



**CITY OF ELK GROVE
CITY COUNCIL STAFF REPORT**

AGENDA TITLE: Adopt a resolution to establish Development Services' processing fees and deposits for Building, Public Works, and Planning services

MEETING DATE: June 8, 2011

PREPARED BY: Marsha Ley, Finance Analyst

DEPARTMENT HEAD: Becky Craig, Assistant City Manager

RECOMMENDED ACTION:

Staff recommends the City Council consider adoption of a resolution to establish Development Services' processing fees and deposits for Building, Public Works, and Planning services.

BACKGROUND:

The City provides discretionary services to development applicants in the Planning, Public Works and Building Departments. The Council approved an Application Fee and Deposit Schedule and established a Deposit Replenishment Policy and an Overhead Rate Policy for Private Development Projects in July 2009. The City currently collects initial deposits for Public Works and Planning services processing, incurs the contractors' expenses and, in turn, invoices and collects fees. In some cases, there is a sixty-day lag between when the services are provided and when bills are sent to the project applicants. This delay (1) may preclude full cost recovery for the City and (2) causes uncertainty for project applicants as to the costs for having their projects processed.

Building permit and inspection fees are collected at issuance. The fees charged by the Building Department have been unchanged since incorporation.

At the direction of the City Council and in accordance with the Development Services System Assessment Report (aka Sinclair Report), City staff has been working toward the creation of a “fixed fee” program for development services fee. The fees would ultimately ensure the developer paid the full cost for the services required, rather than creating a burden on the General Fund (“full cost recovery”). This staff report is the culmination of those efforts based on information available to date. Since this is the City’s first fee study, staff considers this fee schedule a work in progress and will continue managing service delivery, gathering data and will meet with the IWG from time to time to gather input and recommend changes to the fee schedule when appropriate. At a minimum, staff anticipates review of the fees set by the proposed action in the next 12-18 months as new data points are acquired.

DISCUSSION:

- I. Legal Requirements for the Fee Program**
 - a. Mitigation Fee Act (Government Code Section 66000 et seq.)**

The Development Services fee program being considered tonight falls within the requirements of the Mitigation Fee Act, Government Code section 66000 et seq., frequently referred to as AB 1600. Government Code Section 66001 allows development impact fees to be imposed only where the City can show:

1. The purpose of the fee.
2. The use to which the fee revenue will be put.
3. The reasonable relationship to the fee, the public facilities funded by the fee, and the development project the fee will be imposed on (the so-called “nexus”).

In addition Government Code section 66005 requires any fee imposed not exceed the reasonable cost of providing the facilities, service or amenities (the so-called “rough proportionality”).

Taken together, sections 66001 and 66005 create the “nexus study” used to support the creation and amount of any fee. The specific steps taken to create the nexus study for these proposed fees is set forth below.

Before a fee can be adopted, AB 1600 requires that the City hold at least one public hearing. The notice of that public hearing must disclose the nature of the fees being considered, as well as the maximum amount of the fee. On XX, the City published a Notice of Public Hearing. In addition, the nexus study was available at least 10 days prior to the June 8, 2011, hearing date, as mandated by the Mitigation Fee Act.

b. Proposition 26

On November 2, 2010, California voters approved Proposition 26. Proposition 26 added new definitions to the California Constitution so that “regulatory fees” are now considered to be special taxes subject to the approval of the voters. A specific exception is recognized for development impact fees. The fees covered by this report are thus outside the scope of Proposition 26.

c. California Environmental Quality Act

The California Environmental Quality Act (CEQA), *California Public Resources Code section 21000 et seq.*, and the CEQA Guidelines, *California Code of Regulations, Title 14, section 15000 et seq.*, (CEQA Guidelines”) requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” CEQA Guidelines Section 15061 (b)(3) describes the General Rule that CEQA only applies to projects which “have the potential for causing a significant effect on the environment; where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.”

Each of these components, individually and cumulatively, does not result in the possibility of creating significant or cumulative effects on the environment. Future development under the proposed regulations would

be subject to CEQA at that time, as those actions would be classified as “projects” under CEQA. Therefore, these changes are not subject to CEQA under the General Rule and no further environmental review is necessary.

II. FEE STUDY PROCESS:

The City solicited consultants in February 2010 to prepare a fee study for Development Services Project Processing and Permit Fees. Willdan Financial Services (hereinafter referred to as “Willdan”) was selected to perform the task.

Willdan’s project leader, Katie Wilson, initially met with key City and contract staff and the Industry Working Group (hereinafter referred to as the “IWG”) in April 2010. This meeting provided a chance for an in-depth question and answer session to discuss the process and the action plan, identify policy issues, and help Willdan gain an understanding of the City’s goals and cost recovery objective for these fees. The group provided Ms. Wilson with a list of surrounding jurisdictions they wanted to include in the fee comparison. Ms. Wilson explained how fee comparisons are rarely readily comparable from agency to agency due to operational differences. For example, a grading permit in one jurisdiction may include plan check services, while the same permit in another jurisdiction may not, resulting in similar sounding services with widely varying costs. This has proven true for many of Elk Grove’s development processing services.

Willdan conducted a site visit in early May 2010 to meet with City and contract staff from Public Works, Planning, and Building to determine the average time required to process applications, conduct plan reviews, and/or provide inspection services. The objective of the time survey interviews was to capture all tasks by position. The staff referred to Fiscal Year 2006-07 projects, because this period best reflected normal annual development activities. The process of gathering and analyzing the processing services data took several months. This time and motion study with an analysis of hours spent to perform these services then served as the basis in preparing a full cost recovery structure.

Appendix A in the attached Comprehensive User Fee Study outlines the hourly rate and the percentage each staff member works on a process to calculate and determine the fully-burdened hourly rate (FBHR). This data

then served as a starting point for management to determine where the City should target more efficient time expectations per service type. Appendix B provides the results of the time and motion study, and the resulting full cost recovery amounts.

The concept of a FBHR for the Development Services Fee Study attempts to capture all direct and indirect costs associated with processing services. Without this cost recovery mechanism, services would be offset by the General Fund.

When reviewing the draft fees internally and with the IWG, a few talking points were identified, including:

1. Basis for Building fee calculations;
2. Combined Entitlement discount for Planning applications;
3. Estimated staff time per average application; and
4. Flat Fee model versus Deposit with Time and Materials (DTM) Billing.

Building Department

The Building Department's permit fees have neither been nor are being recommended for balance billing. Instead, staff is proposing a new model for how fees are calculated. The fees are currently factored on the project's valuation. Several court cases in southern California have successfully challenged this approach, claiming the valuation results in significant overpayment for services. Consequently, staff recommends that fees be calculated on a square footage basis. The resulting fees will thus include efficiency factors to acknowledge that review and inspection times are not directly proportional to facility size.

The City recognizes that residential permit fees will increase while commercial permit costs will decrease when compared to the current building fee model. The fees have not been studied since adopting the County's fee schedule at incorporation, and the existing schedule is not supported with analysis. We have attached a Comparable Jurisdictions' Building Fee Analysis (Attachment 2).

Further, staff identifies that full-cost recovery for various homeowner residential building improvement permits (electrical, plumbing, etc.) may

prove counter-productive and result in work being performed without permit and/or inspection. Therefore, the proposal recommends the City offset with General fund monies certain permittable actions to prevent “permit avoidance,” whereby permits are not obtained because of cost.

Planning Department

Many of the Planning services fees (including PW-Engineering support) are proposed to be flat amounts at the expected full cost recovery rate; however, exceptions to this method are proposed where the universe of activity varies to such a degree that the expected rate does not represent many applications. Therefore, the schedule is a hybrid fee model that includes two additional revenue collection methods, continuing the Deposit with Time and Materials (D/T&M) balance billing and a task order process.

Staff proposes that complex services – appeals, improvement plan review and inspection, design/site plan review, tentative map, conditional use permits, variances, development agreements and specific plans – continue with D/T&M, and further suggests that the deposit amount be established at 80% of the average full cost recovery calculation. This proposed deposit acknowledges applications that are less-involved than the average and reduces the frequency needed to provide a deposit replenishment. Costs associated with environmental review services pursuant to the California Environmental Quality Act (CEQA) and other specific entitlements, such as General Plan Amendments, and amendments to previously approved entitlements are highly dependent on the nature and scope of the individual projects. For these services, staff propose requiring an initial deposit for consultation to establish a specific scope and cost through task order. The task order then establishes the application’s flat fee for collection, certainty and accountability. If any changes in the project occur, such as project scope or unanticipated environmental conditions, for example, a revised task order will be issued.

In an effort to realize efficiencies that occur when certain multiple entitlements are sought concurrently, Planning staff created a Combined Entitlement mechanism. Currently, when an applicant seeks multiple entitlements, the application fee is calculated by adding the cost of each individual entitlement. With the proposed Combined Entitlement mechanism, the most complex entitlement would be charged its full fee/deposit and a fee/deposit reduction would be calculated for each

additional entitlement in the application (Attachment 3). This mechanism takes into account the fact that some tasks captured for each entitlement will only be performed once in a combined entitlement scenario. For example, when a subdivision map is combined with a design review, site review, zoning, and environmental review need only be conducted once.

Based on previous Council action aimed at assisting development in Old Town Elk Grove, the fee schedule for Design Review applications in Old Town is proposed at approximately 50% of the full cost recovery amount. Staff notes, however, that even at this proposed fee, the increase from existing fees is significant and may contradict Council's position on development in Old Town.

Further, staff also identifies that full-cost recovery for other planning services may contradict Council's community service and economic development positions. Therefore, the proposal recommends the City offset both the Temporary Use Permits (TUPs) for tax-exempt organizations and Tentative Parcel/Subdivision Map Extensions to ensure projects are entitled when economic conditions permit.

Public Works Department

Fees for Public Works led applications (i.e. civil improvement plans, final maps, encroachment permits, transportation permits, etc.) are included in the study for Council adoption. The majority of the proposed Public Works fees will be collected at application submittal with the exception of trench cut fees and engineering fees which will be collected as follows:

- Trench cut fees will be due prior to improvement plan acceptance or issuance of an encroachment permit, as applicable.
- Engineering fees will be paid in two installments instead of the current D/T&M method. At the initial submittal of improvement plans, 50% will be due based on the engineer's cost estimate. The balance will be collected prior to improvement plan acceptance by the City and will be based on the contract bid price.

We have attached a Comparable Jurisdictions' Public Works Fee Analysis (Attachment 4).

Process Conclusion

The City and the Industry Working Group (IWG) have met regularly to discuss the fee study as it progressed and staff encouraged feedback. IWG has critiqued and suggested multiple improvements during this fee study analysis. A remaining concern is that more of the complex services are not proposed for flat fees. Due to the available historic variables with which to project fees, staff is not confident that data support a representative amenable fee for each identified service. The primary concern is establishing a flat rate where smaller, simpler projects could subsidize larger projects. Upon implementation of the unified fee structure, staff will be cognizant of issues that could arise and will be ready to return these to council for resolution.

The adoption of the proposed hybrid fee schedule will:

- Provide cost certainty to the City's Development Services customers for many services either per fee schedule or task order;
- Insure that fees reflect actual costs;
- Decrease processing time;
- Improve scheduling certainty;
- Improve accuracy and consistency;
- Reduce continued account balance billing;
- Tie staffing levels to workload; and
- Improve staff performance & accountability.

FISCAL IMPACT:

The Development Services' proposed fee schedule attempts to recover the full processing costs for all discretionary services. The fees for processing many applications and permits will reflect the City's actual costs. The remaining applications will provide for reasonable deposits with limited balance billing. Certain residential and Old Town permit review and inspection services, as wells as map extensions and TUPs, will be offset by the General Fund to promote compliance and economic development.

ATTACHMENTS:

1. Resolution for Development Services' Processing Fees & Deposits
 - a. Proposed Fee and Deposit Schedule
2. Comparable Jurisdictions' Building Fee Analysis
3. Combined Entitlements Schedule
4. Comparable Jurisdictions' Public Works Fee Analysis
5. User Fee Study

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE
ESTABLISHING PROCESSING FEES AND DEPOSITS FOR PLANNING, BUILDING
AND PUBLIC WORKS SERVICES, AND AUTHORIZING CITY MANAGER TO
REDUCE PROCESSING FEES AND DEPOSITS WHEN WARRANTED**

WHEREAS, the City provides discretionary services to development applicants through agreements, and although this method allows for full-cost recovery, it does not address the minimum sixty-day delayed accounting practice or provide cost certainty to the City's Development Services customers; and

WHEREAS, the City Council has, with the adoption of Ordinance Nos. 11-2011 and 12-2011 and various existing Elk Grove Municipal Code sections (the "Ordinances"), established a process whereby fees for services can be set by resolution; and

WHEREAS, the City desires, where possible and feasible, to create a "flat fee" system of fees to provide certainty to applicants using the Planning, Building and Public Works departments' services; and

WHEREAS, the Ordinances: (1) created the authority for imposing the Development Services User Fees to provide funding for specified services and (2) enabled the City Council by resolution to set forth the specific amount of the fees; and

WHEREAS, the Nexus Study (i) establishes the costs of development services, and (ii) represents a reasonable basis to establish the fee by identifying the relationship services and the cost; and

WHEREAS, the California Environmental Quality Act (CEQA), *California Public Resources Code section 21000 et seq.*, and the CEQA Guidelines, *California Code of Regulations, Title 14, section 15000 et seq.*, (CEQA Guidelines") require analysis of the environmental consequences that may flow from the approval of discretionary "projects"; and

WHEREAS, the adoption of development services fees does not result in the possibility of creating significant or cumulative effects on the environment.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Elk Grove hereby approves as follows:

1. **CEQA Compliance:** The City Council of the City of Elk Grove hereby finds that the proposed development services fee program is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15061(b)(3).

2. **Incorporation of the Nexus Study:** This Resolution adopts the Comprehensive User Fee Nexus Study. The Nexus Study, along with the studies and reports it may reference or be based upon in whole or in part, establish the cost of processing user applications and presents a reasonable basis on which to establish the fees under this Resolution. The Nexus Study establishes the reasonable relationship between the services and the costs.
3. **Development Services Processing Fee Schedule:** The City Council of the City of Elk Grove hereby adopts the fee schedule, attached as Exhibit A, for establishing processing fees and deposits for Planning, Building and Public Works services.
4. **Notice of Exemption:** The City Council of the City of Elk Grove hereby directs the Planning Director to file a Notice of Exemption with the Sacramento County Clerk Recorder's Office.
5. **Construction of Resolution:** The provisions of this Resolution are subject and subordinate to the provisions of the Ordinances and shall at all times be constructed and applied consistent therewith as the same presently exist or may from time to time hereafter be amended.
6. **Effective Date:** This Resolution shall be effective 60 days after its adoption.
7. **Severability:** If any section, phrase, sentence, or other portion of this Resolution for any reason is held or found to be invalid, void, unenforceable, or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution.

If any fee established by this Resolution for any reason is held or found to be invalid, void, unenforceable, or unconstitutional by a court of competent jurisdiction, such fee shall be deemed a separate, distinct and independent fee, and such holding shall not affect the validity of the remaining fees established by this Resolution.

If any fee established by this Resolution is held or found to be invalid, void, unenforceable or unconstitutional by a court of competent jurisdiction based upon an insufficient nexus to a specific public facility for which the revenue generated from such fee may be expended pursuant to this Resolution, said fee as it relates to such specific public facility shall be deemed a separate, distinct and independent fee, and such holding shall not affect the validity of the fee as it relates to other public facilities.

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 8th day of June 2011.

