technician II	\$154.78
City Clerk	Clerk - City Clerk	\$290.04
City Clerk	Clerk - Office Assistant	\$125.27
City Manager	CM - City Clerk	\$279.85
City Manager	CM - City Manager	\$494.85
City Manager	CM - Deputy City Manager	\$425.83
City Manager	CM - Office Assistant	\$120.87
Code Enforcement	Code - Building Inspector II/Code Enforcement Officer	\$200.45
Code Enforcement	Code - Building Official & Code Enforcment Mgr.	\$336.67
Engineering	Eng - Administrative Assistant	\$144.93
Engineering	Eng - Management Analyst	\$194.92
Engineering	Eng - Permit Technician I	\$141.40
Engineering	Eng - Public Works Director	\$379.65
Engineering	Eng - Public Works Field Supervisor	\$215.15
Engineering	Eng - Public Works Inspector	\$168.08
Engineering	Eng - Public Works Manager	\$226.04
Engineering	Eng - Senior Management Analyst	\$226.04
Finance	Finance - Accountant	\$138.86
Finance	Finance - Accounting Technician I	\$116.82
Finance	Finance - Accounting Technician II	\$122.73
Finance	Finance - Assistant Finance Director	\$239.06
Finance	Finance - Finance Director	\$329.54
Finance	Finance - Senior Executive Assistant	\$153.28

## City of Indian Wells - User Fee

### Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
<b>Position Rates</b>		
Information Technology	IT - Information Technology Manager	<b>\$232.27</b>
Maintenance Services	Maintenance - Maintenance Worker I	<b>\$129.23</b>
Maintenance Services	Maintenance - Maintenance Worker II	<b>\$142.64</b>
Maintenance Services	Maintenance - Maintenance Worker III	<b>\$157.45</b>
Planning	Plng - Administrative Assistant	<b>\$172.50</b>
Planning	Plng - Planner	<b>\$237.79</b>
Planning	Plng - Planning Technician I	<b>\$168.29</b>

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## Appendix C – Cost Recovery Analysis

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The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee and suggested fee is listed as “NA”, the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

All services and fees analyzed as part of this study fall under one or multiple categories one through five of the exemptions defined in Proposition 26. As such a cost analysis was performed to calculate the estimated reasonable full cost of each service, and suggested fees are recommended at or below those amounts. Estimated reasonable full costs were calculated based on City expenditures and time estimates.

For any fee listed in which there is no change from the current to suggested amount the original adopting resolution remains in effect.



**I. Administrative**

#	Description	Current Fee/Charge	Unit	Notes
1.a	Transient Occupancy Tax	12.25%		Ordinance No. 657; Resolution 2018-47
1.b	1% TBID - Vacation Rentals	1.00%	1% of gross short-term room rental revenue	The Greater Palm Springs Tourism Business Improvement District Assessment - effective 7/1/2021
2.a	Business License - Short Term Rentals	85.00		
2.b	Business License - Contractors and Subcontractors	83.00		
2.c	Business License - Vendor Services (mobile)	60.00		
2.d	Business License - Commercial Enterprises (eating establishment)	160.00		
2.e	Business License - Commercial Enterprises (professional)	114.00		
2.f	Business License - Commercial Enterprises (hotels)	527.00		
2.g	Business License - Peddlers	5.00		
2.h	Home Occupations	113.00		
2.i	Home Foreclosure Registration Fee	139.00		
2.j	Vehicle Stickers	1.00		
2.k	SB1186 License Fee	4.00		St of CA Division of the State Architect License Fee & Use for Construction - Related Accessibility
3	Vacation Rental Fees - Short term rental registration*	140.23		IW Resolution 2015-04
4	Animal Control Fees	County of Riverside Fee Schedule		County of Riverside Fee Schedule
5	Returned Check Processing Fee	25.00		Set by State Statute 1719
6.a	Xeroxing - single or double sided copies	0.19	Per Page	
6.b	Xeroxing - upfront deposit requirement for records over 100 pgs	Estimated by City Clerk		Resolution No. 2011-40
6.c	Xeroxing - Binding Bids & Specifications	Cost/Project		
6.d	Meeting Tape Duplication	Cost of Tape		Resolution No. 92-190

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	12.25%	\$0.00
NA	NA	1.00%	\$0.00
\$256.93	0%	\$256.00	\$171.00
\$108.95	1%	\$108.00	\$25.00
\$108.95	1%	\$108.00	\$48.00
\$613.89	0%	\$613.00	\$453.00
\$560.09	0%	\$560.00	\$446.00
\$820.79	0%	\$820.00	\$293.00
\$295.98	0%	\$295.00	\$290.00
\$338.03	0%	\$338.00	\$225.00
NA	NA	\$139.00	\$0.00
NA	NA	\$1.00	\$0.00
NA	NA	\$4.00	\$0.00
\$256.93	0%	\$256.00	\$115.77
NA	NA	County of Riverside Fee Schedule	\$0.00
NA	NA	\$25.00	\$0.00
\$2.95	93%	\$0.20	\$0.01
NA	NA	Estimated by City Clerk	\$0.00
NA	NA	Cost/Project	\$0.00
NA	NA	Cost of Tape	\$0.00

**I. Administrative**

#	Description	Current Fee/Charge	Unit	Notes
6.e	Video DVD Duplication	20.00		Resolution No. 2011-40

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$28.20	1%	\$28.00	\$8.00

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
<b>Building Valuation</b>				
1.a	Garage*	36.86	Per square foot	Valuation based on number of Square feet
1.b	Multi-Family Remodel	Valuation Based		Valuation based on the project cost
1.c	Single Family Remodel	Valuation Based		Valuation based on the project cost
1.d	Commercial Remodel	Valuation Based		Valuation based on the project cost
1.e	Commercial Tenant Improvement	Valuation Based		Valuation based on the project cost
1.f	Roofing	Valuation Based		Valuation based on the project cost
1.g	Miscellaneous	Valuation Based		Valuation based on the project cost
1.h	Sign	Valuation Based		Valuation based on the project cost
1.i	All Other Occupancies	Valuation Based		As to building valuation, schedule of fees, and charges to be based upon International Conference of Building Officials, Building Standards, current editions have been adopted by reference
1.j	Meter Reset	Valuation Based		Valuation based on the project cost
1.k	Service Panel Changeout	Valuation Based		Valuation based on the project cost
1.l	Photovoltaic Permit Fee* - Residential	528.43		
1.l	Photovoltaic Permit Fee* - Commercial	528.43		
1.m	Demolition Permit*	73.98		
1.n	Plumbing Miscellaneous	Valuation Based		Valuation based on the project cost
1.o	BBQ/Firepit/Fireplace	Valuation Based		Valuation based on the project cost
1.p	Block Wall	Valuation Based		Valuation based on the project cost
1.q	Generator	Valuation Based		Valuation based on the project cost
1.r	Mechanical/HVAC/Miscellaneous	Valuation Based		Valuation based on the project cost
1.s	Electrical Miscellaneous	Valuation Based		Valuation based on the project cost
1.t	Pool/Spa/Miscellaneous/Water Feature	Valuation Based		Valuation based on the project cost
1.u	Patio	Valuation Based		Valuation based on the project cost
1.v	E.V. Charging System	Valuation Based		Valuation based on the project cost

<b>Plumbing</b>				
#	Description	Fee	Unit	Notes
2.a	For issuing each permit*	\$60.25	Each	
2.b	Plumbing fixture or trap or set of fixtures on the trap*	\$11.74	Each	Including water, drainage piping and backflow protection
2.c	Building sewer and each trailer park sewer*	\$25.83	Each	
2.d	Rainwater systems - per drain (inside building)*	\$11.74	Each	
2.e	Water heater and/or vent*	\$11.74	Each	
2.f	Gas piping systems of 1-5 outlets*	\$8.22	Each	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$36.86	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
\$151.30	0%	\$151.00	NA
\$251.53	0%	\$251.00	NA
\$555.68	19%	The first 15 kW at \$450, plus \$15 for each additional 1 kW, or fraction thereof.	-\$78
\$555.68		The first 50 kW at \$1,000, plus \$7 for each additional 1 kW, or fraction thereof. The first 250 kW @ \$1,400 plus \$5 for each additional 1 kW, or fraction thereof.	\$472
\$251.53	0%	\$251.00	\$177
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0
NA	NA	Valuation Based	\$0

\$51.08	0%	\$51.00	-\$9
\$50.11	54%	\$23.00	\$11
\$50.11	0%	\$50.00	\$24
\$50.11	54%	\$23.00	\$11
\$50.11	54%	\$23.00	\$11
\$50.11	68%	\$16.00	\$8

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
2.g	Gas piping systems of 5 or more*	\$1.17	Each	
2.h	Industrial/commercial waste pre-treatment interceptor*	\$11.74	Each	Including trap and vent, excepting kitchen type grease interceptors functioning as fixture traps
2.i	For installation, alternation or repair of water pipping equipment*	\$11.74		And/or water treating equipment
2.j	For repair or alternation of drainage or vent piping*	\$11.74		

Electrical				
#	Description	Fee	Unit	Notes
3.a	For issuing each permit*	25.83		
3.b	For each square foot floor area*	0.06	Per square foot	
3.c	For each square foot garage or carport floor area*	0.05	Per square foot	
3.d.1	Electrical service entrance - 100-200 amps*	31.71	Each	
3.d.2	Electrical service entrance - 201-1,000 amps*	65.76	Each	
3.e	Sub-panel*	5.28	Each	
3.g	Temporary construction power pole*	25.83	Each	

Mechanical				
#	Description	Fee	Unit	Notes
4.a	For issuing each permit *	38.75	Each	
4.b.1	Installation or relocation of force-air or gravity-type furnace or burner*	22.31	Each	Including ducts and vents attached to such appliance, up to and including 1000,000 Btu/h
4.b.2	Installation or relocation of floor furnace, including vent*	22.31	Each	
4.b.4	Repair of, alteration of, or addition to heating appliance, refrigeration unit, cooling unit, absorption unit or each heating, cooling absorption, or evaporative cooling system*	21.14	Each	Including installation of controls regulated by this Code
4.b.5	Installation or relocation of each boiler or compressor to and including 3 horsepower, or each absorption system to and including 100,000 Btu/h*	22.31	Each	
4.b.6	Installation or relocation of each boiler or compressor over 3 horsepower to and including 15 horsepower, or each absorption system over 100,000 Btu/h and including 500,000 Btu/h*	42.27	Each	
4.b.7	Installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 Btu/h to and including 1,000,000 Btu/h*	57.54	Each	
4.b.8	Installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or for each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h*	86.90	Each	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$50.11	96%	\$2.00	\$1
\$50.11	54%	\$23.00	\$11
\$50.11	54%	\$23.00	\$11
\$50.11	54%	\$23.00	\$11

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$51.08	0%	\$51.00	\$25
NA	NA	Valuation Based	NA
NA	NA	Valuation Based	NA
\$50.11	0%	\$50.00	\$18
\$100.22	0%	\$100.00	\$34
\$50.11	80%	\$10.00	\$5
\$50.11	0%	\$50.00	\$24

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$51.08	0%	\$51.00	\$12
\$50.11	12%	\$44.00	\$22
\$50.11	12%	\$44.00	\$22
\$50.11	16%	\$42.00	\$21
\$50.11	12%	\$44.00	\$22
\$66.82	1%	\$66.00	\$24
\$83.52	1%	\$83.00	\$25
\$100.22	0%	\$100.00	\$13

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
4.b.9	Installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 Btu/h*	145.61	Each	
4.b.10	Air-handling unit over 10,000 cfm*	28.18	Each	
4.b.11	Evaporative cooler other than portable type*	14.09	Each	
4.b.12	Ventilation fan connected to a single duct*	10.57	Each	
4.b.13	Ventilation system which is not a portion of any permit*	14.09	Each	
4.b.14	Installation of each hood which is served by mechanical exhaust, including the ducts for such hood*	14.09	Each	
4.b.15	Appliance or piece of equipment regulated by this Code but not classed in other appliance categories, or for which no other fee is listed in this Code*	14.09	Each	

Other Inspections and Fees				
#	Description	Fee	Unit	Notes
5.a	Inspections outside of normal business hours. (Minimum Charge 2 hrs.)*	73.98	Per hour	
5.c	Reinspection fees assessed under Section 308-8*	223.12	Per hour	Collecting reinspection fees at full cost will prohibit any future non-compliance
5.d	Inspections for which no fee is indicated (Minimum Charge 1 hour)*	73.98	Per hour	Or the hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
	Permit Renewal Fee	New		
	Short term rental inspection	New		
	Technology Fee	New	% of Business License and Building Permit/Planning/PW Applications	
5.e.1	In-house Plan Check*	73.98	Per hour	Required by changes to approved plans. Or the hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
5.e.2	Outside Plan Check as needed	Actual Cost + 10%		Third Party Cost
5.f.1	School Tax - Residential	4.23	Per square foot	School Tax shall be paid to Desert Sands Unified School District prior to issuance of building permit IGC 66007, SB 327, & AB 2926]. Resolution 93-71. (DSUSD Fee study 5.17.18)