STEVEN M. DETRICK, MAYOR of the
CITY OF ELK GROVE

ATTEST:

APPROVED AS TO FORM:

JASON LINDGREN, CITY CLERK

SUSAN COCHRAN, CITY ATTORNEY

EXHIBIT A

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Service Application		Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees
Service Title	Category	Service Detail	(Sum of staff service times)	(Each Staff Time x Each Staff EBHR)			
Pre-Submittal Plan Review Meeting		Residential Single Family Dwelling (SFD)	7.00	1,169		0.12	No Charge
Design Review		Residential Multi-Family (MFR)/Apt	23.00	3,300		0.33	No Charge
Applicant Meetings		Commercial - Minor > 1,000	14.10	2,344		0.23	No Charge
Submittal Requirements		Commercial - Major < 1,000	22.00	3,587		0.36	No Charge
		Commercial TI	9.50	1,585		0.16	No Charge
Building Permits, Plans & Applications Submittal, Review & Inspections		Theatres, auditoriums, churches	42.50	6,804		0.68	\$6,804
	Category I	1,000 square feet hours include CAL-Green					
	Category II	Dining and drinking establishments & similar use	44.00	6,955		0.70	\$6,955
Electrical		Theatres, auditoriums, churches	83.25	13,705		1.37	\$13,705
Mechanical		5,000 square feet hours include CAL-Green					
Plumbing		Dining and drinking establishments & similar use	61.75	10,076		1.01	\$10,076
CAL-Green Permits		Theatres, auditoriums, churches	103.75	17,257		1.73	\$17,257
	Category I	Dining and drinking establishments & similar use	82.75	13,942		1.39	\$13,942
Fee Table costs are for Construction Types II-B, III-B, IV & V-B		Theatres, auditoriums, churches	132.50	22,532		2.25	\$22,532
	Category I	Dining and drinking establishments & similar use	117.50	20,118		2.01	\$20,118
For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistant Construction) add 10%		Theatres, auditoriums, churches	171.50	28,934		2.89	\$28,934
	Category I	Dining and drinking establishments & similar use	171.00	29,627		2.96	\$29,627
	Category II	Theatres, auditoriums, churches	294.00	49,873		4.99	\$49,873
	Category II	Dining and drinking establishments & similar use	307.00	52,325		5.23	\$52,325
Business Buildings (1,000 square feet)		Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	41.00	6,680		0.67	\$6,680
	Category I	General office & similar - shell only	38.50	6,165		0.62	\$6,165
Business Buildings (5,000 square feet)		Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	62.75	10,494		1.05	\$10,494
	Category I	General office & similar - shell only	60.75	10,232		1.02	\$10,232
Business Buildings (10,000 square feet)		Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	85.75	14,532		1.45	\$14,532
	Category I	General office & similar - shell only	78.75	13,501		1.35	\$13,501
Business Buildings (20,000 square feet)		Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	117.00	19,998		2.00	\$19,998
	Category I	General office & similar - shell only	112.50	19,273		1.93	\$19,273
Business Buildings (50,000 square feet)		Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	159.00	27,432		2.74	\$27,432
	Category I	General office & similar - shell only	143.50	24,505		2.45	\$24,505
Business Buildings (100,000 square feet)		Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	245.00	42,170		4.22	\$42,170
	Category I	General office & similar - shell only	239.00	41,390		4.14	\$41,390

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Service Application		Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees	
Service Title	Service Detail	(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)					
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Educational Buildings (1,000 square feet)	38.50	6,117			0.61	\$6,117	
	Educational Buildings (5,000 square feet)	55.25	9,143			0.91	\$9,143	
	Educational Buildings (10,000 square feet)	63.25	10,415			1.04	\$10,415	
	Educational Buildings (20,000 square feet)	99.25	16,954			1.70	\$16,954	
	Educational Buildings (50,000 square feet)	132.00	22,513			2.25	\$22,513	
	Educational Buildings (100,000 square feet)	224.00	38,334			3.83	\$38,334	
	Factory Buildings (1,000 square feet)	Category I	34.75	5,703			0.57	\$5,703
	Factory Buildings (5,000 square feet)	Category II	35.50	5,845			0.58	\$5,845
	Factory Buildings (10,000 square feet)	Category III	64.75	11,243			1.12	\$11,243
	Factory Buildings (20,000 square feet)	Category IV	60.00	10,315			1.03	\$10,315
	Factory Buildings (50,000 square feet)	Category V	75.75	13,102			1.31	\$13,102
	Factory Buildings (100,000 square feet)	Category VI	78.50	13,588			1.36	\$13,588
	Warehouse, warehouse/office & similar use	Category I	109.25	18,813			1.88	\$18,813
	Bakeries, dry-cleaning, cabinet/woodworking, printing	Category II	119.75	20,783			2.08	\$20,783
	Warehouse, warehouse/office & similar use	Category III	151.00	26,066			2.61	\$26,066
	Bakeries, dry-cleaning, cabinet/woodworking, printing	Category IV	162.50	28,179			2.82	\$28,179
	Warehouse, warehouse/office & similar use	Category V	222.00	38,555			3.86	\$38,555
	Bakeries, dry-cleaning, cabinet/woodworking, printing	Category VI	238.00	40,808			4.08	\$40,808
	Hazardous Occupancy (1,000 square feet)	Category I	36.00	5,822			0.58	\$5,822
	Hazardous Occupancy (5,000 square feet)	Category II	40.00	6,492			0.65	\$6,492
	Hazardous Occupancy (10,000 square feet)	Category III	63.75	11,000			1.10	\$11,000
	Hazardous Occupancy (20,000 square feet)	Category IV	73.00	12,297			1.23	\$12,297
	Hazardous Occupancy (50,000 square feet)	Category V	79.75	13,829			1.38	\$13,829
Hazardous Occupancy (100,000 square feet)	Category VI	113.75	19,677			1.97	\$19,677	
Hazardous Occupancy (50,000 square feet)	Category I	112.75	19,855			1.99	\$19,855	
Hazardous Occupancy (100,000 square feet)	Category II	142.75	24,846			2.48	\$24,846	
Hazardous Occupancy (50,000 square feet)	Category I	149.50	25,852			2.59	\$25,852	
Hazardous Occupancy (100,000 square feet)	Category II	180.50	31,261			3.13	\$31,261	
Institutional Buildings (1,000 square feet)	Category I	238.00	41,324			4.13	\$41,324	
Institutional Buildings (5,000 square feet)	Category II	256.50	44,884			4.49	\$44,884	
Institutional Buildings (10,000 square feet)	Category III	40.00	6,448			0.64	\$6,448	
Institutional Buildings (20,000 square feet)	Category IV	82.25	14,073			1.41	\$14,073	
Institutional Buildings (50,000 square feet)	Category V	104.00	17,666			1.77	\$17,666	
Institutional Buildings (100,000 square feet)	Category VI	192.00	33,296			3.33	\$33,296	
Institutional Buildings (100,000 square feet)	Category VII	294.00	51,079			5.11	\$51,079	

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.							
Service Title	Service Application	Service Detail	Time (hours) (Sum of staff service times.)	Elk Grove Full Cost Recovery (Each Staff Time x Each Staff FBHR)	Per Sq Ft	Proposed Fees	
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Merchant Building (1,000 square feet) Shell Only = 85%	Category I Wholesale & retail stores	30.50	4,733	0.47	\$4,733	
		Category II Drug stores, department stores & similar use	34.00	5,443	0.54	\$5,443	
		Category III Supermarket, big box & similar use	35.50	5,708	0.57	\$5,708	
		Merchant Building (5,000 square feet) Shell Only = 85%	Category I Wholesale & retail stores	61.00	10,415	1.04	\$10,415
		Category II Drug stores, department stores & similar use	59.25	9,849	0.98	\$9,849	
		Category III Supermarket, big box & similar use	69.25	11,631	1.16	\$11,631	
		Merchant Building (10,000 square feet) Shell Only = 85%	Category I Wholesale & retail stores	74.75	12,813	1.28	\$12,813
		Category II Drug stores, department stores & similar use	87.25	14,918	1.49	\$14,918	
		Category III Supermarket, big box & similar use	109.75	18,662	1.87	\$18,662	
		Merchant Building (20,000 square feet) Shell Only = 85%	Category I Wholesale & retail stores	112.00	19,062	1.91	\$19,062
		Category II Drug stores, department stores & similar use	129.50	22,320	2.23	\$22,320	
		Category III Supermarket, big box & similar use	143.50	24,517	2.45	\$24,517	
		Merchant Building (50,000 square feet) Shell Only = 85%	Category I Wholesale & retail stores	151.50	25,984	2.60	\$25,984
		Category II Drug stores, department stores & similar use	165.00	28,392	2.84	\$28,392	
		Category III Supermarket, big box & similar use	176.00	30,170	3.02	\$30,170	
	Merchant Building (100,000 square feet) Shell Only = 85%	Category I Wholesale & retail stores	244.50	42,395	4.24	\$42,395	
	Category II Drug stores, department stores & similar use	274.50	47,843	4.78	\$47,843		
	Category III Supermarket, big box & similar use	274.50	47,534	4.75	\$47,534		

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.										
Service Title	Residential Buildings	Service Application	Service Detail	Time (hours) (Sum of staff service times.)	Elk Grove Full Cost Recovery (Each Staff Time x Each Staff FBHR)	Per Sq Ft	Proposed Fees			
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Residential Buildings	Category I	Single family dwelling unit - custom (up to 1,000 square feet) (add 10% for 2nd story)	19.50	2,961	0.30	\$1,961			
			Single family dwelling unit - custom (1,001 - 1,500 square feet) (add 10% for 2nd story)	26.50	3,706	0.37	\$2,706			
			Single family dwelling unit - custom (1,501 - 2,000 square feet) (add 10% for 2nd story)	29.50	4,147	0.41	\$3,147			
			Single family dwelling unit - custom (2,001 - 2,500 square feet) (add 10% for 2nd story)	32.50	4,667	0.47	\$3,667			
			Single family dwelling unit - custom (2,501 - 3,000 square feet) (add 10% for 2nd story)	36.25	5,251	0.53	\$4,251			
			Single family dwelling unit - custom (3,001 - 3,500 square feet) (add 10% for 2nd story)	39.75	5,825	0.58	\$4,825			
			Single family dwelling unit - custom (3,501 - 4,000 square feet) (add 10% for 2nd story)	42.25	6,252	0.63	\$5,252			
			Single family dwelling unit - custom (4,001 - 4,500 square feet) (add 10% for 2nd story)	47.75	7,172	0.72	\$6,172			
			Single family dwelling unit - custom (4,501 - 5,000 square feet) (add 10% for 2nd story)	50.25	7,444	0.74	\$7,444			
			Single family dwelling unit - custom (5,001 - 6,000 square feet) (add 10% for 2nd story)	56.75	8,511	0.85	\$8,511			
			Master plans (plan review only, per model plan) 1,000 square feet	16.50	2,760	0.28	\$2,760			
			Master plans (plan review only, per model plan) 5,000 square feet	24.50	3,971	0.40	\$3,971			
			Category II							
			Single family dwelling unit - production repeat (1,001 - 1,500 square feet) (add 10% for 2nd story)	19.50	2,314		\$1,600			
			Single family dwelling unit - production repeat (1,501 - 2,000 square feet) (add 10% for 2nd story)	21.50	2,557		\$1,920			
			Single family dwelling unit - production repeat (2,001 - 2,500 square feet) (add 10% for 2nd story)	22.50	2,679		\$2,230			
			Single family dwelling unit - production repeat (2,501 - 3,000 square feet) (add 10% for 2nd story)	24.75	2,965		\$2,530			
			Single family dwelling unit - production repeat (3,001 - 3,500 square feet) (add 10% for 2nd story)	26.25	3,141		\$2,820			
			Single family dwelling unit - production repeat (3,501 - 4,000 square feet) (add 10% for 2nd story)	27.25	3,270		\$3,100			
			Single family dwelling unit - production repeat (4,001 - 4,500 square feet) (add 10% for 2nd story)	29.75	3,593		\$3,360			
Single family dwelling unit - production repeat (4,501 - 5,000 square feet) (add 10% for 2nd story)	32.25	3,865		\$3,600						
Single family dwelling unit - production repeat (5,001 - 6,000 square feet) (add 10% for 2nd story)	34.75	4,137		\$3,800						
Category III										
MFR apartment, Condo & similar (1,001 - 1,500 square feet)	31.50	4,742	0.95	\$4,742						
MFR apartment, Condo & similar (1,501 - 2,000 square feet)	43.00	6,803	1.36	\$6,803						
MFR apartment, Condo & similar (2,001 - 3,000 square feet)	51.50	8,371	1.67	\$8,371						
MFR apartment, Condo & similar (3,001 - 4,000 square feet)	59.50	9,858	1.97	\$9,858						
MFR apartment, Condo & similar (4,001 - 5,000 square feet)	68.00	11,290	2.26	\$11,290						
MFR apartment, Condo & similar (5,001 - 6,000 square feet)	74.00	12,161	2.43	\$12,161						
MFR apartment, Condo & similar (6,001 - 10,000 square feet)	83.50	13,714	2.74	\$13,714						
MFR apartment, Condo & similar (10,000 - 20,000 square feet)	93.50	15,302	3.06	\$15,302						

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.							
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees	
			(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)			
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Category IV	Hotel, motel & similar use (1,000 square feet)	44.00	6,528	0.65	\$6,528	
		Hotel, motel & similar use (5,000 square feet)	62.50	9,826	0.98	\$9,826	
		Hotel, motel & similar use (10,000 square feet)	126.00	20,891	2.09	\$20,891	
		Hotel, motel & similar use (20,000 square feet)	155.00	25,866	2.59	\$25,866	
		Hotel, motel & similar use (50,000 square feet)	197.00	32,756	3.28	\$32,756	
		Hotel, motel & similar use (100,000 square feet)	326.00	55,210	5.52	\$55,210	
		Storage Building (1,000 square feet) Shell Only = 85%					
		Category I	Open parking garage & similar use	32.00	5,046	0.50	\$5,046
		Category II	Enclosed parking garage, repair & similar use	30.00	4,751	0.48	\$4,751
		Category III	Warehouse, & warehouse/office & similar use (low hazard)	33.00	5,142	0.51	\$5,142
		Storage Building (5,000 square feet) Shell Only = 85%					
		Category I	Open parking garage & similar use	51.00	8,583	0.86	\$8,583
		Category II	Enclosed parking garage, repair & similar use	54.00	9,128	0.91	\$9,128
		Category III	Warehouse, & warehouse/office & similar use (low hazard)	45.25	7,518	0.75	\$7,518
		Storage Building (10,000 square feet) Shell Only = 85%					
		Category I	Open parking garage & similar use	70.50	11,926	1.19	\$11,926
		Category II	Enclosed parking garage, repair & similar use	76.00	12,865	1.29	\$12,865
		Category III	Warehouse, & warehouse/office & similar use (low hazard)	75.50	12,765	1.28	\$12,765
		Storage Building (20,000 square feet) Shell Only = 85%					
		Category I	Open parking garage & similar use	98.00	16,578	1.66	\$16,578
	Category II	Enclosed parking garage, repair & similar use	101.50	17,092	1.71	\$17,092	
	Category III	Warehouse, & warehouse/office & similar use (low hazard)	105.50	17,887	1.79	\$17,887	
	Storage Building (50,000 square feet) Shell Only = 85%						
	Category I	Open parking garage & similar use	132.00	22,442	2.24	\$22,442	
	Category II	Enclosed parking garage, repair & similar use	142.00	24,172	2.42	\$24,172	
	Category III	Warehouse, & warehouse/office & similar use (low hazard)	132.00	22,442	2.24	\$22,442	
	Storage Building (100,000 square feet) Shell Only = 85%						
	Category I	Open parking garage & similar use	193.00	33,101	3.31	\$33,101	
	Category II	Enclosed parking garage, repair & similar use	215.00	36,471	3.65	\$36,471	
	Category III	Warehouse, & warehouse/office & similar use (low hazard)	206.00	34,859	3.49	\$34,859	
	U Occupancy Building						
	Category I	Garage (detached), shop, accessory to residential wood frame (up to 400 sf) **Attached garage @ 75% of detached garage fee Production Repeat Attached Garage @ 50%	14.50	1,200	2.86	\$700	
	Category II	Covered porch (up to 400 square feet)	7.00	1,038	2.08	\$550	
	Category III	Carport - up to 400 square feet	7.00	1,049	2.10	\$740	
	Category IV	Patio - custom covered - up to 400 square feet	5.50	817	1.63	\$400	
	Category V	Patio - sunroom enclosed - up to 400 square feet	7.50	1,137	2.27	\$540	
	Category VI	Patio, awing (up to 400 square feet) third party standard	5.00	666	1.33	\$300	
	Category VI-A	Commercial canopy (up to 400 square feet)	6.00	865	1.73	\$865	
	Category VII	Shade structure (50% open to atmosphere) - up to 400 square feet	4.50	618	1.24	\$300	
	Miscellaneous Services and Permits Items						

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.						
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees
			(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)		
Tenant Improvements - Major New or first time Tenant Improvement		Tenant Improvement - up to 1,000 square feet	6.25	968	1.94	\$968
		Tenant Improvement - 1,001 - 5,000 square feet	11.75	1,877	0.19	\$1,877
		Tenant Improvement - 5,001 - 10,000 square feet	21.75	3,331	0.33	\$3,331
		Tenant Improvement - 10,001 - 20,000 square feet	28.50	4,290	0.43	\$4,290
		Tenant Improvement - 20,001 - 50,000 square feet	49.50	7,529	0.75	\$7,529
		Tenant Improvement - 50,001 - 100,000 square feet	61.50	9,890	0.99	\$9,890
		Tenant Improvement - 100,001 square feet & up	88.50	14,238	1.42	\$14,238
Tenant Improvements - Minor Subsequent - change in use TI		Tenant Improvement - up to 1,000 square feet	6.25	968	0.10	\$560
		Tenant Improvement - 1,001 - 5,000 square feet	10.75	1,678	0.17	\$1,678
		Tenant Improvement - 5,001 - 10,000 square feet	14.75	2,197	0.22	\$2,197
		Tenant Improvement - 10,001 - 20,000 square feet	17.75	2,690	0.27	\$2,690
		Tenant Improvement - 20,001 - 50,000 square feet	24.75	3,805	0.38	\$3,805
		Tenant Improvement - 50,001 - 100,000 square feet	39.50	6,363	0.64	\$6,363
		Tenant Improvement - 100,001 square feet & up	54.00	8,660	0.87	\$8,660
		Note: Commercial shell - Business, Merchant and Warehouse & similar buildings=85% of Building cost				
FOOTNOTES						
The above schedule covers the most common and straight forward permit types and addition projects. Fees for projects outside of the listed classifications/occupancies shall Where no fee is specified or there is an unusual circumstance, that fee shall be determined by the Building Official.						