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$200.45	0%	\$200.00	\$54
\$50.11	0%	\$50.00	\$22
\$50.11	44%	\$28.00	\$14
\$50.11	58%	\$21.00	\$10
\$50.11	44%	\$28.00	\$14
\$50.11	44%	\$28.00	\$14
\$50.11	44%	\$28.00	\$14

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$400.89	0%	\$400.00	\$326
\$239.14	0%	\$239.00	\$16
\$212.83	0%	\$212.00	\$138
NA	NA	½ of the original permit fees paid or ¼ of permit fees paid if limited to final inspection only.	NA
\$189.03	21%	\$150.00	NA
4.7%	0%	4.7%	NA
\$355.23	0%	\$355.00	\$281
NA	NA	65% of the overall plan check fee	\$0
NA	NA	\$4.23	\$0

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
5.f.2	School Tax - Commercial	0.68	Per square foot	School Tax shall be paid to Desert Sands Unified School District prior to issuance of building permit IGC 66007, SB 327, & AB 2926]. Resolution 93-71. (DSUSD Fee study 5.17.18)
5.g.1	1981 Highway 111 storm drain benefit district fee - residential	970.05		IW Resolution 84-62
5.g.2	1982 Highway 111 storm drain benefit district fee - commercial	7,493.92		IW Resolution 84-62
5.h	Art in Public Places Fee (based on valuation) new residential	0.00		For Art in Public Places Fee
5.i	Art in Public Places Fee (based on valuation) Public Works project	0.01		For Art in Public Places Fee
5.j	Art in Public Places Fee (based on valuation) Commercial Project	0.01		
5.k.1	Transportation Uniform Mitigation Fees (TUMF) - Residential Single Family detached	2,358.00	Per dwelling unit	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$2,550 - eff. 1/1/2023)
5.k.2	Transportation Uniform Mitigation Fees (TUMF) - Residential Multi-family attached	1,358.00	Per dwelling unit	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$1,470 - eff. 1/1/2023)
5.k.3	Transportation Uniform Mitigation Fees (TUMF) - Residential Nursing/congregate care	505.00	Per dwelling unit	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$545 - eff. 1/1/2023)
5.k.4	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Retail	6,135.00	Per 1,000 sq. ft	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$6,640 - eff. 1/1/2023)
5.k.5	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Office	2,440.00	Per 1,000 sq. ft	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$2,640 - eff. 1/1/2023)
5.k.6	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Industrial	2,440.00	Per 1,000 sq. ft	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$1,340 - eff. 1/1/2023)
5.k.7	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Fuel-gas	8,790.00	Per dispensing unit	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$9,515 - eff. 1/1/2023)
5.k.8	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Fuel-electric	93.00	Per dispensing unit	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$100 - eff. 1/1/2023)
5.k.9	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Hotel	3,583.00	Per room	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$3,880 - eff. 1/1/2023)
5.k.10	Transportation Uniform Mitigation Fees (TUMF) - Non-Residential - Golf course	939.00	Per acre	CVAG Fee (IW Resolution 2018-39) **Fee will increase to \$1,015 - eff. 1/1/2023)
5.l.1	Quimby Fees	1,896.00	Per lot	
5.l.2	Quimby Fees (Single Family)	1,667.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.l.3	Quimby Fees (Multifamily)	858.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.m.1	Citywide Public Improvements Fee	2,489.00	Per EDU	See Ord. 373 & Resolution No. 96-26, replaced by Fees 5.m.2 through 5.m.6
5.m.2	Citywide Public Improvement Fee (Single Family)	656.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.m.3	Citywide Public Improvement Fee (Multifamily)	338.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.m.4	Citywide Public Improvement Fee (Commercial)	1,277.00	Per 1,000 sq. ft	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$0.68	\$0
NA	NA	\$970.05	\$0
NA	NA	\$7,493.92	\$0
NA	NA	\$0.00	\$0
NA	NA	\$0.01	\$0
NA	NA	\$0.01	\$0
NA	NA	\$2,550.00	\$192
NA	NA	\$1,470.00	\$112
NA	NA	\$545.00	\$40
NA	NA	\$6,640.00	\$505
NA	NA	\$2,640.00	\$200
NA	NA	\$1,340.00	-\$1,100
NA	NA	\$9,515.00	\$725
NA	NA	\$100.00	\$7
NA	NA	\$3,880.00	\$297
NA	NA	\$1,015.00	\$76
NA	NA	\$1,896.00	\$0
NA	NA	\$1,667.00	\$0
NA	NA	\$858.00	\$0
NA	NA	\$2,489.00	\$0
NA	NA	\$656.00	\$0
NA	NA	\$338.00	\$0
NA	NA	\$1,277.00	\$0

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
5.m.5	Citywide Public Improvement Fee (Office)	1,956.00	Per 1,000 sq. ft	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.m.6	Citywide Public Improvement Fee (Hotel)	335.00	Per Hotel Room	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.n	Highway III Circulation Improvement Fee	975.00	Per EDU	See Ord. 373 & Resolution No. 96-26, replaced by Fees 5.o.1 through 5.o.5
5.o.1	Transportation Facilities Fee (Single Family)	1,958.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.o.2	Transportation Facilities Fee (Multifamily)	1,312.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.o.3	Transportation Facilities Fee (Commercial)	2,963.00	Per 1,000 sq. ft	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.o.4	Transportation Facilities Fee (Office)	3,104.00	Per 1,000 sq. ft	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.o.5	Transportation Facilities Fee (Hotel)	1,129.00	Per Hotel Room	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.p.1	Parks Facilities Fee (Single Family)	478.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.p.2	Parks Facilities Fee (Multifamily)	246.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.p.3	Park Facilities Fee (Hotel)	482.00	Per Hotel Room	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.q.1	Recreation Facilities Fee (Single Family)	3,630.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.q.2	Recreation Facilities Fee (Multifamily)	1,869.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.q.3	Recreation Facilities Fee (Hotel)	3,666.00	Per Hotel Room	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.r.1	Storm Drain Facilities Fee (Single Family)	292.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.r.2	Storm Drain Facilities Fee (Multifamily)	111.00	Per EDU	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.r.3	Storm Drain Facilities Fee (Commercial)	55.00	Per 1,000 sq. ft	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.r.4	Storm Drain Facilities Fee (Office)	67.00	Per 1,000 sq. ft	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.r.5	Storm Drain Facilities Fee (Hotel)	61.00	Per Hotel Room	Eff. 8/1/2022 - Per 2022 DIF Nexus Study - Council Adoption 6/2/2022
5.s	Tract Housing - Repeat Plan Check Fee	249.00		Resolution No.99-8
5.t	Penalty Fees for Work Without Permits	3x permit fee		
5.u	8 1/2 x 11 copies	0.21		
5.v	Plan Sheet Copies*	14.09	Per sheet	
5.w	Appeal of Administrative Citation	\$186 Admin fee + \$85 hr hearing officer		Resolution No. 2010-03; 2 hour minimum
5.x	Marijuana permit fee*	25.84		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$1,956.00	\$0
NA	NA	\$335.00	\$0
NA	NA	\$975.00	\$0
NA	NA	\$1,958.00	\$0
NA	NA	\$1,312.00	\$0
NA	NA	\$2,963.00	\$0
NA	NA	\$3,104.00	\$0
NA	NA	\$1,129.00	\$0
NA	NA	\$478.00	\$0
NA	NA	\$246.00	\$0
NA	NA	\$482.00	\$0
NA	NA	\$3,630.00	\$0
NA	NA	\$1,869.00	\$0
NA	NA	\$3,666.00	\$0
NA	NA	\$292.00	\$0
NA	NA	\$111.00	\$0
NA	NA	\$55.00	\$0
NA	NA	\$67.00	\$0
NA	NA	\$61.00	\$0
NA	NA	\$249.00	\$0
NA	NA	3x permit fee	\$0
\$0.21	0%	\$0.21	\$0
\$38.70	2%	\$38.00	\$24
\$555.68	0%	\$555 Admin fee + \$85 hr hearing officer	\$369
\$24.77	3%	\$24.00	-\$2