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Service Application		(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
Service Title	Service Detail				
Miscellaneous Services and Permits Items	Minimum Permit Fee	2.00	224	100%	\$85
	Antenna Tower (each)	6.00	968		\$768
	Antenna Dish (each)	3.00	423	100%	\$423
	Residential Balcony or Deck up to 400 sq. ft. + \$45 for each additional 100 square feet	3.25	456		\$456
Windows	Bay window or opening	2.50	324		\$150
	Additional window or opening	2.00	224		\$25
	New window or opening	2.00	224		\$160
	New additional window or opening @ ____ + 10% per window +/- to minimum fee	2.50	298		\$16.00 per additional window
	Board of Appeal Processing and Hearing	8.00	816		\$800
	Building Relocation Permit	8.50	1,310	100%	\$1,310
	Demolition up to 3,000 square feet	4.00	493	100%	\$300
	Drywall up to 400 sf + Minimum fee	2.00	224	100%	\$125
	Note: Additional Drywall each 100 sf \$10.00				
	Stucco > 400 square feet	3.00	371		\$271
	Note: Additional stucco each 100 sf \$10.00				
	Siding <400 square feet	2.50	298		\$125
	Note: Additional siding each 100 sf \$10.00				
	Fireplace - Factory Built Fireplace	3.00	371	100%	\$271
	Fire Damage Repair < & up to 50% sq. ft. of home	-	-	100%	\$700
	Fire Damage Repair > 50% sq. ft. of home				\$1,100
Inspection Services	Flag Pole up to 20' high	2.25	287	100%	\$125
	Outside of Normal Business Hours (Holidays) Weekends Commercial=hourly rate (1 1/2 times hourly rate)	4.00	589	100%	\$589
	Re-Inspection Fee	1.75	210	100%	\$125
	Saturday Residential=No Charge	4.50	637	100%	\$637
	Investigative Inspections + Building Inspector @ Hourly Rate +Admin/PT/Insp	0.50	38	100%	\$195.00 per hour
	Code Compliance Inspection and Cofo	2.50	345	100%	\$280
	Construction performed without required permits				Penalty = 3X Permit Fees
	Penalty = 3x permit cost				
	Construction performed without required permits	5.75	875	100%	Penalty + Hourly Rate Admin/PT/PR/Insp/CBO
	Investigative work - minor				
	Construction performed without required permits	9.50	1,456	100%	Penalty + Hourly Rate Admin/PT/PR/Insp/CBO (Minimum is
	Investigative work - major				\$160
	Light Pole up to 20	2.75	408	100%	\$125
	Note: Add an additional \$34 for each additional pole				
	Masonry/Wood Fence >6ft	2.75	408	100%	\$125
	Note: Additional Masonry/Wood fence each 100ft 15% + above				
	Permit Extension Fee	1.00	102	100%	\$102

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Proposed Fee
			(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)	
Certificate of Occupancy	Temporary Certificate of Occupancy		1.75	187	\$125
Plan Review Services	Reissuance or Amendment to Certificate of Occupancy		1.00	99	\$46
	Additional Plan Review after 2nd submittal		2.75	460	@ Hourly Rate
	Application Plan Review Extension (each)		1.00	99	\$80
	Application Plan Review Extension with code change or revision (per hour - PT + PE and/or Sr. Plans Examiner)		-	-	@ Hourly Rate
	Processing for Change of Contractor, Architect, Engineer or Owner		1.50	125	\$125
	Reinstatement of Expired Permit - each=50% of Permit Fee		-	-	1/2 of Permit fee (does not include Plan Review)
	Refund Processing Fee (Plan Review fee nonrefundable after 1st review)		1.75	142	Max Refund is 80% of PR Fee
	Refund of Permit (no refunds processed after 180 days)		-	-	Max Refund is 80% of Permit Fee
Reproduction of Documents	Compact Discs (See City rates from City Clerks office)		1.00	58	\$40
	Copies from Laserfiche or Microfiche (12.00 per page or actual cost)		1.00	58	1 hour Admin + Cost of Reproduction
	Photo copies (per page) - See City rate schedule		-	-	100%
Request and Research for "Alternate Methods and Materials" @ CBO per hourly rate	Category I Minor		1.50	175	\$175
	Category II (repeats and minimal complexity)		2.00	223	\$223
	Category III (complex or 2 issues)		2.50	296	\$296
	Category IV (highly complex or 3 or more issues)		3.50	441	\$441
	Re-roofing (light weight w/o structural up to 2,000 s.f.)		2.25	283	\$283
	Additional re-roof (comp shingle & BUR) each 1,000 square feet @ \$40.00 per 1,000 sq. ft.				
	Note: Additional Re-roof (tile roof) each 1,000 square feet @ \$40.00 per 1,000 sq. ft.				
	Re-Roofing (tile roof with structural calc up to 2,000 square feet)		3.25	482	\$382
	Note: Additional Re-roof (tile roof) each 1,000 square feet @ \$40.00 per 1,000 sq. ft.				
	Remodel Residential (<400 square feet) includes Title 24 energy, CAL-Green and Accessibility (where required)		5.00	743	\$600
	Note: Additional Residential Remodel (>400 s.f.) - each additional 100 square feet @ \$60.00 per each additional 100 square feet				
	Retaining Wall 3'-6' high (up to 50 l.f.)		1.75	210	\$210
	Note: Additional Retaining Wall 3' - 6' high per 50 l.f. = +\$21.00 per additional 50 linear feet				
	Retaining Wall 6' - 10' high (up to 50 l.f.)		3.75	581	\$481
	Note: Additional Retaining Wall 6' - 10' high per 50 l.f. = +\$58.00 per additional 50 linear feet				
	Retaining Wall > 10' high (up to 50 l.f.)		7.25	1,045	\$845
	Note: Additional Retaining Wall 10' high per 50 l.f. = +\$75.00 per additional 50 linear feet				
	Request for Unreasonable Hardship		3.25	506	\$65
	Roof Solar Tube		2.00	224	\$85

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Service Title	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBR)		
Service Application					
Note: Room Addition – Commercial same as new Commercial	Room Addition – Residential (up to 400 s.f.) Note: Additional Residential Addition (>400 square feet) = Above \$160.00 for each additional 100 square feet	9.00	1,307		\$800
	Skylight (less than 10 s.f.) with 3rd party approval and no framing modification	2.00	224		\$85
	Note: Additional Skylight (< 10 square feet) - \$8.50 each additional	2.00	224		
	Skylight (> 10 square feet or structural modification) with no 3rd party approval	3.00	423		\$160
	Note: Additional Skylight (>10 square feet with structural) - \$16.00 each additional	-	-		
	Special Inspector Services – Application – Review & Registration, (each annual?)	1.50	198		\$80
	Storage Rack – separate or supplemental permit per type each < 6' high	3.00	423	100%	\$343
	Storage Rack – separate or supplemental permit per each type > 6' high = .50 AD + .5 PT + 1.5 PE + 2.0 INSP	4.50	670	100%	\$670
	Temporary Utilities	2.00	224	100%	\$224
	Temporary Trailers	2.50	324	100%	\$224
	Temporary Sales Trailers	2.50	324	100%	\$324
	Temporary Model Home Sales Office (converted "U" Occupancy)	3.50	471	100%	\$471
	Window Replacements (includes Title 24 Energy plan review) No Structural	2.25	309	100%	\$85
	Note: Additional Window Replacements (includes Title 24 Energy PR) + Above + 10% for each additional + \$12.50 each additional window replacement	-	-	100%	

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Electrical Permit Fees	Service Application	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
	Minimum Permit Fee	2.00	224	200%	\$224
	1. Minimum Permit Fee (included in new building permit plan review and permit fee)	-	-	100%	
	2. Residential New Construction (included in new building permit plan review and permit fee)				
Residential Buildings Remodel	1A. Residential Building Remodel per 300 square feet = Minimum permit fee + \$8.50 each additional 100 square feet	3.75	566		\$85
Commercial Building Remodel	1. Commercial Building Remodel per 500 square feet = Minimum permit fee + \$22.40 each additional 100 square feet	4.75	765		\$224
	2. Garages, Carports (attached or detached) parking structures Per 400 square feet = minimum permit fee	-	-		\$85
Temporary Power	1. Temporary service pole or pedestal including meters	2.00	224	100%	\$85
	2. Temporary sub-poles including switches and outlets	2.00	224	100%	\$125
Unit Fee Schedule	4. Pole light and fixture	2.00	224		\$85
	5. Each additional fixture (+ \$8.50 per additional)	2.00	224		\$8.50 each
	6. Theatrical type lighting fixture	2.00	224		\$224
	RESIDENTIAL APPLIANCES	2.00	224		\$85
	Note: Additional Residential appliances = + \$8.50	-	-		\$0
	NON RESIDENTIAL APPLIANCES (up to 5) + \$22.80 for each additional over 5) + \$22.40 each additional over 5	-	-		\$224
Power Apparatus	1. Up to and including 1 HP	2.00	224		\$224
	2. Over 1 HP and not over 10 H, each	2.50	298		\$258
	3. Over 10 HP, each	2.50	298		\$298

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
		Service Title	Service Application	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBR)		
		Signs, Outline Lighting and Marques (in addition to minimum permit fee)		1. One sign and transformer 2. Additional sign and transformer 3. Additional transformer's per sign - \$10.00 per additional 4. Alterations to existing signs - change of face=no charge 5. Relocation of existing signs 6. Non illuminated sign each 7. Monument 8. Pole and Freestanding signs < 10' high 9. Pole and Freestanding signs > 10' high Services/Meters/Panels/Disconnect Switches 1. 600 volt or less and not over 200 Amps each 2. 600 volt or less and over 200 amps and up to 500 amps each 3. 600 volts or less and over 500 amps and up to 1,000 amps each 4. 600 volts or less and over 1,000 amps each (SINSP does plan review) 5. 600 volts or over and over 2,500 amps each (SINSP does plan review)	2.00 2.50 2.50 2.00 2.00 2.00 7.50 2.50 3.50 2.00 2.00 2.50 2.75 3.00 2.00 2.00 2.00 4.00 4.00	224 298 298 224 224 224 1,318 324 522 224 224 224 309 361 394 224 298 394 224 224 224 423 570 570 423 497 594 688 766 839		\$224 \$298 \$224 \$224 \$125 \$125 \$324 \$522 \$85 \$85 \$125 \$145 \$224 \$85 \$298 \$224 \$224 \$224 \$85 \$224 \$570 \$224 \$361 \$400 \$440 \$480 \$520
		Miscellaneous apparatus, conduits and conductors, electrical components for which a permit is required but for which no fee is here in set forth		1. Conduits and conductors < 200 l.f. 2. Conduits for each additional 50 feet or fraction thereof + \$10.00 per each additional 50 sq. ft. 3. Private Street Lights 4. Under-floor raceways – up to 100 feet: 5. Under-floor > 100 l.f. Minimum + 10% per each additional 100 l.f. + \$22.40 per each additional 100 sq. ft. 6. Electric Vehicle Charging Stations 7. Electric Vehicle Charging Stations 1. Service Station, Hazardous Occupancies, Spray Booth, = .50 AD + .5 PT + 1.0 PR + 2.0 INSP 1. Up to 10 KW 2. 10 KW – 15 KW 3. 15KW – 20 KW 1. >15 - 30 KW 2. 30 KW - 50 KW 3. 50 KW - 100 KW	2.00 2.50 2.75 2.00 2.00 3.00 4.00 4.00 3.00 3.50 4.25 4.75 5.50 6.00	224 298 394 224 224 423 570 570 423 497 594 688 766 839		\$224 \$298 \$224 \$224 \$224 \$85 \$224 \$570 \$224 \$361 \$400 \$440 \$480 \$520
		HAZARDOUS ELECTRICAL INSTALLATIONS (IN ADDITION TO MINIMUM PERMIT FEE)		1. Service Station, Hazardous Occupancies, Spray Booth, = .50 AD + .5 PT + 1.0 PR + 2.0 INSP	4.00	570		\$570
		Photovoltaic, Residential System		1. Up to 10 KW 2. 10 KW – 15 KW 3. 15KW – 20 KW	3.00 3.50 4.25	423 497 594		\$224 \$361 \$400
		Photovoltaic- Commercial		1. >15 - 30 KW 2. 30 KW - 50 KW 3. 50 KW - 100 KW	4.75 5.50 6.00	688 766 839		\$440 \$480 \$520

Service Title		Service Application		Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Mechanical Permit Fees		Minimum Permit Fee	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
		\$85	Note: HVAC; Heating/Cooling in NEW SFD (included in new SFD building permit fees)	3.00	423	100%	\$85
			1A. Residential; HVAC replace, repair, change-out (includes Title 24 + CAL-Green) = .25 AD + 1.0 PT + 1.50 PR + 2.0 INSP	4.75	703		HVAC included in SFD Permit Fees there is not a Separate Fee \$300
			2. Commercial HVAC air distribution system (Heating/cooling/ventilation) New = included in Building permit fee	4.00	570		\$570
			2A. Commercial HVAC replace, repair, change-out, (including T-24 + CAL-Green) = .5 AD + .5 PT + 1.0 PR + 2.0 INSP	4.00	570		\$570
			3. Combustion products vent (other than chimney)	3.50	522		\$285
			4. Factory built chimney	2.00	224		\$224
			5. Compressor or boiler over 15 HP:	2.00	224		\$224
			5A. Compressor or boiler over 15 HP	3.00	397		\$274
			6. Air Handling unit (Heating, Cooling or Ventilation supply)	3.00	397		\$274
			8. Evaporative Cooler	2.00	224		\$85
			10. Ventilation fans to 300 cfm and single duct (including dryer exhaust duct)	2.00	224		\$85
			11. Commercial Hood Type I, including ducts and 1 hour rating chase each	4.50	644		\$400
			12. Commercial Hood Type II, including ducts each	3.50	471		\$321
			13. Heating or cooling coils (not part of factory assembled unit) each (V. A. V. unit, Cooling Tower, evaporative or air cooled condenser)	5.00	743		\$743
			14. Appliance or piece of equipment regulated by this code but not specifically classed or listed	2.00	224		\$85
			15. Gas system 1- 5 outlets	2.00	224		\$85
			Gas system each additional outlet over 5	2.50	298		\$10.00 per each additional outlet
			16. Fire Dampers, smoke dampers, fire/smoke dampers, each (up to 10)	4.50	670		\$224
			Additional damper over 10, each	5.00	743		\$22.40 per each over 10
			17. Central Vacuum systems:	2.00	224		\$85
			18. Yard gas piping	2.50	324		\$85
			19 Processing, special or hydronic piping per 100 feet	3.00	423		\$224
			Note: 2. Additional Mechanical Plan Check service (per hour) - Hourly Rate	-	-		
			3. Additional Mechanical Inspection service (per hour) - Hourly Rate	-	-		

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
		Service Title	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
		Plumbing Permit Fees	Service Application				
		Minimum Permit Fee		2.00	224	100%	\$85
		1. Each plumbing fixture including water, sump pump, drainage, piping and backwater valve up to 5.		2.00	224		\$85
		2. Each Building Sewer and each Trailer/RV space sewer, first 100 l.f.;		2.00	224		\$200
		2A. Additional 100 feet or fraction thereof + \$8.50 per each additional 100 l. ft.		2.50	298		\$85
		3. Abandonment/close sewer (including private sewage disposal system)		2.00	224		\$85
		4. Rainwater system		2.00	224		\$85
		5. Each private sewage disposal system		2.50	298		\$85
		6. Each water heater and or vent		2.00	224		\$85
		7. Each Gas piping system of 1 – 5 outlets		2.00	224		\$85
		8. Each additional gas piping system outlet (> 5) - per outlet + \$8.50 per outlet over 5.		2.50	298		\$298
		9. Each Medical Gas system of 1 – 5 inlets/outlets		4.50	670		\$670
		10. Each additional 5 or fraction thereof, medical gas outlet/milet - + \$67.00 per each additional 5 outlets		5.00	743		\$743
		11. Each Industrial Waste pretreatment interceptor including trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps		3.00	423		\$224
		12. For installation, alteration or repair of water piping and/or water treating equipment each		2.00	224		\$85
		13. For repair or alteration of drainage or vent piping each fixture		2.00	224		\$85
		14. For atmospheric-type vacuum breakers (lawn sprinklers) 1 – 10		2.00	224		\$85
		15. For each backflow protective device other than atmospheric vacuum type breakers		2.00	224		\$85
		16. Building piping water service		1.50	151		\$85
		17. Gas Yard Piping		2.00	224		\$85
		18. Boiler up to 15 HP		2.50	324		\$224
		Boiler over 15 HP		3.00	397		\$224

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Service Title	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
Miscellaneous Fixtures (each)	1. Includes solar panels and solar tanks, water softener/water treatment equipment 2. For each Graywater system 3. For initial installation for a reclaimed water system	3.50	497		\$224
Pool with Structural	Total Pool/Spa Fees = Structural/Building fee + Plumbing fee + Electrical fee Less than 100 square feet 101 square feet – 500 square feet 501 square feet – 1,000 square feet Over 1,000 square feet	2.75 3.00	373 397		\$224 \$85
Pool without structural (fiberglass or similar)	2. Plan Check Fee (Not required for fiberglass spa) Less than 500 square feet 500 square feet or Greater *** Note: Commercial Pool/Spa (for Accessibility, exiting, barrier, T-24, CA-Green) Add \$988	4.50 4.50 5.00 6.75	567 592 666 988		Pool/Spa Fees=Structural/Building Fee+Plumbing Fee+Electrical Fee \$567 \$592 \$666 \$812
	3. Plumbing Fee – Pool/spa (includes all pool piping except solar) one gas outlet, backwash receptor/P-trap, pool fill line and back flow protection (Minimum + added to pool/spa and electrical permit fee)	5.50 1.75	766 228		\$765 \$226
	4. Electrical Fee – Pool/spa (Minimum + added to pool/spa and electrical permit fee)	2.00 8.00	276 1,358		\$276 \$988
	5. Demolition – Pool – Spa, Including combo utility capping	2.00	224		\$85
Pool – Spa Notes: Total Pool note only, no price: Pool Permit+E +P=total	2. Supplement permit fee = @ Hourly rates 3. Additional Plan Check services = @ Hourly Rates, (minimum 1.0 Hour) 4. Additional Plumbing inspection services = @ Hourly Rates (minimum 1 Hour)	2.00 - - -	224 - - -		\$85 \$324 \$85

Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Current Deposit	Proposed Fee	Proposed Deposit with T&M Billing	Proposed Deposit with Task Order
Annexation Request/Rezoning (Full annexation process requires Reimbursement Agreement)	City Council	136	19,524	-	18,800		
Appeals	Appeal of Planning Director Decision to Planning Commission Appeal of Planning Commission Decision to City Council Planning Director	46 112 21	6,418 16,912 2,887	- - -	- - 2,800	3,000 5,000	
Boundary Line Adjustment CEQA Review (Covers initial review only; project-specific scope of work and budget will be provided; deposit of full amount required prior to work commencement) Combined Entitlements		10	1,557	-	-		1,000
Conditional Use Permit	Planning Commission City Council	- 84	- 11,238	-	see attached schedule	8,800 10,000	
Conditional Use Permit Amendments	Planning Commission City Council	48 58	6,614 8,048	-	-		1,000 1,000
Design/Site Plan Review (NOTE: For Old Town, City Council has previously taken action to reduce these fees in order to encourage historic preservation as opposed to penalizing it)	Single Family Master Home Plans - Planning Director Planning Commission City Council Old Town Type 1 Old Town Type 2 Old Town Type 3 Old Town Type 4	13 30 113 121 10 19 36 52	1,726 4,092 15,209 16,416 1,269 2,572 4,854 7,153	1,268 2,356 4,037 4,620 - - 150 500	- - - - 650 1,300 2,350 3,500	1,400 3,100 12,000 13,000	
Design Review Amendment	Planning Director Planning Commission City Council	34 72 84	4,580 9,831 11,799	1,194 2,237 2,578	- - -		1,000 1,000 1,000

Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Current Deposit	Proposed Fee	Proposed Deposit with T&M Billing	Proposed Deposit with Task Order
Development Agreement	City Council	96	15,043	6,194		10,500	
Development Agreement Amendment *	City Council	64	9,927	2,081		5,250	
General Plan Amendment	City Council	156	21,520	15,919			1,000
Historical Preservation Committee Review (NOTE: City Council has previously taken action to reduce these fees in order to encourage historic preservation as opposed to penalizing it)	Certificate of Appropriateness	19	2,572	1,000	2,500		
	Rescission	25	3,477	2,000	3,000		
	Demolition / Relocation Certificate	27	3,869	2,000	3,000		
	Minor Improvement	29	4,111	-			1,000
Letter of Public Convenience	City Council	38	5,020	372	5,000		
Lot Merger/ Certificate of Compliance		-	-	-	500		
Minor Deviation	Planning Commission	25	3,322	-	3,300		
	Planning Director	26	3,544	-	3,500		
Reasonable Accommodations Permit (updated Zoning Code)		20	2,717	504	2,700		
Onsite Noticing		3	305	350	300		
Specific Plan/Special Planning Area Amendment	Residential	108	15,505	8,579			1,000
Specific Plan/Special Planning Area Initiation (Required to process a Reimbursement Agreement in order to complete SP/SPA Processing)	Commercial	100	13,950	6,085		10,000	
Donation Box Permit		-	132		132		
Donation Box Renewal		-	66		66		
Temporary Use Permit	Planning Director	14	1,708	132	1,500		
Temporary Use Permit-tax exempt organizations	Planning Director	-			50		
Tentative Parcel Map	Residential	84	11,200	4,584		8,800	
	Commercial	117	15,593	4,930		12,300	
Tentative Parcel Map Amendment	Residential	55	7,388	2,566			1,000
	Commercial	68	9,163	2,780			1,000
Tentative Parcel Map Extension	Residential	22	2,956	2,879	1,500		
	Commercial	24	3,226	3,273	1,500		

Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Current Deposit	Proposed Fee	Proposed Deposit with T&M Billing	Proposed Deposit with Task Order
Tentative Parcel Map Waiver for Condos	Planning Commission	36	4,842	1,296	4,850		
Tentative Subdivision Map	<25 lots	98	13,205	6,485		10,500	
	25-100 lots	116	15,628	7,217		12,500	
	100-200 lots	137	18,578	7,662		14,500	
	200 + lots	165	22,237	7,662		18,000	
	Planning Commission	72	9,800	3,562			1,000
	<25 lots	35	4,803	3,562			1,000
Tentative Subdivision Map Amendment	25-100 lots	48	6,546	3,562			1,000
	100-200 lots	105	14,269	3,562			1,000
	200 + lots	131	17,958	3,562			1,000
	Planning Commission	21	2,831	3,849	1,500		
Tentative Subdivision Map Extension	City Council	25	3,322	4,466	1,500		
Tree Permit		2	259	30	100		
Uniform Sign Program		46	5,996	-	5,600		
Uniform Sign Program Amendment		37	4,724	-	4,500		
Variance	Planning Commission	57	7,770	3,228		6,000	
	City Council	59	8,179	3,879		6,000	
Williamson Act	City Council	33	5,120	5,449		5,000	
Zoning Amendment (Text and Map)	City Council	64	8,862	6,085			1,000
Zoning Clearance/Plan Check	See Building Dept Fee Schedule	-	-	-			
Zoning Confirmation		1	113	200			
Zoning Interpretation	City Council	14	2,132	1,111	1,400		

Classification	Occupancy Type	Square Footage
Assembly Occupancies	Theatres, auditoriums, churches	1,000 plus 172.53 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001 plus 71.04 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001 plus 17.257 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001 plus 22.532 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001 plus 41.88 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001 plus 10.67 for each additional 100 s.f. or fraction thereof		
Assembly Occupancies	Dining and drinking establishments & similar use	1,000 plus 6.955 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001 plus 10.076 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001 plus 13.942 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001 plus 20.118 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001 plus 29.627 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001 plus 52.325 for each additional 100 s.f. or fraction thereof		
Business Buildings	Banks, public buildings, car wash, libraries, MOB	1,000 plus 6.680 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001 plus 10.494 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001 plus 14.532 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001 plus 19.998 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001 plus 27.432 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001 plus 42.170 for each additional 100 s.f. or fraction thereof		
Business Buildings	General office & similar	1,000 plus 6.165 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001 plus 10.232 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001 plus 13.501 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001 plus 19.273 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001 plus 24.505 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001 plus 41.390 for each additional 100 s.f. or fraction thereof		
Educational Buildings	Pre-schools, daycare facilities, Private Schools	1,000 plus 6.117 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001 plus 9.143 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001 plus 10.415 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001 plus 16.954 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001 plus 22.513 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001 plus 38.334 for each additional 100 s.f. or fraction thereof		
Factory Buildings	Warehouse, warehouse/office & similar use (low hazard)	1,000 plus 5.703 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001 plus 11.243 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001 plus 13.102 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001 plus 18.813 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001 plus 26.066 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001 plus 38.555 for each additional 100 s.f. or fraction thereof		

Classification	Occupancy Type	Square Footage
Factory Buildings	Bakeries, dry-cleaning, cabinet/woodworking, printing	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Hazardous Occupancy	Semi-conductor, fabrication facilities, repair garage	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Hazardous Occupancy	Moderate explosion-extreme explosion and chemical	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Institutional Buildings	Assisted living, nursing homes & similar use	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Merchant Building	Wholesale & retail stores	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Merchant Building	Drug stores, department stores & similar use	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Merchant Building	Supermarket, big box & similar use	1,000
		5,001
		10,001
		20,001
		50,001
		100,001

5,845 plus	111.75	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
10,315 plus	65.46	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
13,588 plus	71.95	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
20,783 plus	18.69	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
28,179 plus	28.84	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
40,808 plus	9.35	for each additional 100 s.f. or fraction thereof
5,822 plus	129.45	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
11,000 plus	56.58	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
13,829 plus	60.26	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
19,855 plus	19.99	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
25,852 plus	30.94	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
41,324 plus	10.00	for each additional 100 s.f. or fraction thereof
6,492 plus	145.13	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
12,297 plus	147.60	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
19,677 plus	51.69	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
24,846 plus	21.38	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
31,261 plus	27.25	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
44,884 plus	10.69	for each additional 100 s.f. or fraction thereof
6,448 plus	190.63	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
14,073 plus	71.66	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
17,656 plus	54.70	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
23,126 plus	33.90	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
33,296 plus	20.34	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
51,079 plus	10.17	for each additional 100 s.f. or fraction thereof
4,733 plus	142.05	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
10,415 plus	47.94	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
12,813 plus	62.49	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
19,062 plus	23.07	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
25,984 plus	13.84	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
42,395 plus	6.92	for each additional 100 s.f. or fraction thereof
5,443 plus	110.15	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
9,849 plus	101.38	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
14,918 plus	74.02	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
22,320 plus	20.24	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
28,392 plus	38.90	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
47,843 plus	10.12	for each additional 100 s.f. or fraction thereof
5,708 plus	148.08	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
11,631 plus	140.62	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
18,662 plus	58.55	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
24,517 plus	18.84	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
30,170 plus	34.73	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
47,534 plus	9.42	for each additional 100 s.f. or fraction thereof

Classification	Occupancy Type	Square Footage	
Residential Buildings	Single family dwelling unit - custom	1,000	149.00 for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
		1,501	88.20 for each additional 100 s.f. or fraction thereof, to and including 2,000 s.f.
		2,001	104.00 for each additional 100 s.f. or fraction thereof, to and including 2,500 s.f.
		2,501	116.80 for each additional 100 s.f. or fraction thereof, to and including 3,000 s.f.
		3,001	114.80 for each additional 100 s.f. or fraction thereof, to and including 3,500 s.f.
		3,501	85.40 for each additional 100 s.f. or fraction thereof, to and including 4,000 s.f.
		4,001	184.00 for each additional 100 s.f. or fraction thereof, to and including 4,500 s.f.
		4,501	254.40 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	106.70 for each additional 100 s.f. or fraction thereof, to and including 6,000 s.f.
		6,001	42.70 for each additional 100 s.f. or fraction thereof, to and including 6,000 s.f.
Residential Buildings	Master plans (plan review only, per model plan)	1,000	30.28 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	15.14 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
Residential Buildings	Single Family Dwelling, Production - repeat	1,000	68.00 for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
		1,501	64.00 for each additional 100 s.f. or fraction thereof, to and including 2,000 s.f.
		2,001	62.00 for each additional 100 s.f. or fraction thereof, to and including 2,500 s.f.
		2,501	60.00 for each additional 100 s.f. or fraction thereof, to and including 3,000 s.f.
		3,001	56.00 for each additional 100 s.f. or fraction thereof, to and including 3,500 s.f.
		3,501	52.00 for each additional 100 s.f. or fraction thereof, to and including 4,000 s.f.
		4,001	48.00 for each additional 100 s.f. or fraction thereof, to and including 4,500 s.f.
		4,501	40.00 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	37.00 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		10,001	412.20 for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
Residential Buildings	MFR apartment, Condo & similar	1,000	313.60 for each additional 100 s.f. or fraction thereof, to and including 2,000 s.f.
		1,501	148.70 for each additional 100 s.f. or fraction thereof, to and including 3,000 s.f.
		2,001	143.20 for each additional 100 s.f. or fraction thereof, to and including 4,000 s.f.
		3,001	9.858 plus
		4,001	11,290 plus
		5,001	12,161 plus
		6,001	13,714 plus
		10,001	15,302 plus
		15,302	43.55 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		412.20	412.20 for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
Residential Buildings	Hotel, motel & similar use	1,000	6,528 plus
		5,001	9,826 plus
		10,001	221.30 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		20,891	48.85 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		25,866	22.97 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		32,756	44.91 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
		50,001	11.49 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.

Classification	Occupancy Type	Square Footage		
Storage Building	Open parking garage & similar use	1,000	5,046	plus 88.43 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	8,583	plus 66.76 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001	11,926	plus 46.57 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	16,578	plus 19.55 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	22,442	plus 21.32 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001	33,101	plus 9.78 for each additional 100 s.f. or fraction thereof		
Storage Building	Enclosed parking garage, repair & similar use	1,000	4,751	plus 109.43 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	9,128	plus 74.74 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001	12,865	plus 42.27 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	17,092	plus 23.60 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	24,172	plus 24.60 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001	36,471	plus 11.80 for each additional 100 s.f. or fraction thereof		
Storage Building	Warehouse, & warehouse/office & similar use (low hazard)	1,000	5,142	plus 59.40 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	7,518	plus 83.14 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001	12,765	plus 51.22 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	17,887	plus 15.18 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	22,442	plus 24.83 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001	34,859	plus 7.59 for each additional 100 s.f. or fraction thereof		

Classification	Occupancy Type	Square Footage	
"U" Occupancy Building	Garage, shop, accessory to residential wood frame	400	900 plus 45.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	1,260 plus 22.50 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Covered porch	400	600 plus 30.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	840 plus 15.00 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Carport	400	740 plus 37.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	1,036 plus 18.50 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Patio - custom covered	400	800 plus 40.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	1,120 plus 20.00 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Patio - sunroom enclosed	400	880 plus 44.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	1,232 plus 22.00 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Patio, awing third party standard	400	640 plus 32.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	896 plus 16.00 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Commercial canopy	400	865 plus 43.25 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	1,211 plus 21.67 for each additional 100 s.f. or fraction thereof
"U" Occupancy Building	Shade structure (50% open to atmosphere)	400	420 plus 21.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f.
		1,201	588 plus 10.50 for each additional 100 s.f. or fraction thereof
TI - Major	New or first time Tenant Improvement	1,000	1,877 plus 36.35 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	3,331 plus 19.18 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		10,001	4,290 plus 32.39 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	7,529 plus 7.87 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	9,890 plus 8.70 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
		100,001	14,238 plus 3.94 for each additional 100 s.f. or fraction thereof
TI - Minor	Subsequent - change in use Tenant Improvement	1,000	1,678 plus 12.98 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	2,197 plus 9.86 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		10,001	2,690 plus 11.15 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	3,805 plus 8.53 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	6,363 plus 4.59 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
		100,001	8,660 plus 2.30 for each additional 100 s.f. or fraction thereof

ATTACHMENT 2

Residential Building Fees Comparison Sheet				City of Elk Grove		City of Sacramento*		City of Citrus Heights		City of Roseville*		City of Rocklin	
Project	Occupancy Type	Floor Area (sq. ft.)	Valuation	Total Current Fee (BP)+PR	Total Proposed Fees (BP)+PR	Total Current Fee (BP)+PR	Total Current Fee (BP)+PR	Total Current Fee (BP)+PR	Total Current Fee (BP)+PR	Total Current Fee (BP)+PR	Total Current Fee (BP)+PR	Total Current Fee (BP)+PR	
Single Family Dwelling (Custom)	R3	1,199	83,000.00	885.04	\$ 2,254.12								
Attached Garage	U	900	21,000.00	394.45	\$ 843.75								
TOTAL		2,099	104,000.00	1,279.49	\$ 3,097.87			1,569.31	1,943.62	1,683.60		2,077.39	
Production Home		1,199	83,000.00	708.01	\$ 1,735.32								
Attached Garage		900	21,000.00	394.45	\$ 421.88								
TOTAL		2,099	104,000.00	1,102.46	\$ 2,157.20			1,337.23	1,866.40	1,683.60		1,840.80	
Single Family Dwelling (Custom)	R3	2,366	221,000.00	1,932.46	\$ 3,525.37								
Attached Garage	U	480	12,000.00	311.65	\$ 702.00								
TOTAL		2,846	233,000.00	2,244.11	\$ 4,227.37			2,812.55	2,841.30	2,499.61		3,012.33	
Production Home		2,366	221,000.00	1,545.93	\$ 2,456.30								
Attached Garage		480	12,000.00	311.65	\$ 351.00								
TOTAL		2,846	233,000.00	1,857.58	\$ 2,807.30			2,396.61	1,822.00	2,499.61		2,675.51	
Single Family Dwelling (Custom)	R3	3,132	292,000.00	2,471.35	\$ 4,416.12								
Attached Garage	U	1,910	45,000.00	615.25	\$ 1,060.05								
TOTAL		5,042	337,000.00	3,086.60	\$ 5,476.17			3,814.86	3,507.32	3,099.61		4,152.66	
Production Home		3,132	292,000.00	1,977.03	\$ 2,893.36								
Attached Garage		1,910	45,000.00	615.25	\$ 709.77								
TOTAL		5,042	337,000.00	2,592.28	\$ 3,603.13			3,250.69	3,758.29	3,099.61		3,684.21	
Single Family Dwelling (Custom)	R3	4,017	374,000.00	3,093.73	\$ 5,262.27								
Attached Garage	U	733	18,000.00	366.85	\$ 786.14								
TOTAL		4,750	392,000.00	3,460.58	\$ 6,048.41								
Production Home		4,017	374,000.00	2,474.92	\$ 3,367.68								
Attached Garage		733	18,000.00	366.85	\$ 524.93								
TOTAL		4,750	392,000.00	2,841.77	\$ 3,892.61								
New Retail Bldg	M	99,585	6,215,000.00	57,034.36	\$ 47,800.80			67,736.60	38,112.77	37,739.36		50,098.54	
Surgery Center	12.1	7,734	4,900,000.00	49,778.90	\$ 12,683.76								
Church	A	19,700	6,750,000.00	66,798.90	\$ 22,458.00			72,639.75	41,025.85	40,608.26		20,364.43	
Learning Facility	E	9,720	850,000.00	12,518.90	\$ 10,303.20								
New Fleet Building	B/S1	14,185	2,850,000.00	30,918.90	\$ 15,887.20			35,879.00	19,790.35	19,694.51		15,272.29	

*Staff has confirmed that neither the Cities of Sacramento nor Roseville have established their fee list at Full Cost Recovery. Further, neither City has reviewed nor updated their fee schedule for many years.