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
<b>Fire Fees</b>				
<b>Water-Based Fire Protection Systems</b>				
6.a	Fire Sprinkler Commercial/Multi Family/Other-New System			
6.a.1	Plan Review (up to 50 heads)	161.62	Per hour	Resolution No. 2021-43; 2 Hours
6.a.2	Inspection (up to 50 heads)	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
6.b	Fire Sprinkler Commercial/Multi Family/Other-Altercation			
6.b.1	Plan Review (up to 25 heads)	80.81	Per hour	Resolution No. 2021-43; 1 Hour
6.b.2	Plan Review (up to 25 heads)	80.81	Per hour	Resolution No. 2021-43; 1 Hour
6.c	Fire Sprinkler, Per additional head – New or Altercation			
6.c.1	Plan Review	1.00	Per hour	Resolution No. 2021-43; 0.005 Hours
6.c.2	Inspection	1.00	Per hour	Resolution No. 2021-43; 0.005 Hours
6.d	Fire Sprinkler Single Family/Duplex – New System			
6.d.1	Plan Review	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
6.d.2	Inspection	80.81	Per hour	Resolution No. 2021-43; 1 Hour
6.e	Fire Sprinkler Single Family/Duplex – Alteration of Existing System			
6.e.1	Plan Review	80.81	Per hour	Resolution No. 2021-43; 1 Hour
6.e.2	Inspection	80.81	Per hour	Resolution No. 2021-43; 1 Hour
6.f	Standpipe			
6.f.1	Plan Review (per vertical standpipe)	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
6.f.2	Inspection (per vertical pipe)	161.62	Per hour	Resolution No. 2021-43; 2 Hours
6.g	Fire Pump			
6.g.1	Plan Review	161.62	Per hour	Resolution No. 2021-43; 2 Hours
6.g.2	Inspection	161.62	Per hour	Resolution No. 2021-43; 2 Hours
6.h	Fire Protection Underground System			
6.h.1	Plan Review (up to 25 devices)	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
6.h.2	Inspection (up to 25 devices)	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
6.i	Per Additional Sprinkler Riser or Hydrant			
6.i.1	Plan Review	80.81	Per hour	Resolution No. 2021-43; 1 Hour
6.i.2	Inspection	80.81	Per hour	Resolution No. 2021-43; 1 Hour
<b>Fire alarm Systems</b>				
7.a	Fire Alarm – New System			
7.a.1	Plan Review (up to 25 devices)	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
7.a.2	Inspection (up to 25 devices)	161.62	Per hour	Resolution No. 2021-43; 2 Hours
7.b	Fire Alarm – Altercation			
7.b.1	Plan Review (up to 5 devices)	80.81	Per hour	Resolution No. 2021-43; 1 Hour
7.b.2	Inspection (up to 5 devices)	80.81	Per hour	Resolution No. 2021-43; 1 Hour
7.c	Per Additional Device			
7.c.1	Plan Review – New or Altercation	1.00	Per hour	Resolution No. 2021-43; 0.010 Hours
7.c.2	Inspection – New or Altercation	1.00	Per hour	Resolution No. 2021-43; 0.010 Hours
<b>Alternative Automatic Extinguishing Systems</b>				
8.a	Dry, Wes, CO2, Halon, UL 300, Clean Agent, Spray Booth, Other			
8.a.1	Plan Review	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
8.a.2	Inspection	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
<b>Other Fire Construction Reviews and Inspections</b>				

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$161.62	\$0
NA	NA	\$121.22	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$1.00	\$0
NA	NA	\$1.00	\$0
NA	NA	\$121.22	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$121.22	\$0
NA	NA	\$121.22	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$121.22	\$0
NA	NA	\$161.62	\$0
NA	NA	\$161.62	\$0
NA	NA	\$161.62	\$0
NA	NA	\$121.22	\$0
NA	NA	\$121.22	\$0
NA	NA	\$121.22	\$0
NA	NA	\$121.22	\$0



**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
9.a	LPG, Cryogenics, Compressed Gas, Medical Gas, Battery Storage Systems, Industrial Oven, & Other Fire construction Permit			
9.a.1	Plan Review	161.62	Per hour	Resolution No. 2021-43; 2 Hours
9.a.2	Inspection	161.62	Per hour	Resolution No. 2021-43; 2 Hours
9.b	Emergency Responder Radio Coverage			
9.b.1	Plan Review & Coordination (2-hour minimum)	161.62	Per hour	Resolution No. 2021-43; 2 Hour minimum
9.b.2	Inspection & Coordination (4-hour minimum)	323.24	Per hour	Resolution No. 2021-43; 4 Hour minimum
9.c	Access/Gate			
9.c.1	Plan Review	80.81	Per hour	Resolution No. 2021-43; 1 Hour
9.c.2	Inspection	80.81	Per hour	Resolution No. 2021-43; 1 Hour
9.d	Alternative Materials & Methods of Construction (hourly, 2 hour minimum)	80.81	Per hour	Resolution No. 2021-43; 1 Hour
Tanks (Above Ground/Under Ground, Fuel Dispensing; LPG)				
10.a	Above Ground Tank or Underground Tank installation or removal and/or Pipe Installation or Removal (1 Tank)	242.43	Per hour	Resolution No. 2021-43; 3 Hours
10.b	Above Ground Tank or Underground Tank installation or removal (per add'l tank)	80.81	Per hour	Resolution No. 2021-43; 1 Hour
10.c	Under Ground Tank Installation, New System (1 tank)	646.48	Per hour	Resolution No. 2021-43; 8 Hours
10.d	Under Ground – Hazardous Materials Tank Pipe Installation or Removal (per add'l tank)	242.43	Per hour	Resolution No. 2021-43; 3 Hours
10.e	Under Ground – Hazardous Materials Tank Removal (1 Tank)	242.43	Per hour	Resolution No. 2021-43; 3 Hours
Building Fees				
11.a	Commercial/Industrial – New			
11.a.1	Plan Review	161.62	Per hour	Resolution No. 2021-43; 2 Hours
11.a.2	Inspection	161.62	Per hour	Resolution No. 2021-43; 2 Hours
11.b	Commercial/Industrial – Tenant Improvement			
11.b.1	Plan Review	101.01	Per hour	Resolution No. 2021-43; 1.25 Hours
11.b.2	Inspection	121.22	Per hour	Resolution No. 2021-43; 1.5 Hours
11.c	Commercial/Industrial (over 4 stories) – Tenant Improvement			
11.c.1	Plan Review	80.81	Per hour	Resolution No. 2021-43; 1 Hour
11.c.2	Inspection	80.81	Per hour	Resolution No. 2021-43; 1 Hour
11.d	Commercial/Industrial (over 4 stories) – Tenant Improvement			
11.d.1	Plan Review	161.62	Per hour	Resolution No. 2021-43; 2 Hours
11.d.2	Inspection	80.81	Per hour	Resolution No. 2021-43; 1 Hour
11.e	Multi-Family – New			
11.e.1	Plan Review	242.43	Per hour	Resolution No. 2021-43; 3 Hours
11.e.2	Inspection	242.43	Per hour	Resolution No. 2021-43; 3 Hours
11.f	Multi-Family -Tenant Improvement			
11.f.1	Plan Review	161.62	Per hour	Resolution No. 2021-43; 2 Hours
11.f.2	Inspection	161.62	Per hour	Resolution No. 2021-43; 2 Hours
Fire Code Verification				
12.a	Operation Permit Plan Review/Application Code Review and Pre-submittal Planning Related Reviews (hourly) – Minimum ½ hour, additional time billed at hourly rate	40.40	Per hour	Resolution No. 2021-43; 0.5 Hours

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$161.62	\$0
NA	NA	\$161.62	\$0
NA	NA	\$161.62	\$0
NA	NA	\$323.24	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$242.43	\$0
NA	NA	\$80.81	\$0
NA	NA	\$646.48	\$0
NA	NA	\$242.43	\$0
NA	NA	\$242.43	\$0
NA	NA	\$161.62	\$0
NA	NA	\$161.62	\$0
NA	NA	\$101.01	\$0
NA	NA	\$121.22	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$161.62	\$0
NA	NA	\$80.81	\$0
NA	NA	\$242.43	\$0
NA	NA	\$242.43	\$0
NA	NA	\$161.62	\$0
NA	NA	\$161.62	\$0
NA	NA	\$40.40	\$0

**II. Building**

#	Description	Current Fee/Charge	Unit	Notes
12.b	Operational Permit Inspection (hourly) – Minimum 2-hour review, additional time billed at hourly rate	80.81	Per hour	Resolution No. 2021-43; 1 Hour
12.c	Special Events or Temporary Use Events (hourly) – Minimum 2-hour, additional time billed at hourly rate	80.81	Per hour	Resolution No. 2021-43; 1 Hour
12.d	Inspection Outside of Normal Work Hours – Hourly Rate	80.81	Per hour	Resolution No. 2021-43; 1 Hour
Care Facilities				
13.a	Elderly Care Facility	80.81	One time at License Issuance	Resolution No. 2021-43
13.b	Rehab/Living Facility	80.81	One time at License Issuance	Resolution No. 2021-43
13.c	Detox Facility	80.81	One time at License Issuance	Resolution No. 2021-43
Other				
14.a	Fire Records and Research (add'l fees apply for copies of materials)	26.93	Per hour	Resolution No. 2021-43; 0.3 Hours
14.b	Plan Revision	80.81	Per hour	Resolution No. 2021-43; 1 Hour
14.c	Excess Plan Review	80.81	Per hour	Resolution No. 2021-43; 1 Hour
14.d	Missed Inspection/Excess Inspections	80.81	Per hour	Resolution No. 2021-43; 1 Hour
14.e	Expedited Review (subject to availability)	Varies		1.5 x Base Fee
14.f	Work Commenced without a Permit	Varies		2 x Base Fee
14.g	Special Requests for Fire Services	80.81	Per hour	Resolution No. 2021-43; 1 Hour Minimum
14.h	Miscellaneous Services	80.81	Per hour	Resolution No. 2021-43; 1 Hour Minimum
	Fire Permit Preparation	New		

\*Fees subject to Annual CPI Adjustment

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$0.00	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$26.93	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
NA	NA	Varies	\$0
NA	NA	Varies	\$1
NA	NA	\$80.81	\$0
NA	NA	\$80.81	\$0
\$77.39	1%	\$77.00	NA

## Building Valuation Table (All New Construction)

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
1	500	21.89	<b>19.17</b>	0.00	<b>0.00</b>	0
501	2,000	21.89	<b>19.17</b>	2.84	<b>2.49</b>	100
2,001	25,000	64.49	<b>56.50</b>	13.04	<b>11.42</b>	1,000
25,001	50,000	364.37	<b>319.24</b>	9.41	<b>8.24</b>	1,000
50,001	100,000	599.52	<b>525.27</b>	6.52	<b>5.71</b>	1,000
100,001	500,000	925.46	<b>810.84</b>	5.22	<b>4.57</b>	1,000
500,001	1,000,000	3,011.58	<b>2,638.60</b>	4.42	<b>3.88</b>	1,000
1,000,001	9,999,999,999	5,223.41	<b>4,576.49</b>	2.93	<b>2.57</b>	1,000