Proposed Combined Entitlement Fee Percentage Matrix

Entitlement*	% Reduction
General Plan Amendment	20%
Specific Plan/Special Planning Area Amendment	10%
Rezone	25%
Zoning Ordinance Amendment	25%
Design Review	25%
Design Review Amendment	50%
Development Agreement	10%
Development Agreement Amendment	10%
Conditional Use Permit	25%
Conditional Use Permit Amendment	25%
Tentative Parcel Map	25%
Tentative Parcel Map Amendment	35%
Tentative Subdivision Map	25%
Tentative Subdivision Map Amendment	35%
Uniform Sign Program	25%
Uniform Sign Program Amendment	25%
Variance	10%

* Any entitlement not listed in the above matrix is not eligible for the “combined entitlement” fee reduction.

ATTACHMENT 4

Selected Public Works Fee Comparisons										
Service Title	Elk Grove Full Cost Recovery	Elk Grove Current Deposit	Elk Grove Proposed Fee	Folsom	Lodi	Stockton	City of Sacramento	West Sacramento	Ranch Cordova	Sacramento County
Certificate of Correction	\$600	N/A	\$600 Fixed Fee	\$2,599	N/A	\$1,792	\$250 Deposit	N/A	Invoiced on T&M Basis	Recording Fees Only
Encroachment Permit for Annual Accounts (Cable TV, PG & E, SMUD, Frontier, Homebuilders, etc)	\$9,002	\$47	\$2,000 Deposit (may be reduced at Director's discretion)	\$2,319	\$39 + 5% of Construction Costs	\$523 + \$2 per foot	Invoice at Actual Cost	\$33 + Engineering Fees	\$350 Deposit	\$350 + \$10 IT Recovery Fee, \$2,500 Security Deposit or Bond
Encroachment Permit Major (Pavement Cuts, Utility Improvements Projects, etc.)	\$7,138	\$250	\$2,000 Deposit (may be reduced at Director's discretion)	\$118 + \$1.71/sq. ft.	\$39 + 5% of Construction Costs	\$523 + \$2 per foot	\$300 Deposit	\$33 + Engineering Fees	\$1,500 Deposit	\$350 + \$10 IT Recovery Fee, \$2,500 Security Deposit or Bond
Encroachment Permit Minor (driveways, culvert repair/replacement, non-construction encroachments)	\$250	\$250	\$250 Fixed Fee	\$118 + \$1.71/sq. ft.	\$78	\$523	\$300 Deposit	\$33 + Engineering Fees	Plan Check: \$2,000 Deposit Inspection: Deposit based on	\$100 + \$3 IT Recovery Fee
Building Permit On-Site Support (reviews and/or inspections)	N/A	Billed at Actual Cost through Engineering Fees	\$1,500 Deposit	Same as Engineering Fees	\$698 Commercial \$122 Residential Inspection ???	\$6,485 < 5 ac \$7,775 5-10 ac + \$68 /ac > 10 ac	\$300 Deposit	Actual time @ \$85/hr	Actual time @ \$85/hr	\$950 Deposit T & M @ \$120 - \$145 /hr
Final Map Amendment/Revision	\$2,500	\$500	\$2,500 Fixed Fee	\$9,376	N/A	N/A	\$500 Deposit	Deposit TBD on \$85/hr	Invoiced on T&M Basis	Invoiced on T&M Basis @ \$120 - \$145 /hr
Final Parcel Map	\$7,000 Residential \$9,200 Commercial	\$300	\$7,000 Residential \$9,200 Commercial Fixed Fee	\$5,023	\$300 + \$11 per lot + County Fees	\$3,341 + \$12 per lot	\$2,200 Deposit	\$85 + \$450 deposit on \$85/hr	\$1,500 Deposit	\$300 Deposit T & M @ \$120 - \$145 /hr
Final Subdivision Map	\$9,500	\$500	\$7,000 + \$70 per lot Fixed Fee	\$9,376	\$241 + County Fees	\$3,674 + \$12 per lot	\$2,800 + \$25/lot Deposit	\$85 + \$600 deposit on \$85/hr	\$2,500 Deposit	\$500 Deposit T & M @ \$120 - \$145 /hr
Reversion to Acreage (5 lots or greater)	\$4,000	\$500	\$4,000 Fixed Fee	\$4,209	\$1,458	\$1,491	\$1,700	Deposit TBD on \$85/hr	\$1,007 Deposit	\$250
ROW Vacation / Abandonment	\$5,500	\$850	\$5,500 Fixed Fee	\$2,143	\$1,169	\$2,797	\$500 Deposit	Deposit TBD on \$85/hr	\$850 Deposit	\$1,461.50
Street Blocking/Special Use Permit	\$690	\$20	\$50 Fixed Fee	\$54 + Actual Cost for City Support as needed	\$39	\$50	\$25 - Res. Block Party <500 people - \$75 500-3000 - \$200	\$0 - \$50 App Fee Cost Recovery for Certain Event Types CM May Waive Fee	\$20	N/A

COMPREHENSIVE USER FEE STUDY

CITY OF ELK GROVE, CA

FINAL
May 26 , 2011

Willdan Financial Services



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Temecula, CA 92590

T: 951.587.3500

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May 26, 2011

Rebecca Craig
Assistant City Manager of Development Services
City of Elk Grove
8401 Laguna Palms Way
Elk Grove, California 95758

Dear Ms. Craig,

Willdan Financial Services (Willdan) is pleased to present this report on the Development Services User Fee Study conducted for the City of Elk Grove (City).

This study was undertaken with the objective of allowing the City to continue its operations at the level of service the community has come to expect and to determine the cost of said services. The focus of this study is to determine the amount of revenues necessary to fully fund the costs of providing services to each customer. The calculation of the full costs of services can then be used as a guideline for the City to determine the appropriate level of cost recovery. Our report outlines the approach, methodology, findings, and conclusions of this study.

This report has been prepared using generally accepted fee setting techniques. The City's Development Services Budget and Salary Schedule were the primary sources for the data contained within this report. Willdan worked closely with City staff over the course of this project. The conclusions contained within this report provide the City with a set of recommendations to provide stable defensible funding for continued City services, based on a cost of service analysis that will result in fair and equitable user fees to the City's end users.

Thank you, it was a pleasure working with you; and thank you to Marsha, Andrew and other staff members at the City for the support and cooperation extended throughout the study.

Sincerely,

Willdan Financial Services

Katie Wilson
Principal Consultant



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EXECUTIVE SUMMARY

The City of Elk Grove engaged Willdan to conduct an objective analysis of the full costs incurred by the City in support of various activities for which the City's Development Services Department collects user fees. The City worked closely with the community's Industry Group throughout the course of this project to develop a fee schedule that is fair, equitable and satisfactory to both the development community and the City as a whole. The analyses of full costs for services were used as an informational tool for the City. The City ensured while discussing proposed fee levels with the development community, that they did not create any unnecessarily high general fund subsidies, and that any subsidies were indeed attributable to general benefit to the community.



STUDY OBJECTIVE

The City of Elk Grove engaged Willdan Financial Services to conduct an objective analysis of the full costs incurred by the City in support of various activities for which the City’s Development Services Department currently charges user fees. As the City of Elk Grove manages resources wisely and responds to increased service demands with increasingly limited financial resources available to provide these sought after services, the City needs a variety of tools to confirm that it has the best information and the best resources to make sound decisions that are in its community’s best interest, set fees fairly and legitimately, maintain compliance with state law and local policies, and meet the objectives of the City policy makers and their constituency. Given the limitations on raising revenue in local government, the City has recognized that a User Fee Study is a responsible and appropriate way to understand the total cost of elective services and identify potential fee adjustments and/or changes in fee structure, as well as the impacts any changes may have on revenue generation. The reality of the local government fee environment, however, is that significant increases to achieve 100% cost recovery are often not feasible, desirable, or appropriate—particularly in a single year.

A common perception of fee payers in industry groups and the public is that fee studies are completed as a means of revenue generation, as opposed to cost recovery for the expense of providing services. However, a quality User Fee Study is truly much more than just a revenue tool. This type of cost-of-service study is also a valuable management tool, with a wealth of information and perspectives that can help the City better understand its operations and financial circumstances, and thus, lead to improved service delivery and responsiveness to the demands of the public. The study process, consultant input, and results have a variety of other important outcomes, as follows:

- Calculate specific fee subsidies and overall revenue impacts of current and potential fees;
- Identify new fees, cost recovery strategies, and other revenue opportunities for the City;
- Clearly identify the cost of administrative activities to support operating departments and programs;
- Create an enhanced internal understanding of administrative programs and support activities;
- Allow the City to compare its costs with neighboring jurisdictions in order to help maintain a “competitive edge”;
- Quantify productivity and staffing shortages;
- Measure the distribution of staff effort of specific positions to individual tasks and service areas, which can help managers more effectively prioritize work tasks;
- Ensure that the City’s fees are consistent with state laws and interpretations;
- Make the fee schedule strongly defensible to challenges from the public, special interest groups, City Council, and the courts; and
- Foster a better understanding of workflow and staff involvement in specific services and activities.

With these benefits in mind, the City engaged Willdan to conduct an objective analysis of the full costs incurred by the City in support of various services and activities for which the City charges user fees. The principal goal of the study was to demonstrate and help the City determine the full cost of the services that are provided by the Development Services Department. In addition, Willdan established a series of additional objectives for the study and the City, including:

- Develop insight and a rational basis for setting fees
- Identify subsidies
- Balance revenues



- Understand the context and principles of user fees
- Enhance fairness and equity
- Ensure compliance with State law
- Develop an updatable and comprehensive list of fees

The City can use the study results to better understand its true costs and as the basis for making informed policy decisions regarding the most appropriate fees , if any, to collect against 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 City’s Development Services Department for the following divisions:

- Building Division
- Public Works Division
- Planning Division

The study involved the identification and inventorying of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, project management, and calculation of individual service costs (fees) or program cost recovery performance. It is important to note that while the calculations for the Public Works fees were completed by City staff, the same methodology was employed and the fees were reviewed by Willdan. The revised Public Works fees are incorporated within this Report. As previously stated, the methodology and results of the internal analysis of the Public Works fees were reviewed by Willdan and we have found them to be supportive of the generally accepted fee setting principals that are accepted in the land development industry.

The User Fee Study focused on the cost of City services delivered by staff and/or by contracted professionals, at existing, known, or reasonably anticipated service and staffing levels. This study was not a “management study” that attempted to identify, evaluate, or quantify potential cost savings opportunities, efficiency and effectiveness improvements, performance or productivity, staffing or organizational structure, process changes, risk mitigation, or other factors that could later influence operating practices and the cost of specific services.

AIM OF THE REPORT

This report serves as the nexus between services required and the costs to provide these services (both direct and indirect) in order to calculate fee rates to capture the total cost. This document provides a summary presentation of the study results, as well as a general description of the approach and methods Willdan and City representatives used to determine the cost of services. Some issues are presented to give the City a better understanding of the background for the results and the study processes. However, the report is not intended to document all of the discussions involved with the study, nor is it intended to provide persuasive discourse on the relative merits of the tools, techniques, methods, or other approaches used in the study. The main source of detailed information from this study is the series of worksheets and workbooks that contain the source data and calculations that lead to the final results. These detailed spreadsheets, created using Microsoft Excel, are represented as the appendices to this report. The spreadsheet models have been provided to City staff to allow for periodic updating, as costs, staffing levels and service offerings may change in the future.



LOCAL GOVERNMENT USER FEE BACKGROUND

BACKGROUND

As part of an overall funding strategy, local governments have adopted user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. With rising demands for services and restrictions on most other funding sources, cities have increased scrutiny of subsidies provided by the General Fund to other funds and to service recipients that reap the majority of the benefits. To the extent that the government uses general tax monies to provide an individual with a private benefit and not require the individual to pay the cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide a community-wide benefit. In effect, the government is using community funds to pay for a private benefit. Unlike most revenue sources, cities have tremendous control over the amount of user fee revenue they charge to recover costs (so long as they are not setting fees higher than the true cost of providing the services) or the subsidies they can implement.

Fees in California are required to conform to the statutory requirements of the California Constitution, the Mitigation Fee Act (the “Act”), and the California Code of Regulations (Government Code §§66000 et. seq.). According to the Act, public agencies can impose fees for government services when (1) the individual’s decision to use the service is voluntary and (2) the fees charged to an individual user are reasonably related to the level of service rendered and the cost of providing that service. Before adopting any fee covered by the Act, the City is required to hold at least one public hearing as part of a regularly scheduled City Council meeting to allow for public comment on its proposed fees. The Act also requires that the City Council adopt fees by either ordinance or resolution, and if any fees are in excess of the estimated total cost of rendering the related services the City must present the question of the amount of fees to a popular vote of two thirds of those electors voting because the charge would be considered a tax and no longer a fee.

The defining principle behind a user fee is the nature of the individual or private benefit that results from the service for which the fee is charged. With the inflexibility and categorical requirements of many funding sources, “taxes” (as embodied by the General Fund) are generally levied and used to pay for services that benefit the public as a whole (i.e., community benefit). Of course, a number of “gray areas” exist to complicate the specific categorization of charges, since many services that appear to benefit a single group may have secondary benefits to others. The City Council is responsible for setting the final fee levels that reflect the local policies and intent regarding cost recovery.

RECENT HISTORY OF USER FEES

Before Proposition 13, California cities were not as concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, the majority of cities had the option to raise 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 ushered in 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.



Proposition 218 (1996) further limited the imposition of certain classes of fees that are property related. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist any efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, 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. The “ERAF” take-away of property taxes and the reduction of Vehicle License Fees severely reduced local tax revenues.

Cities (and counties) faced significant funding troubles in the face of rising and uncontrollable costs, increased citizen demands, and continued imposition of state mandates. The flexibility of local government budgets to address their own priorities was hampered by categorical grants, earmarked funds, mandates, maintenance of effort requirements, and funding match requirements. As expected, cities and counties sought relief.

To cope with the funding shortages, local government was forced to enact service reductions, seek reimbursement from the state for more and more mandated services (SB 90 Mandated Cost Reimbursement), and impose a wider range and higher levels of user fees and impact fees. In turn, to appease local government and transfer some control and responsibility, the state delegated more authority to charge user fees.

After a series of real and/or perceived abuses, a focused and influential user fee backlash occurred in the mid-1990's that required further clarification and limitation of user fee practices. Special interest groups (led by the building industry) challenged the fees in a number of cities and counties, resulting in a series of lawsuits, special studies, and formal opinions from the California Attorney General (1995) and Legislative Counsel (1997).