**III. Planning Department**

#	Description	Current Fee/Charge	Unit	Notes
<b>General Applications</b>				
1.a	General Plan Amendment + Third Party Cost*	6,890.73		
1.b	Specific Plan or Master Plan + Third Party Cost*	6,701.67		
1.c	Change of Zone or Pre-Annexation Zoning + Third Party Cost*	6,890.73		
1.d	Conditional Use Permit - New Use + Third Party Cost*	7,698.65		
1.e	Conditional Use Permit - Existing Single-Family Residential Lot + Third Party Cost*	3,491.16		
1.f	Conditional Use Permit - Modify Existing + Third Party Cost*	4,622.01		
1.g.1	Sign Program New use + Third Party Cost*	3,310.32		
1.g.2	Sign Program modify existing + Third Party Cost*	2,763.10		
1.h	Modification to Tract Map + Third Party Cost*	5,661.25		
1.j	Variance to Zoning Ordinance Regulations - Residential Zones + Third Party Cost*	2,262.86		
1.k	Variance to Zoning Ordinance Regulations - Commercial Zones + Third Party Cost*	5,354.76		
1.l	Annexation in addition to other fees, (i.e. LAFCO)+Third Party Cost*	159.70		
1.m	Request to Amend City Municipal Code + Third Party Cost*	7,901.80		
1.n	Standard Sign Permit*	314.71		Issued under our Staff Review
1.o	Zoning Confirmation Letter	No Charge		
1.p	Administrative Landscape Approval	No Charge		
1.q	Preliminary Design Review Architectural Plans	No Charge		
	Comparison Plan Check Review	New		
	Single Family Precise Site Plan Review	Time & Material		
	Pre application review fee (PAR)	New		

<b>Subdivision of Land</b>				
#	Description	Fee	Unit	Notes
2.a.1	Tentative Tract Map + Third Party Cost*	\$6,390.49	Each	
2.a.2	Vesting Tentative Tract Map + Third Party Cost*	\$6,640.61	Each	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$9,615.67	0%	\$9,615.00	\$2,724
\$9,296.43	0%	\$9,296.00	\$2,594
\$9,598.30	0%	\$9,598.00	\$2,707
\$10,691.65	0%	\$10,691.00	\$2,992
\$7,140.27	0%	\$7,140.00	\$3,649
\$8,357.23	0%	\$8,357.00	\$3,735
\$4,857.98	0%	\$4,857.00	\$1,547
\$4,028.08	0%	\$4,028.00	\$1,265
\$9,018.47	0%	\$9,018.00	\$3,357
\$6,000.72	0%	\$6,000.00	\$3,737
\$7,230.33	0%	\$7,230.00	\$1,875
\$473.03	0%	\$473.00	\$313
\$10,722.94	0%	\$10,722.00	\$2,820
\$396.39	0%	\$396.00	\$81
\$525.00	0%	\$525.00	NA
\$468.06	0%	\$468.00	NA
\$237.79	0%	\$237.00	NA
\$379.02	0%	\$379.00	NA
\$632.12	NA	\$632.00	NA
\$1,870.86	NA	\$1,870.00	NA

\$8,832.81	0%	\$8,832.00	\$2,442
\$9,172.12	0%	\$9,172.00	\$2,531

**III. Planning Department**

#	Description	Current Fee/Charge	Unit	Notes
2.a.3	Final Map [+ \$10/Lot + Plan Check Engineer Costs] + Third Party Cost*	\$2,704.39	Each	
2.b.1	Tentative Parcel Map + Third Party Cost*	\$5,296.05	Each	
2.b.2	Vesting Parcel Map + Third Party Cost*	\$5,808.04	Each	
2.b.3	Final Map [+ \$10/Lot + Plan Check Engineer Costs] + Third Party Cost*	\$2,704.39	Each	

Environmental Processing				
#	Description	Fee	Unit	Notes
3.a	Categorical Exemption + Third Party Cost*	449.75	Each	
3.b	Environmental Assessment Negative Declaration+ Third Party Cost	Cost + 20% Admin Charge	Each	
3.c	EIR Expanding Study, Mitigated Negative Declaration+ Third Party Cost	Cost + 20% Admin Charge	Each	
3.d.1	Coachella Valley Multiple Species Habitat Conservation Plan/ Natural - Local Development Mitigation Fee (LDMF) - Commercial/Industrial Community Conservation Plan Mitigation Fee Ordinance	6,215.00	Per acre	Fee Schedule as adopted and amended by the Coachella Valley Association of Governments from time to time as per Ordinance No. 651/ Resolution No. 2011-25. Community Conservation Plan Mitigation Fee Ordinance
3.d.2	Coachella Valley Multiple Species Habitat Conservation Plan/ Natural - Local Development Mitigation Fee (LDMF) Residential (0-8 units per acre)	1,400.00	Per unit	Fee Schedule as adopted and amended by the Coachella Valley Association of Governments from time to time as per Ordinance No. 651/ Resolution No. 2011-25. Community Conservation Plan Mitigation Fee Ordinance
3.d.3	Coachella Valley Multiple Species Habitat Conservation Plan/ Natural - Local Development Mitigation Fee (LDMF) Residential (8.1 - 14 units per acre)	583.00	Per unit	Fee Schedule as adopted and amended by the Coachella Valley Association of Governments from time to time as per Ordinance No. 651/ Resolution No. 2011-25. Community Conservation Plan Mitigation Fee Ordinance
3.d.4	Coachella Valley Multiple Species Habitat Conservation Plan/ Natural - Local Development Mitigation Fee (LDMF) Residential (14+ units per acre)	259.00	Per unit	Fee Schedule as adopted and amended by the Coachella Valley Association of Governments from time to time as per Ordinance No. 651/ Resolution No. 2011-25. Community Conservation Plan Mitigation Fee Ordinance

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$3,738.00	0%	\$3,738.00	\$1,034
\$7,276.54	0%	\$7,276.00	\$1,980
\$8,000.55	0%	\$8,000.00	\$2,192
\$3,633.39	0%	\$3,633.00	\$929

\$645.95	0%	\$645.00	\$195
NA	NA	Cost + 20% Admin Charge	\$0
NA	NA	Cost + 20% Admin Charge	\$0
NA	NA	\$6,725.00	\$0
NA	NA	\$1,515.00	\$0
NA	NA	\$630.00	\$0
NA	NA	\$280.00	\$0

**III. Planning Department**

#	Description	Current Fee/Charge	Unit	Notes
<b>Miscellaneous</b>				
4.a	Appeals with Public Hearing + Third Party Cost*	1,818.98	Each	
4.b	Appeals without Public Hearing + Third Party Cost*	1,058.04	Each	
5.a	Time Extensions To Any Approvals + Third Party Cost*	2,246.42	Each	
6.a	Blueprints, Maps, etc. [Printing Cost + \$2.00]*	31.71	Each	
	Scanning Fee	New	Per Page	
6.b	Preliminary Development Plan Review + Third Party Cost*	1,996.29	Each	
6.c	Temporary Use Permit/Special Events (Public Hearing)+ Third Party Cost*	2,305.13	Each	
6.d	Temporary Use Permit [No Public Hearings] + Third Party Cost*	629.42	Each	
6.e	Zoning Review/Confirmation/Flood Zone Review + Third Party Cost*	314.71	Each	
6.k	Abatement of Illegal Signs	25.00	Each	
6.m.1	Use determination - public hearing (total)+Third Party cost*	1,355.13	Each	
6.m.2	Use determination - no public hearing +Third Party cost*	944.13	Each	
6.n.1	Administrative Relief-Public Hearing (total)+Third Party cost*	1,627.57	Each	
6.n.2	Administrative Relief-No Public Hearing +Third Party cost*	927.69	Each	
6.p.1	Application for Initial TDM Plan Review Fee	Cost + 20% Admin Charge		Transportation Demand Management (TDM)
6.p.2	Application for Annual Compliance Report Review Fee TDM	Cost + 20% Admin Charge		
6.p.3	Late Submittal Fee - TDM*	807.91	Each	
6.p.4	Appeal Fee - TDM + Third Party Cost*	891.29	Each	
6.q.1.a	DRC Review of Design Packages + Third Party Cost -SFR*	753.89	Each	
6.q.1.b	DRC Review of Design Packages + Third Party Cost -Tract*	2,140.73		
6.q.1.c	DRC Review of Design Packages + Third Party Cost -Comm*	3,080.16		
6.q.2	Staff Review of Design Packages + Third Party Cost *	463.84	Each	
	Additional/Minor Plan Review	New		
6.q.3	Professional Design Review of Landscape Plans+ Third Party Cost	Cost + 20% Admin Charge		
6.r.1.a	Application for SOB Establishment - Application Processing Fee	578.00	Each	Under Title 5 - Business License & Regulations

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$3,039.22	0%	\$3,039.00	\$1,220
\$1,450.03	0%	\$1,450.00	\$392
\$3,031.60	0%	\$3,031.00	\$785
\$69.07	0%	\$69.00	\$37
\$0.21	0%	\$0.21	NA
\$2,657.54	0%	\$2,657.00	\$661
\$3,356.42	0%	\$3,356.00	\$1,051
\$775.41	0%	\$775.00	\$146
\$396.39	0%	\$396.00	\$81
NA	NA	\$25.00	\$0
\$2,722.00	0%	\$2,722.00	\$1,367
\$1,452.03	0%	\$1,452.00	\$508
\$2,110.13	0%	\$2,110.00	\$482
\$1,404.11	0%	\$1,404.00	\$476
NA	NA	Cost + 20% Admin Charge	\$0
NA	NA	Cost + 20% Admin Charge	\$0
\$1,076.01	0%	\$1,076.00	\$268
\$1,195.05	0%	\$1,195.00	\$304
\$1,237.95	0%	\$1,237.00	\$483
\$2,405.28	0%	\$2,405.00	\$264
\$3,465.88	0%	\$3,465.00	\$385
\$649.19	0%	\$649.00	\$185
\$277.50	0%	\$277.00	NA
NA	NA	Cost + 20% Admin Charge	\$0
\$1,198.02	0%	\$1,198.00	\$620

**III. Planning Department**

#	Description	Current Fee/Charge	Unit	Notes
6.r.1.b	Application for SOB Establishment - Annual Permit Fee	578.00	Each	Under Title 5 - Business License & Regulations
6.r.2.a	Application for SOB Employee - Application Processing Fee	578.00	Each	Under Title 5 - Business License & Regulations
6.r.2.b	Application for SOB Employee - Annual Permit Fee	589.00	Each	Under Title 5 - Business License & Regulations
6.r.3.a	Application for Placement of Newsracks - Processing Fee*	712.79	Each	
6.r.3.b	Application for Placement of Newsracks - Annual Permit Fee*	18.79	Each	
6.s	Film Permits - Application Processing Fee*	45.80	Each	
6.t.1	Antennas - Residential*	546.04	Each	
6.t.2	Antennas - Administrative Review for Telecommunication Overlay Zone + Third Party Cost*	974.66	Each	
6.t.3	Antennas - Co-located Facilities + Third Party Cost*	4,976.64	Each	
6.t.4	Antennas - Full Conditional use Permit Review + Third Party Cost*	5,869.10	Each	
6.u	Fireworks Permit*	95.12	Each	
6.v	Mobile Food Facility Permit*	231.34	Each	
6.w	Mobile Food Facility Site Permit*	231.34	Each	
6.x	Misc. Third Party Cost	Cost + 20% Admin Charge		All applications or pre-application inquiries that, in the City's discretion, require city attorney or other third-party consultant review and input, require the applicant to pay the City's Third Party Cost. This includes, but is not limited to, in addition to the above, legal, legal review or preparation by the city attorney and others of documents required by conditions of approval for land-use applications and approvals (e.g. CC&Rs, LLMD formation and agreements, assessment-district formations and agreements, CFD-formations and agreements, reciprocal-access or parking agreements, easement agreements, owner-participation agreements, etc.)
	Technology Fee	New	% of Business License and Building Permit/Planning/PW Applications	
	Mills Act	New		Total Fee: Full Cost + Categorical Exemption
	Cultural-Historic Resource Designation	New		Total Fee: Full Cost + Categorical Exemption

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1,198.02	0%	\$1,198.00	\$620
\$1,198.02	0%	\$1,198.00	\$620
\$1,198.02	0%	\$1,198.00	\$609
\$963.80	0%	\$963.00	\$250
\$203.04	0%	\$203.00	\$184
\$168.29	0%	\$168.00	\$122
\$726.01	0%	\$726.00	\$180
\$1,279.01	0%	\$1,279.00	\$304
\$7,460.20	0%	\$7,460.00	\$2,483
\$8,287.73	0%	\$8,287.00	\$2,418
\$344.27	0%	\$344.00	\$249
\$294.87	0%	\$294.00	\$63
\$294.87	0%	\$294.00	\$63
NA	NA	Cost + 20% Admin Charge	\$0
4.7%	0%	4.7%	NA
\$4,253.63	0%	\$4,253.00	NA
\$3,464.84	0%	\$3,464.00	NA

**III. Planning Department**

#	Description	Current Fee/Charge	Unit	Notes
	Lot Sealing Abatement	Actual Cost		Abatement Costs means all costs, fees and expenses incidental or otherwise, including attorney's fees, incurred by the City
	Palm Trees Abatement	Actual Cost		Abatement Costs means all costs, fees and expenses incidental or otherwise, including attorney's fees, incurred by the City
	Fireworks Inspection Fee	161.62		per Resolution No. 2021-43