Continuing this movement, on November 2, 2010, California voters approved Proposition 26. Proposition 26 added new definitions to the California Constitution so that “regulatory fees” are now considered to be special taxes subject to the approval of the voters. A specific exception is recognized for development impact fees. The fees covered by this report are thus outside the scope of Proposition 26.

The result of these actions is an environment of significant scrutiny on all fees. Local government has been forced to pay greater attention to the methods and basis for new fees, since they can be readily challenged. The focus of fee-setting decisions has shifted from the revenue needs to cost recovery of the services provided. “Pay to Play” principles have become more prominent as a way to ensure equity and fairness for all citizens. In addition, the issue of subsidies has come to the forefront, since it has become less tolerable to use general taxpayer funds to subsidize the private activities that benefit a sole user — at the expense of more public safety and social services.

ADDITIONAL POLICY CONSIDERATIONS

Economists and government practitioners advocate the use of fees to finance the actual costs of certain public services that primarily benefit users. Fees are imposed because they recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting direct cost of labor and materials associated with processing and administering user services, it is common for local governments recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Appropriate central services support cost allocations (support costs) were derived from the City's Full Cost Allocation Plan and separate Information Services Department allocation.

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 be adopted with the flexibility to remain current. Consequently, it is



recommended that the City include an annual inflation factor in the resolution adopting the fee schedule that allows the City Council, by resolution, to annually increase or decrease the fees based upon published information such as the Consumer Price Index (CPI) or the Employee Cost Index for State and Local Government Employees. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years.



PROJECT APPROACH AND METHODOLOGY

CONCEPTUAL APPROACH

The basic concept of a User Fee Study is to determine the “full cost” of each service provided by the City for which the City charges a user fee. The full cost may not necessarily become the City’s fee, but it serves as the objective basis, as to the maximum amount, from which the City officials can make informed decisions regarding the final fee level. In order to determine the full cost for each fee service and provide a basis for the City to establish full cost recovery, the cost analysis may incorporate the following cost components:

- Direct Salaries & Benefits
- Services and Supplies
- Indirect Activities
- Supervision and Support
- Cross-Department Support
- Department Administration
- Citywide Administration (CAP)
- Facility Use
- Capital (annualized)
- Anticipated Growth

One of the critical methods used to ensure full cost recovery rates was to establish annual productive (or “billable”) hours for staff. The study reduced the full-time annual hours (2,080) by the non-billable hours, such as holiday, vacation, sick leave, and the like. By using only the true number of productive hours per employee, the study ensures that hourly rates and the resulting costs reflect levels necessary to recover the full cost of services in a particular year given the true hours of availability.

The standard fee limitation established in California law for property-related (non-discretionary) 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 and time estimates clearly indicates reliance upon estimates for some data. The cost figures used as the basis for the study were from the City of Elk Grove’s FY 2009/10 Adopted Budget.

In addition, this report has been peer reviewed and also subjected to a third-party quality assurance review by Willdan’s in-house CPA to ensure that the estimates are reasonable. The study did not utilize any arbitrary data or other information that could not satisfy the estimated/reasonable standard.

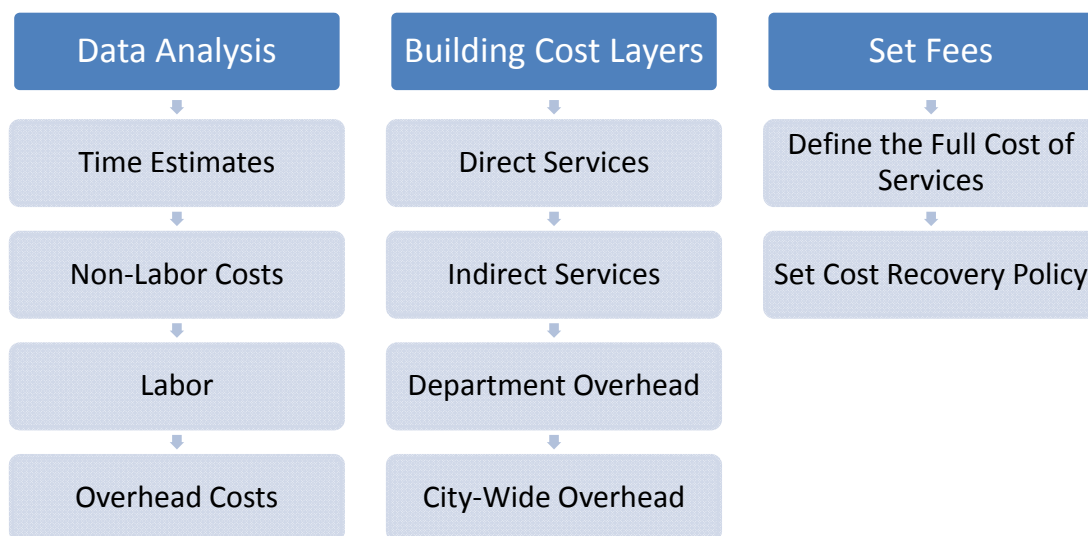
FULLY BURDENED HOURLY RATES

The total cost of each service included in this analysis is based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing a service. The FBHRs not only include personnel salary and benefits but also departmental overhead costs (operation costs and administration personnel costs), and central services overhead costs. The FBHRs are then multiplied by the average estimated number of hours, or portion thereof, by position, needed to complete each service. The result is the total cost to the City for rendering a service. The total cost is also referred to as the full cost recovery fee.



SUMMARY STEPS OF THE STUDY

The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



Each of these steps is a significant undertaking with many subtasks, iterations, review, and quality control requirements.

METHODOLOGY

The methods of analysis for calculating fees used in this report are as follows:

Unit Based Method: This method of calculating costs of service has been employed when services requested by an individual within the community have standard expected demands of the City's resources. By calculating the City's anticipated costs for the service, the City is able to inform the individual of the cost of service and recover the costs associated with the service.

Case Study Method: 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 vary dramatically for a service, or for special projects where the time and cost requirements are not easy to identify and quantify 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.

When applicable, Willdan employed the methodologies to provide both a macro and micro analysis of the City's cost recovery or user fee services.



QUALITY CONTROL / QUALITY ASSURANCE

All study components are interrelated, so flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. To avoid accuracy problems and other quality obstacles, Willdan incorporates a rigorous Quality Control process with checks at every critical step in the study process.

The Quality Control measures ensure that the study managed all of the issues, appropriately accounted for positions and resources in the models, and factored all other data fairly and accurately in the study. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Process checklists
- Reasonableness tests and validation
- Normalcy/expectation ranges
- Consumption of staff hours
- FTE balancing
- Internal and external reviews
- Cross-checking

CITY STAFF CONTRIBUTIONS

As part of the study process, Willdan received tremendous support and cooperation from City staff, who 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
- Activity statistics (fee volumes) and current fee levels
- Review of draft results and other documentation
- Information and characterizations of existing relevant issues and policies

A User Fee Study requires significant involvement of the managers and staff from the divisions in addition to their existing workloads and competing priorities. The contributions from City staff were critical to the success of the study. The individuals involved should be commended for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

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COMPOSITION OF REPORT

COST RECOVERY ANALYSIS

The services and related fees of each of the divisions are addressed separately as follows:

- Building Division
- Public Works Division
- Planning Division

Each section consists of a list of departments supporting the service activities, results for the actual costs of service, and a summary of the recommendations for each division included in the study.

FULLY BURDENED HOURLY RATES

The City of Elk Grove currently staffs a handful of positions in the Building, Planning and Public Works Divisions and contracts a significant portion of Development Services activities to third party consultants. As such, the calculations of the costs to provide a service needed to factor in the different cost centers and how it impacts the department and the City as a whole. The fully burdened hourly rate (FBHR) calculations are presented in [Appendix A](#). This model is based on total direct annual salaries and benefits costs of each position, departmental overhead costs (operation costs and administration personnel costs), and the allocations of central services overhead costs based on the position's proportional share of departmental personnel costs. Certain personnel are staffed based on a contractual basis with the City and each of those positions have been appropriately accounted for within the Appendix. [Appendix A](#) contains all considerations of employment and the direct and indirect costs associated with each position. The main objective of this venture is to determine the true cost of each position in providing user services. It is provided as an appendix for easy reference to the positions and associated FBHRs listed in the full cost recovery model, which is used to determine the total cost to provide each service.

COST RECOVERY

The cost recovery models, by division fee type, are presented in detail in [Appendix B](#). Full cost recovery is determined by multiplying each position's FBHR by the estimated amount of time (in increments of minutes or hours) each position spends to render a service, then adding all components together to determine the full cost. The estimated time of how long it takes City staff to render each service is determined by City staff through a time and materials survey which is conducted by Willdan through on-site interviews with representatives from each division that provides services for which a fee is collected. The resulting cost recovery amount represents the total cost for 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 and materials survey, used in determining the amount of time each employee spends on assisting in the provision of the services listed on the fee schedule, is essential in indentifying the total cost of providing each service. 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.



FINDING AND RESULTS

PLANNING

The Planning Division provides leadership in defining the community's vision and ensures that development occurs in an orderly and safe manner, which is sensitive to the community, avoids unnecessary impacts to the environment, meets the needs of the public, and improves the quality of the built environment by promoting high quality, excellent architecture, urban design and well-designed public environments that reflect community values, heritage and progressive design practices. Responsibilities include preparing and updating the General and Specific Plans, processing development applications (variances, conditional use permits, subdivisions, design review, etc.), historic districts, mobility planning and urban design review. The well thought out fee calculations for this division came about through both the calculation of total costs of services and the benefits provided to both the end user and the City as a whole. Details of fees may be found in [Appendix B](#).

BUILDING AND SAFETY

The Building and Safety Division reviews all building construction and changes in use of existing buildings on privately owned property. City owned facilities also are reviewed by Building and Safety to ensure that City projects are developed to the same rigorous standards as privately owned property. In addition to the existing services provided by this division, new State regulations require that building activities are more environmentally conscientious. Such additional requirements have been factored into the total amount of time that it would require staff to complete a service.

PUBLIC WORKS

The proposed Public Works fees were calculated using a minimum of 3 years of historical cost data. Data for each type of service were evaluated for consistency and some data outliers were discarded from further consideration. Those service types that resulted in consistent data points are recommended for fixed fees since full cost recovery would be possible. Most service types that had inconsistent data points or very limited data sets are recommended for time and material billings since historical records indicated that fixed fees could not be relied on to obtain full cost recovery. Some service types with limited data (e.g. certificate of correction and final map amendment/revision) were established using professional judgment because the actual cost was more easily defined.

The result of this analysis yielded the following:

Fixed Fees set at full cost recovery

Plan check, construction inspection, final parcel and subdivision maps, etc.

Fixed Fees Set below full cost recovery

Some proposed fixed fees (i.e. minor encroachment permits and street blocking/special use permits) are proposed to be set at amounts lower than full cost recovery because the City does not want to discourage its customers, namely the residents, from obtaining a permit for these services. Other fixed fees, namely transportation permits, have been recommended at below the full cost recovery because the amount of fee is limited to State statutory requirements.



Time and Material Fees

For service activities that are to remain as time and material based fees, the amount of deposit to be placed by the applicant was determined to be approximately 80% of what the average historical cost indicated. Any funds remaining on deposit at such time as the application or project is complete (or for that matter, if the application is withdrawn) will be returned to the applicant. Any additional charges in excess of the deposit will be billed to the applicant.

FEE SETTING CONSIDERATIONS

The principal goal of this study was to identify the full cost of services provided to the public in order to provide information to help the City make informed decisions regarding the actual fee structures, levels and charges. The responsibility to establish the final fee levels is a complicated and serious 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 that truly reflect the best interest of the community.

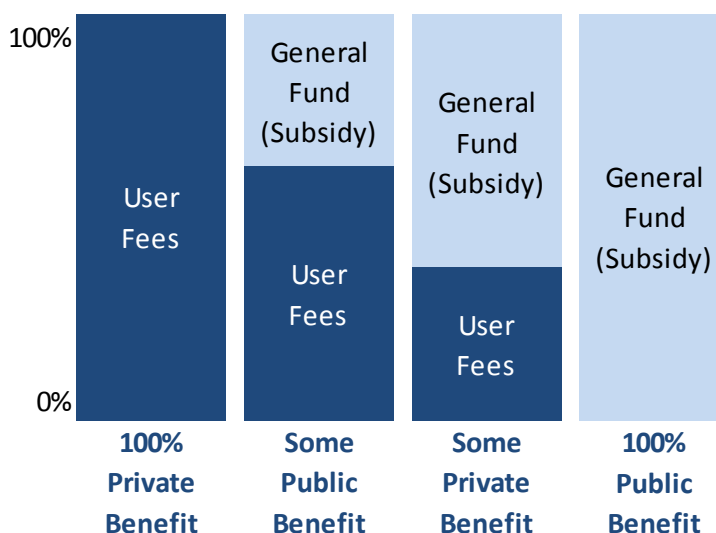
City staff assumed the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the Council in their ultimate decision since numerous current matters interrelate with how to best utilize administrative and political discretion. To assist the City's deliberations, Willdan offers the following general considerations:

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 primarily benefit the public should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, a large number of services fall into the range between these two extremes (i.e., some planning and recreation services). The following graphic illustrates the potential decision basis:

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. 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 (e.g., graffiti removal) 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, such as appeals without burdensome costs.





It is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits and/or other City services will be reduced because funds used to finance these activities are otherwise directed to cover subsidies.

CONSISTENCY WITH CITY PUBLIC POLICY AND OBJECTIVES

The fee levels and policies should be consistent with other established policy objectives, strategies, and statements. If the City advocates cost recovery and fairness, fees should reflect those standards by minimizing subsidies. However, should the City express a desire, for example, to encourage low-income housing, the fee structure should make allowances to encourage this type of development. In summation, the existing policy stances should influence the fee decisions.

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 fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

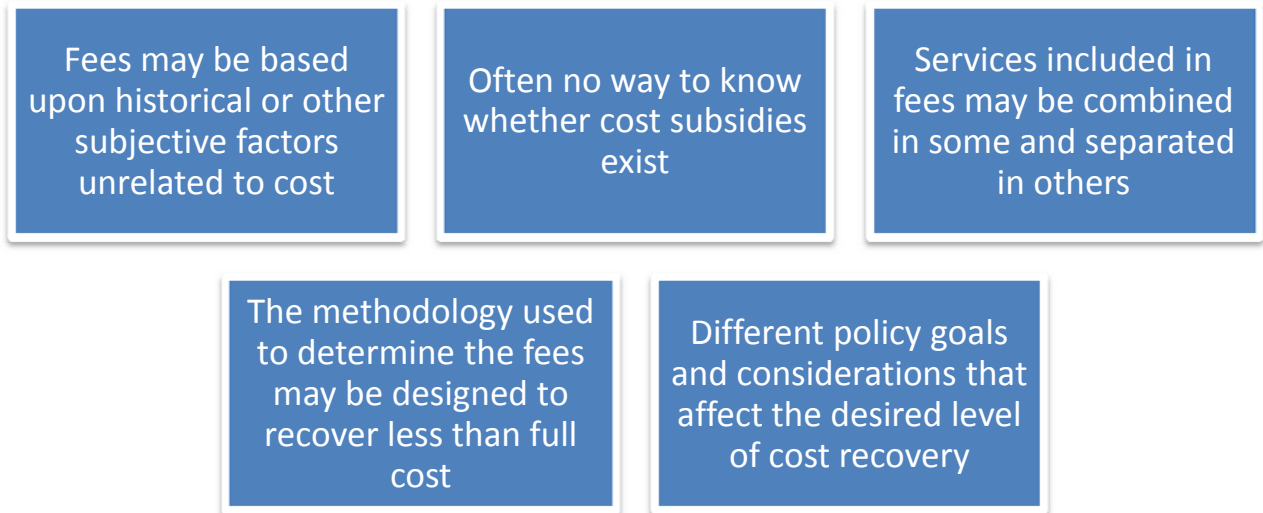
LEGAL COMPLIANCE

By following the standards set forth in the Government Code, this User Fee Study identified the full cost recovery fee levels. Nonetheless, the City could choose to ignore the fee limitations for non-discretionary service and establish fee levels in excess of full cost. There may even be a low risk of challenge in some areas. Willdan recommends that the City always make fee-setting decisions which maintain compliance with both the spirit and letter of established legal standards.

FEE COMPARISON ISSUES

With the availability of the cost results from this study, including a sample survey of neighboring cities' fees, the City is able to conduct a comparison of its costs and/or fees with neighboring or similar cities. While such a comparison is often an attractive concept to local government when considering fee setting, the City should recognize a number of significant limitations that affect the validity and reliability of comparisons.