\*Fees subject to Annual CPI Adjustment

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
NA	NA	\$161.62	\$0



IV. Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
<b>Engineering</b>				
1.a	Certificate/Conditional Certificate of Compliance	Time & Material		Deposit shall be based upon 2-hour minimum Asst. Eng. hourly rate.
1.b	Certificate of Correction	Time & Material		Deposit shall be based upon 2-hour minimum Asst. Eng. hourly rate.
1.c	Lot Line Adjustment*	1,130.84	flat fee	Includes two lots plus additional per lot
1.d	Certificate of Parcel Merger*	753.89	per application	Plus Third Party Cost
1.e.1	Single Family Precise Grading Plan Review*	944.13	per plan set	Excludes Title Sheet
1.e.2	Single Family Precise Site Plan Review	Time & Material		Deposit shall be based upon 2-hour minimum Asst. Eng. II hourly rate.
1.f	Single Family Precise Grading Plan Revision Review*	190.24	per revision	
1.g	Grading Permit*	123.30		
1.h	Fugitive Dust Application and Plan*	123.30		
1.i	Comm'l/Tract Improvement Plan Review (Street/Storm Drain/Grading)*	1,132.02	per sheet	Plan Requirements: 24" X 36", Maximum scale of 1" = 40'
1.j	Comm'l/Tract Improvement Inspection (Street/Storm Drain/Grading)	3% of ECC		
1.k	Comm'l/Tract Improvement Plan Revision Review (Street/Storm Drain/Grading)*	338.20	per sheet	Plus third party cost if required
1.o.1	Final Parcel Map Review	1,560.00	+ \$260 per parcel	Plan Requirements: 18" X 24" , or 24" X 36", Max scale of 1" = 40'
1.o.2	Final Tract Map Review	1,500.00	+ \$20.80 per lot	Plan Requirements: 18" X 24" , or 24" X 36", Max scale of 1" = 40'
1.o.3	Fourth Map Check Submittal	Time & Material		The fee includes 3 plan checks. Beyond the third plan check the City will charge on the basis of time and material deposit based upon 2-hour minimum Asst. Eng. hourly rate plus third party cost if required.
1.p	Review of record (as-built) plans*	123.30	Per sheet	
1.q	Street Name Change*	1,507.79		Plus Third Party Cost
1.r	New Address Assignment*	686.96		
1.s	Address Revision*	686.96		
	Technology Fee	New	% of Business License and Building Permit/Planning/PW Applications	

<b>Development Processing and Special Studies</b>				
#	Description	Fee	Unit	Notes
2.a.1	Drainage concept review prior to Tentative Map, Plot Plan, etc. approval - 1-150 Acres	Time & Material		Time and Material Deposit based upon third party costs.
2.a.2	Drainage concept review prior to Tentative Map, Plot Plan, etc. approval - Over 150 Acres	Time & Material		Time and Material Deposit based upon third party costs.
2.b	Traffic study review prior to Tentative Map, Plot Plan, etc	Time & Material		Time and Material Deposit based upon third party costs.
2.c	Water Quality Management Plans (WQMP)	Time & Material		
2.d	Storm Water Pollution Prevention Plans (SWPPP) Inspection*	355.81		By staff (Building or Public Works Departments)
2.e	Time & Material-(City Actual Costs) which are partly established by agreement with the City Attorney and other Attorney's. The applicant is required to pay to the City and, for this purpose, to deposit with the City a fee as estimated by the City in advance of commencement of work, a fee to cover all fees and costs incurred by the City for City Attorney time and costs (and that of other attorneys and consultants) for document review and/or preparation. Replenishment of said deposit on demand of the City.	Time & Material		Fee covering reimbursement to City for legal review and/or preparation by City Attorney and others of documents required by conditions of approval for land use applications and approvals (e.9. CC&R's, LLMD formation and agreements, Assessment District formations and agreements, CFD formation and agreements, Reciprocal Access and/or Parking agreements, Easements agreements, Owner Participation agreements and the like.

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	Time & Material		\$0
NA	NA	Time & Material		\$0
\$1,701.03	0%	\$1,701.00	+ \$851 per lot	\$570
\$1,131.03	0%	\$1,131.00	per application	\$377
NA	NA	\$944.13	per plan set	\$0
\$869.91	0%	\$869.00		\$0
\$728.51	0%	\$728.00	per revision	\$538
\$927.72	0%	\$927.00		\$804
\$422.49	0%	\$422.00		\$299
\$2,985.65	0%	\$2,985.00	per sheet	\$1,853
3%	0%	3% of ECC		\$0
\$547.00	0%	\$546.00	per sheet	\$208
\$4,275.98	0%	\$4,275.00	+ \$260 per parcel	\$2,715
\$4,045.98	0%	\$4,045.00	+ \$20.80 per lot	\$2,545
NA	NA	Time & Material		\$0
\$883.15	0%	\$883.00	Per sheet	\$760
\$1,509.86	0%	\$1,509.00		\$1
\$1,509.86	0%	\$1,509.00		\$822
\$1,509.86	0%	\$1,509.00		\$822
4.7%	0%	4.7%	% of Business License and Building Permit/Planning/PW Applications	NA

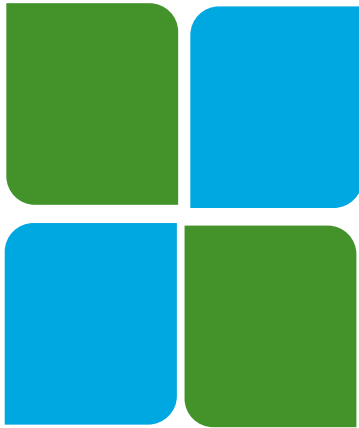
\$2,783.82	0%	\$2,783.00	flat	\$0
\$4,067.64	0%	\$4,067.00	flat	\$0
NA	NA	Time & Material		\$0
\$3,783.82	0%	\$3,783.00	flat	\$0
\$788.23	0%	\$788.00		\$432
NA	NA	Time & Material		\$0

IV. Public Works Department

#	Description	Current Fee/Charge	Unit	Notes
<b>Street Permit Fees</b>				
3.a	Oversize (Wide) Load Permit - Single Trip	16.00		All Combinations, Single Trip" Fee of \$16 set by State of California. "Permit requirements per California Vehicle Code".
3.b	Encroachment Permits (All Work)	285.00		All Encroachment Permit types combined. Amount based upon two (2) hours of inspection at \$130 per hour third party cost. Amount may be increased as determined by the Public Works Director.
	Blanket Encroachment Permits	New	per occurrence	
3.c	Encroachment and Indemnification Agreements*	250.12		Between the City and applicants electing to install non-standard materials within the public right of way (typically paver driveway approaches)

\*Fees subject to Annual CPI Adjustment

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
NA	NA	\$16.00		\$0
\$798.50	0%	\$798.00		\$513
\$840.82	0%	\$840.00		NA
\$487.94	0%	\$487.00		\$237



27368 Via Industria, Suite 200  
Temecula, California 92590-4856  
800.755.6864 | Fax: 888.326.6864  
951.587.3500 | Fax: 951.587.3510  
[www.willdan.com](http://www.willdan.com)