Direct comparisons of fee levels across the surveyed cities are somewhat limited, due to the wide differences in fee structures, definitions, and program types. The value of the comparison is to permit the City to develop a sense of its place in the range of fee levels among comparative cities, and not to establish a clear understanding of their specific cost circumstances. In fact, the comparison results do not, in any way, indicate the cost of the services provided by the various jurisdictions. This situation may exist for a variety of reasons, including:



Even if the studies treated the costs equally, there are a number of factors that may create legitimate and reasonable variances in costs between different cities. These cost factors include:

- Salaries and benefits
- Services and supplies
- Overhead levels
- Billable hours
- Other non-direct time
- Capital costs (annualized)
- Cross-department costs
- Cost-recovery of associated services
- Reserve contributions
- Staff longevity
- Service levels
- Efficiency

With the potential for numerous extraneous factors to affect the differences in fee levels between cities, it is important to realize that the value of a fee comparison is generally limited to market based decision-making. There is very little relevance of current fee levels in other cities to the actual costs and current subsidies in Elk Grove. However, from a market rate /cost comparison perspective, as part of the model, a select comparison of common fees related to each department has been developed.



APPENDIX A – FULLY BURDENED HOURLY RATE

Department Job Classification	Annual Salary & Benefits										Allocation			Fully Burdened Direct Labor ⁹		Fully Burdened Hourly Rate ¹¹		
	42% Benefits (Salary + Benefit %)		Annual Salary & Benefits		Biliable		NON-Biliable		NON-Biliable		Department Overhead Cost ⁷		Central Services Overhead Cost ⁸		Annual Productive Hours ¹⁰		Fully Burdened Hourly Rate ¹¹	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
City Data ¹	(0.42 * A)	(A+B)	City Data ²	City Data ²	(C/D)	City Data ²	(E/F)	(1 - F)	(E+H)	(G * 0.14)	(G * 0.33)	(G+J+K)	(L/M)					
Assistant City Manager	160,000	67,200	227,200	50%	113,600	5%	5,680	85%	107,920.00	822	1,874	8,376	203.04					
Finance Analyst	67,200	28,224	95,424	5%	4,771	0%	-	100%	4,771.20	278	634	2,853	85.84					
Finance Analyst	67,645	28,411	96,056	20%	19,211	10%	1,921	90%	17,290.06	1,298	2,960	13,228	165					
Management Analyst	63,175	26,534	89,709	20%	17,942	50%	8,971	50%	8,970.85	1,298	2,960	13,228	165					
Accounting Tech	45,732	19,207	64,939	20%	32,470	20%	6,494	80%	25,975.78	939	2,142	9,576	165					
Planning Director	115,000	48,300	163,300	40%	65,320	80%	52,256	20%	13,064.00	7,559	17,240	77,055	528					
Building Official	115,000	48,300	163,300	40%	65,320	20%	13,064	80%	104,512.00	3,779	8,620	38,528	264					
Admin Assistant	45,760	19,219	64,979	60%	38,988	10%	3,899	90%	35,088.77	564	1,286	5,749	99					
Admin Assistant	45,875	19,268	65,143	60%	39,086	10%	3,909	90%	35,176.95	565	1,290	5,763	99					
Public Works Director	140,000	58,800	198,800	50%	99,400	5%	4,970	100%	94,430.00	719	1,640	7,329	41					
City Attorney	175,000	73,500	248,500	0%	-	0%	-	0%	-	-	-	-	-					
Assistant City Attorney	105,478	44,301	149,779	0%	-	0%	-	100%	-	-	-	-	-					
Deputy City Attorney	88,853	37,335	126,228	0%	-	0%	-	100%	-	-	-	-	-					
City Total	1,234,758	1,753,356	561,427	0%	561,427	0%	114,227	100%	447,200	16,523	37,686	168,436	203.04					

Department Job Classification	Annual Contractor Cost										Allocation			Fully Burdened Hourly Rate ¹¹			
	1650 Annual Cost (Rate * Annual Hours)		% Allocated to User Fee Activity		Biliable		NON-Biliable		NON-Biliable		Department Overhead Cost ⁷		Fully Burdened Direct Labor ⁹		Fully Burdened Hourly Rate ¹¹		
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
City Data ¹	(1650 * A)	City Data ²	City Data ²	(B * C)	(D * E)	(D * E)	(1 - E)	(D * G)	(B * 0.14)	(C * 0.33)	(F * I + J)	(L/M)					
Plans Engineer	135.00	222,750	10%	22,275	90%	20,048	10%	2,228	2,900	6,614	28,561	149					
Plan Examiner	135.00	222,750	25%	55,688	75%	41,766	25%	13,922	6,042	13,779	61,586	309					
Structural Engineer	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Senior Plans Examiner	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Supervising Permit Technician	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Permit Tech / Admin Staff	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Permit Tech / Admin Staff	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Permit Tech / Admin Staff	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Permit Tech / Admin Staff	65.00	107,250	30%	32,175	70%	22,523	30%	9,653	3,258	7,431	33,211	347					
Supervising Building Inspector	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Building Inspector III	115.00	189,750	100%	189,750	60%	113,850	40%	75,900	16,469	37,561	167,880	990					
Building Inspector III	100.00	165,000	100%	165,000	50%	82,500	50%	82,500	11,934	27,218	121,652	825					
Building Inspector II	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Building Inspector II	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Building Inspector I	-	-	0%	-	0%	-	100%	-	-	-	-	-	-				
Code Enforcement	75.00	123,750	95%	117,563	5%	5,878	95%	11,684	850	19,339	8,668	78					
Building Total	75.00	1,031,250	95%	582,450	5%	286,564	95%	295,886	41,452	94,543	422,559	78					



APPENDIX A - FULLY BURDENED HOURLY RATES (continued)

Department Job Classification	Annual Contractor Cost				Billable			NON-Billable			Allocation			Fully Burdened Hourly Rate ¹¹
	Hourly Rate	Annual Cost (Rate * Annual Hours)		User Fee Share	% of Directly Billable User Fee Activity ³	User Fee Billable Costs ⁴	% Allocated to NON-Billable User Fee Activity ⁵	Non-Billable User Fee Activity Costs ⁶	Department Overhead Cost ⁷	Central Services Overhead Cost ⁸	Fully Burdened Direct Labor ⁹	Annual User Fee Allocated Hours ¹⁰		
		City Data ¹	City Data ²										City Data ²	
Contract Manager Engineering Services														
Supervising Development Engineer	112.50	185,625	129,938	70%	103,950	100%	25,987.50	15,037	34,295	153,282	924	924	165.89	
Senior Engineer	98.49	162,909	92,813	70%	74,268	20%	22,751.19	13,164	30,024	134,193	924	924	145.23	
Supervising Development Engineer	112.50	185,625	90,585	50%	72,468	80%	18,117.00	10,483	23,909	109,487	660	660	165.89	
Senior Development Engineer	109.80	181,170	90,585	50%	72,468	20%	18,117.00	10,483	23,909	106,859	660	660	161.91	
Senior Development Engineer	109.80	181,170	90,585	50%	72,468	20%	18,117.00	10,483	23,909	106,859	660	660	161.91	
Senior Development Engineer	109.80	181,170	90,585	50%	72,468	20%	18,117.00	10,483	23,909	106,859	660	660	161.91	
Development Senior Construction Manager	103.50	170,775	85,388	50%	70,166	80%	68,310.00	2,470	5,634	26,715	165	165	152.62	
Development Engineer III	94.50	155,925	77,963	50%	70,166	20%	7,796.25	10,150	23,149	103,465	743	743	139.35	
Development Engineer III	94.50	155,925	31,185	20%	28,067	10%	3,118.50	4,060	9,260	41,386	297	297	139.35	
Development Engineer III	94.50	155,925	31,185	20%	28,067	10%	3,118.50	4,060	9,260	41,386	297	297	139.35	
Development Senior Field Observer III	87.30	144,945	129,641	90%	116,676	10%	12,964.05	16,878	38,494	172,048	1,337	1,337	128.73	
Development Senior Field Observer III	87.30	144,945	72,023	50%	14,405	80%	57,618.00	2,084	4,752	21,240	165	165	128.73	
Development Engineer II	85.50	141,075	70,538	50%	63,484	10%	7,053.75	9,163	20,944	93,611	743	743	126.08	
Development Engineer II	85.50	141,075	70,538	50%	63,484	10%	7,053.75	9,163	20,944	93,611	743	743	126.08	
Development Engineer II	85.50	141,075	126,968	90%	114,271	10%	12,686.75	16,530	37,700	168,500	1,337	1,337	126.08	
Development Engineer II	85.50	141,075	28,215	20%	25,394	10%	2,821.50	3,673	8,378	37,445	297	297	126.08	
Development Field Observer III	76.50	126,225	25,245	20%	22,721	10%	2,524.50	3,287	7,496	33,503	297	297	112.80	
Development Field Observer III	76.50	126,225	25,245	20%	22,721	10%	2,524.50	3,287	7,496	33,503	297	297	112.80	
Development Field Observer III	76.50	126,225	25,245	20%	22,721	10%	2,524.50	3,287	7,496	33,503	297	297	112.80	
Development Field Observer I	67.50	111,375	22,275	20%	20,048	10%	2,227.50	2,900	6,614	29,561	297	297	99.53	
Development Field Observer I	67.50	111,375	22,275	20%	20,048	10%	2,227.50	2,900	6,614	29,561	297	297	99.53	
Development Engineering Technician III	63.00	103,950	103,950	100%	83,160	20%	10,023.75	13,050	29,763	133,027	1,320	1,320	92.90	
Development Engineering Technician II	58.50	96,525	19,305	20%	17,375	10%	1,930.50	2,513	5,732	25,620	297	297	86.26	
Development Engineering Technician I	58.50	96,525	19,305	20%	17,375	10%	1,930.50	2,513	5,732	25,620	297	297	86.26	
Supervising Surveyor	82.49	136,109	122,498	90%	110,248	20%	22,289.19	12,857	29,414	131,468	924	924	142.28	
Senior Designer II	132.49	218,609	174,887	80%	152,466	70%	12,420.76	15,948	36,373	162,568	1,337	1,337	121.64	
City Engineer	120.00	198,000	19,800	10%	17,820	10%	1,980.00	2,578	5,879	77,365	396	396	195.37	
Real Property Manager	120.00	198,000	19,800	10%	17,820	10%	1,980.00	2,578	5,879	77,365	396	396	195.37	
Public Works Total		4,334,484	2,132,524		1,567,436		565,088	226,734	517,126	2,311,296	149	149	176.95	



APPENDIX A - FULLY BURDENED HOURLY RATES (continued)

Department Job Classification	Hourly Rate		Annual Contractor Cost		Biliable		NON-Biliable		Allocation			Fully Burdened Direct Labor ⁹	Annual User Fee Allocated Hours ¹⁰	Fully Burdened Hourly Rate ¹¹		
	A	B	C	D	E	F	G	H	I	J	K				L	M
	City Data ¹	(1850 * A) Annual Cost (Rate * Annual Hours)	% Allocated to User Fee Activity ²	User Fee Share (B * C)	% of Directly Biliable User Fee Activity ³	User Fee Biliable Costs (D * E)	% Allocated to NON-Biliable User Fee Activity ⁵	Non-Biliable User Fee Activity Costs ⁶	Department Overhead Cost ⁷	Central Services Overhead Cost ⁸	(F+I+J)				(1850*C*E)	(K/L)
City Data ¹	69.40	109,890	0%	113,886	0%	85,415	100%	28,471.50	12,355	28,180	125,950	1,114	N/A			
Admin Support	68.40	126,540	90%	113,886	75%	85,415	25%	28,471.50	12,355	28,180	125,950	1,114	113.09			
Admin Support II	72.00	133,200	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Archaeological Technician	65.70	121,545	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Assistant Planner I	72.00	133,200	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Assistant Planner II	75.00	139,860	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Associate Planner I	81.90	151,515	100%	151,515	50%	75,757.50	50%	75,757.50	10,959	24,994	111,710	825	135.41			
Associate Planner II	94.50	174,825	100%	174,825	50%	87,412.50	50%	87,412.50	10,959	24,994	111,710	825	135.41			
Biologist	75.60	139,860	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Community Development I	124.20	229,770	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Community Development II	99.90	184,815	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Cultural Resources Specialist	72.00	133,200	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Environmental Compliance Coord	90.00	166,500	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Finance Analyst	124.20	229,770	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Financial Consultant	68.40	126,540	0%	-	0%	-	100%	-	-	-	-	-	N/A			
GIS Analyst	94.50	174,825	0%	-	0%	-	100%	-	-	-	-	-	N/A			
GIS Specialist	88.40	166,500	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Graphics Production Manager	90.00	166,500	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Housing Coordinator	81.90	151,515	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Housing Specialist	75.60	139,860	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Planning Manager I	104.40	193,140	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Planning Manager II	114.30	211,455	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Planning Technician	114.30	211,455	100%	211,455	50%	105,727.50	50%	105,727.50	15,294	34,881	155,903	825	188.97			
Principal	54.90	101,565	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Principal Economist	124.20	229,770	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Principal Planner	103.50	191,475	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Project Manager	97.20	179,820	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Senior Associate	104.40	193,140	35%	67,599	95%	64,219	5%	3,379.95	9,289	21,187	94,696	549	172.61			
Senior Biologist	114.30	211,455	5%	9,657	100%	9,657	0%	-	1,397	3,186	14,240	83	172.61			
Senior Economist	99.90	184,815	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Senior Finance Analyst	94.50	174,825	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Senior Financial Consultant	157.50	291,375	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Senior Planner I	90.00	166,500	0%	-	0%	-	100%	-	-	-	-	-	N/A			
Senior Planner II	94.50	174,825	100%	174,825	40%	69,930	60%	104,895.00	10,116	23,071	103,117	660	156.24			
Planning Total		6,350,310		880,452		486,463		393,989	70,368	160,493	717,324		660	156.24		
Development Services Total		13,469,400		4,156,853		2,454,690		1,702,163	355,078	809,848	3,619,615					



APPENDIX B – COST RECOVERY ANALYSIS

The following tables provide the results of the case study methodology (time surveys) and the resulting full cost recovery amount. In addition, incorporated in this Appendix is the fee schedule that was formulated by the City based on their portion of the study.

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.						
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees
			(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)		
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits	Pre-Submittal Plan Review Meeting	Residential Single Family Dwelling (SFD)	7.00	1,169		No Charge
	Design Review	Residential Multi-Family (MFR)/Apt	23.00	3,300	0.12	No Charge
	Applicant Meetings	Commercial - Minor > 1,000	14.10	2,344	0.23	No Charge
	Submittal Requirements	Commercial - Major < 1,000	22.00	3,587	0.36	No Charge
		Commercial TI	9.50	1,585	0.16	No Charge
	Assembly Occupancies (1,000 square feet)	Theatres, auditoriums, churches	42.50	6,804	0.68	\$6,804
		1,000 square feet hours include CAL-Green				
	Assembly Occupancies (5,000 square feet)	Dining and drinking establishments & similar use	44.00	6,955	0.70	\$6,955
		Theatres, auditoriums, churches				
	Assembly Occupancies (10,000 square feet)	5,000 square feet hours include CAL-Green	83.25	13,705	1.37	\$13,705
	Dining and drinking establishments & similar use	61.75	10,076	1.01	\$10,076	
Fee Table costs are for Construction Types II-B, III-B, IV & V-B	Assembly Occupancies (10,000 square feet)	Theatres, auditoriums, churches	103.75	17,257	1.73	\$17,257
		Theatres, auditoriums, churches	82.75	13,942	1.39	\$13,942
	Assembly Occupancies (20,000 square feet)	Theatres, auditoriums, churches	132.50	22,532	2.25	\$22,532
		Dining and drinking establishments & similar use	117.50	20,118	2.01	\$20,118
	Assembly Occupancies (50,000 square feet)	Theatres, auditoriums, churches	171.50	28,934	2.89	\$28,934
		Dining and drinking establishments & similar use	171.00	29,627	2.96	\$29,627
	Assembly Occupancies (100,000 square feet)	Theatres, auditoriums, churches	294.00	49,873	4.99	\$49,873
		Dining and drinking establishments & similar use	307.00	52,325	5.23	\$52,325
	Business Buildings (1,000 square feet)	Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	41.00	6,680	0.67	\$6,680
		General office & similar - shell only	38.50	6,165	0.62	\$6,165
For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Business Buildings (5,000 square feet)	Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	62.75	10,494	1.05	\$10,494
		General office & similar - shell only	60.75	10,232	1.02	\$10,232
	Business Buildings (10,000 square feet)	Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	85.75	14,532	1.45	\$14,532
		General office & similar - shell only	78.75	13,501	1.35	\$13,501
	Business Buildings (20,000 square feet)	Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	117.00	19,998	2.00	\$19,998
		General office & similar - shell only	112.50	19,273	1.93	\$19,273
	Business Buildings (50,000 square feet)	Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	159.00	27,432	2.74	\$27,432
		General office & similar - shell only	143.50	24,505	2.45	\$24,505
	Business Buildings (100,000 square feet)	Banks, public buildings, car wash, libraries, laundromats, MOB, office + MOB OSHPD-3=add 20%	245.00	42,170	4.22	\$42,170
		General office & similar - shell only	239.00	41,390	4.14	\$41,390

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Service Application		Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees	
Service Title	Service Detail	(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)					
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Educational Buildings (1,000 square feet)	38.50	6,117			0.61	\$6,117	
	Educational Buildings (5,000 square feet)	55.25	9,143			0.91	\$9,143	
	Educational Buildings (10,000 square feet)	63.25	10,415			1.04	\$10,415	
	Educational Buildings (20,000 square feet)	99.25	16,954			1.70	\$16,954	
	Educational Buildings (50,000 square feet)	132.00	22,513			2.25	\$22,513	
	Educational Buildings (100,000 square feet)	224.00	38,334			3.83	\$38,334	
	Factory Buildings (1,000 square feet)	Category I	34.75	5,703			0.57	\$5,703
	Factory Buildings (5,000 square feet)	Category II	35.50	5,845			0.58	\$5,845
	Factory Buildings (10,000 square feet)	Category III	64.75	11,243			1.12	\$11,243
	Factory Buildings (20,000 square feet)	Category IV	60.00	10,315			1.03	\$10,315
	Factory Buildings (50,000 square feet)	Category V	75.75	13,102			1.31	\$13,102
	Factory Buildings (100,000 square feet)	Category VI	78.50	13,588			1.36	\$13,588
	Warehouse, warehouse/office & similar use	Category I	109.25	18,813			1.88	\$18,813
	Bakeries, dry-cleaning, cabinet/woodworking, printing	Category II	119.75	20,783			2.08	\$20,783
	Warehouse, warehouse/office & similar use	Category III	151.00	26,066			2.61	\$26,066
	Bakeries, dry-cleaning, cabinet/woodworking, printing	Category IV	162.50	28,179			2.82	\$28,179
	Warehouse, warehouse/office & similar use	Category V	222.00	38,555			3.86	\$38,555
	Bakeries, dry-cleaning, cabinet/woodworking, printing	Category VI	238.00	40,808			4.08	\$40,808
	Hazardous Occupancy (1,000 square feet)	Category I	36.00	5,822			0.58	\$5,822
	Hazardous Occupancy (5,000 square feet)	Category II	40.00	6,492			0.65	\$6,492
Hazardous Occupancy (10,000 square feet)	Category III	63.75	11,000			1.10	\$11,000	
Hazardous Occupancy (20,000 square feet)	Category IV	73.00	12,297			1.23	\$12,297	
Hazardous Occupancy (50,000 square feet)	Category V	79.75	13,829			1.38	\$13,829	
Hazardous Occupancy (100,000 square feet)	Category VI	113.75	19,677			1.97	\$19,677	
Hazardous Occupancy (200,000 square feet)	Category VII	112.75	19,865			1.99	\$19,865	
Hazardous Occupancy (500,000 square feet)	Category VIII	142.75	24,846			2.48	\$24,846	
Hazardous Occupancy (1,000,000 square feet)	Category IX	149.50	25,852			2.59	\$25,852	
Hazardous Occupancy (2,000,000 square feet)	Category X	180.50	31,261			3.13	\$31,261	
Institutional Buildings (1,000 square feet)	Category I	238.00	41,324			4.13	\$41,324	
Institutional Buildings (5,000 square feet)	Category II	256.50	44,884			4.49	\$44,884	
Institutional Buildings (10,000 square feet)	Category III	40.00	6,448			0.64	\$6,448	
Institutional Buildings (20,000 square feet)	Category IV	82.25	14,073			1.41	\$14,073	
Institutional Buildings (50,000 square feet)	Category V	104.00	17,666			1.77	\$17,666	
Institutional Buildings (100,000 square feet)	Category VI	134.00	23,126			2.31	\$23,126	
Institutional Buildings (200,000 square feet)	Category VII	192.00	33,296			3.33	\$33,296	
Institutional Buildings (500,000 square feet)	Category VIII	294.00	51,079			5.11	\$51,079	

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.							
Service Title	Service Application	Service Detail	Time (hours) (Sum of staff service times.)	Elk Grove Full Cost Recovery (Each Staff Time x Each Staff FBHR)	Per Sq Ft	Proposed Fees	
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Merchant Building (1,000 square feet) Shell Only = 85%						
		Category I Wholesale & retail stores	30.50	4,733	0.47	\$4,733	
		Category II Drug stores, department stores & similar use	34.00	5,443	0.54	\$5,443	
		Category III Supermarket, big box & similar use	35.50	5,708	0.57	\$5,708	
		Merchant Building (5,000 square feet) Shell Only = 85%					
		Category I Wholesale & retail stores	61.00	10,415	1.04	\$10,415	
		Category II Drug stores, department stores & similar use	59.25	9,849	0.98	\$9,849	
		Category III Supermarket, big box & similar use	69.25	11,631	1.16	\$11,631	
		Merchant Building (10,000 square feet) Shell Only = 85%					
		Category I Wholesale & retail stores	74.75	12,813	1.28	\$12,813	
		Category II Drug stores, department stores & similar use	87.25	14,918	1.49	\$14,918	
		Category III Supermarket, big box & similar use	109.75	18,662	1.87	\$18,662	
		Merchant Building (20,000 square feet) Shell Only = 85%					
		Category I Wholesale & retail stores	112.00	19,062	1.91	\$19,062	
		Category II Drug stores, department stores & similar use	129.50	22,320	2.23	\$22,320	
	Category III Supermarket, big box & similar use	143.50	24,517	2.45	\$24,517		
	Merchant Building (50,000 square feet) Shell Only = 85%						
	Category I Wholesale & retail stores	151.50	25,984	2.60	\$25,984		
	Category II Drug stores, department stores & similar use	165.00	28,392	2.84	\$28,392		
	Category III Supermarket, big box & similar use	176.00	30,170	3.02	\$30,170		
	Merchant Building (100,000 square feet) Shell Only = 85%						
	Category I Wholesale & retail stores	244.50	42,395	4.24	\$42,395		
	Category II Drug stores, department stores & similar use	274.50	47,843	4.78	\$47,843		
	Category III Supermarket, big box & similar use	274.50	47,534	4.75	\$47,534		

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.										
Service Title	Residential Buildings	Service Application	Service Detail	Time (hours) (Sum of staff service times)	Elk Grove Full Cost Recovery (Each Staff Time x Each Staff FBHR)	Per Sq Ft	Proposed Fees			
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits Fee Table costs are for Construction Types I-B, III-B, IV & V-B For Construction Types I-A, I-B, II-A, III-A & V-B (Fire Resistive Construction) add 10%	Category I	Residential Buildings	Single family dwelling unit - custom (up to 1,000 square feet) (add 10% for 2nd story)	19.50	2,961	0.30	\$1,961			
			Single family dwelling unit - custom (1,001 - 1,500 square feet) (add 10% for 2nd story)	26.50	3,706	0.37	\$2,706			
			Single family dwelling unit - custom (1,501 - 2,000 square feet) (add 10% for 2nd story)	29.50	4,147	0.41	\$3,147			
			Single family dwelling unit - custom (2,001 - 2,500 square feet) (add 10% for 2nd story)	32.50	4,667	0.47	\$3,667			
			Single family dwelling unit - custom (2,501 - 3,000 square feet) (add 10% for 2nd story)	36.25	5,251	0.53	\$4,251			
			Single family dwelling unit - custom (3,001 - 3,500 square feet) (add 10% for 2nd story)	39.75	5,825	0.58	\$4,825			
			Single family dwelling unit - custom (3,501 - 4,000 square feet) (add 10% for 2nd story)	42.25	6,252	0.63	\$5,252			
			Single family dwelling unit - custom (4,001 - 4,500 square feet) (add 10% for 2nd story)	47.75	7,172	0.72	\$6,172			
			Single family dwelling unit - custom (4,501 - 5,000 square feet) (add 10% for 2nd story)	50.25	7,444	0.74	\$7,444			
			Single family dwelling unit - custom (5,001 - 6,000 square feet) (add 10% for 2nd story)	56.75	8,511	0.85	\$8,511			
			Master plans (plan review only, per model plan) 1,000 square feet	16.50	2,760	0.28	\$2,760			
			Master plans (plan review only, per model plan) 5,000 square feet	24.50	3,971	0.40	\$3,971			
			Category II							
			Single family dwelling unit - production repeat (1,001 - 1,500 square feet) (add 10% for 2nd story)	19.50	2,314		\$1,600			
			Single family dwelling unit - production repeat (1,501 - 2,000 square feet) (add 10% for 2nd story)	21.50	2,557		\$1,920			
			Single family dwelling unit - production repeat (2,001 - 2,500 square feet) (add 10% for 2nd story)	22.50	2,679		\$2,230			
			Single family dwelling unit - production repeat (2,501 - 3,000 square feet) (add 10% for 2nd story)	24.75	2,965		\$2,530			
			Single family dwelling unit - production repeat (3,001 - 3,500 square feet) (add 10% for 2nd story)	26.25	3,141		\$2,820			
			Single family dwelling unit - production repeat (3,501 - 4,000 square feet) (add 10% for 2nd story)	27.25	3,270		\$3,100			
			Single family dwelling unit - production repeat (4,001 - 4,500 square feet) (add 10% for 2nd story)	29.75	3,593		\$3,360			
Single family dwelling unit - production repeat (4,501 - 5,000 square feet) (add 10% for 2nd story)	32.25	3,865		\$3,600						
Single family dwelling unit - production repeat (5,001 - 6,000 square feet) (add 10% for 2nd story)	34.75	4,137		\$3,800						
Category III										
MFR apartment, Condo & similar (1,001 - 1,500 square feet)	31.50	4,742	0.95	\$4,742						
MFR apartment, Condo & similar (1,501 - 2,000 square feet)	43.00	6,803	1.36	\$6,803						
MFR apartment, Condo & similar (2,001 - 3,000 square feet)	51.50	8,371	1.67	\$8,371						
MFR apartment, Condo & similar (3,001 - 4,000 square feet)	59.50	9,858	1.97	\$9,858						
MFR apartment, Condo & similar (4,001 - 5,000 square feet)	68.00	11,290	2.26	\$11,290						
MFR apartment, Condo & similar (5,001 - 6,000 square feet)	74.00	12,161	2.43	\$12,161						
MFR apartment, Condo & similar (6,001 - 10,000 square feet)	83.50	13,714	2.74	\$13,714						
MFR apartment, Condo & similar (10,000 - 20,000 square feet)	93.50	15,302	3.06	\$15,302						

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.							
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees	
			(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)			
Building Permits, Plans & Applications Submittal, Review & Inspections *Includes: Electrical Mechanical Plumbing Cal-Green Permits	Category IV	Hotel, motel & similar use (1,000 square feet)	44.00	6,528	0.65	\$6,528	
		Hotel, motel & similar use (5,000 square feet)	62.50	9,826	0.98	\$9,826	
		Hotel, motel & similar use (10,000 square feet)	126.00	20,891	2.09	\$20,891	
		Hotel, motel & similar use (20,000 square feet)	155.00	25,866	2.59	\$25,866	
		Hotel, motel & similar use (50,000 square feet)	197.00	32,756	3.28	\$32,756	
		Hotel, motel & similar use (100,000 square feet)	326.00	55,210	5.52	\$55,210	
	Storage Building (1,000 square feet) Shell Only = 85%	Category I	Open parking garage & similar use	32.00	5,046	0.50	\$5,046
		Category II	Enclosed parking garage, repair & similar use	30.00	4,751	0.48	\$4,751
		Category III	Warehouse, & warehouse/office & similar use (low hazard)	33.00	5,142	0.51	\$5,142
	Storage Building (5,000 square feet) Shell Only = 85%	Category I	Open parking garage & similar use	51.00	8,583	0.86	\$8,583
		Category II	Enclosed parking garage, repair & similar use	54.00	9,128	0.91	\$9,128
		Category III	Warehouse, & warehouse/office & similar use (low hazard)	45.25	7,518	0.75	\$7,518
	Storage Building (10,000 square feet) Shell Only = 85%	Category I	Open parking garage & similar use	70.50	11,926	1.19	\$11,926
		Category II	Enclosed parking garage, repair & similar use	76.00	12,865	1.29	\$12,865
		Category III	Warehouse, & warehouse/office & similar use (low hazard)	75.50	12,765	1.28	\$12,765
Storage Building (20,000 square feet) Shell Only = 85%	Category I	Open parking garage & similar use	98.00	16,578	1.66	\$16,578	
	Category II	Enclosed parking garage, repair & similar use	101.50	17,092	1.71	\$17,092	
	Category III	Warehouse, & warehouse/office & similar use (low hazard)	105.50	17,887	1.79	\$17,887	
Storage Building (50,000 square feet) Shell Only = 85%	Category I	Open parking garage & similar use	132.00	22,442	2.24	\$22,442	
	Category II	Enclosed parking garage, repair & similar use	142.00	24,172	2.42	\$24,172	
	Category III	Warehouse, & warehouse/office & similar use (low hazard)	132.00	22,442	2.24	\$22,442	
Storage Building (100,000 square feet) Shell Only = 85%	Category I	Open parking garage & similar use	193.00	33,101	3.31	\$33,101	
	Category II	Enclosed parking garage, repair & similar use	215.00	36,471	3.65	\$36,471	
	Category III	Warehouse, & warehouse/office & similar use (low hazard)	206.00	34,859	3.49	\$34,859	
"U" Occupancy Building	Category I	Garage (detached), shop, accessory to residential wood frame (up to 400 sf) **Attached garage @ 75% of detached garage fee Production Repeat Attached Garage @ 50%	14.50	1,200	2.86	\$700	
	Category II	Covered porch (up to 400 square feet)	7.00	1,038	2.08	\$550	
	Category III	Carport - up to 400 square feet	7.00	1,049	2.10	\$740	
	Category IV	Patio - custom covered - up to 400 square feet	5.50	817	1.63	\$400	
	Category V	Patio - sunroom enclosed - up to 400 square feet	7.50	1,137	2.27	\$540	
	Category VI	Patio, awing (up to 400 square feet) third party standard	5.00	666	1.33	\$300	
	Category VI-A	Commercial canopy (up to 400 square feet)	6.00	865	1.73	\$865	
	Category VII	Shade structure (50% open to atmosphere) - up to 400 square feet	4.50	618	1.24	\$300	
	Miscellaneous Services and Permits Items						

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Application	Time (hours)	Elk Grove Full Cost Recovery	Per Sq Ft	Proposed Fees
	Service Detail	(Sum of staff service times)	(Each Staff Time x Each Staff FBHR)		
Tenant Improvements - Major New or first time Tenant Improvement	Tenant Improvement - up to 1,000 square feet	6.25	968	1.94	\$968
	Tenant Improvement - 1,001 - 5,000 square feet	11.75	1,877	0.19	\$1,877
	Tenant Improvement - 5,001 - 10,000 square feet	21.75	3,331	0.33	\$3,331
	Tenant Improvement - 10,001 - 20,000 square feet	28.50	4,290	0.43	\$4,290
	Tenant Improvement - 20,001 - 50,000 square feet	49.50	7,529	0.75	\$7,529
	Tenant Improvement - 50,001 - 100,000 square feet	61.50	9,890	0.99	\$9,890
	Tenant Improvement - 100,001 square feet & up	88.50	14,238	1.42	\$14,238
Tenant Improvements - Minor Subsequent - change in use TI	Tenant Improvement - up to 1,000 square feet	6.25	968	0.10	\$560
	Tenant Improvement - 1,001 - 5,000 square feet	10.75	1,678	0.17	\$1,678
	Tenant Improvement - 5,001 - 10,000 square feet	14.75	2,197	0.22	\$2,197
	Tenant Improvement - 10,001 - 20,000 square feet	17.75	2,690	0.27	\$2,690
	Tenant Improvement - 20,001 - 50,000 square feet	24.75	3,805	0.38	\$3,805
	Tenant Improvement - 50,001 - 100,000 square feet	39.50	6,363	0.64	\$6,363
	Tenant Improvement - 100,001 square feet & up	54.00	8,660	0.87	\$8,660
	Note: Commercial shell - Business, Merchant and Warehouse & similar buildings=85% of Building cost				
FOOTNOTES					
The above schedule covers the most common and straight forward permit types and addition projects. Fees for projects outside of the listed classifications/occupancies shall Where no fee is specified or there is an unusual circumstance, that fee shall be determined by the Building Official.					

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.						
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Miscellaneous Services and Permits Items			(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
	Service Application	Minimum Permit Fee	2.00	224	100%	\$85
		Antenna Tower (each)	6.00	968		\$768
		Antenna Dish (each)	3.00	423	100%	\$423
		Residential Balcony or Deck up to 400 sq. ft. + \$45 for each additional 100 square feet	3.25	456		\$456
Windows		Bay window or opening	2.50	324		\$150
		Additional window or opening	2.00	224		\$25
		New window or opening	2.00	224		\$160
		New additional window or opening @ _____ + 10% per window +/- to minimum fee	2.50	298		\$16.00 per additional window
		Board of Appeal Processing and Hearing	8.00	816		\$800
		Building Relocation Permit	8.50	1,310	100%	\$1,310
		Demolition up to 3,000 square feet	4.00	493	100%	\$300
		Drywall up to 400 sf + Minimum fee	2.00	224	100%	\$125
		Note: Additional Drywall each 100 sf \$10.00				
		Stucco > 400 square feet	3.00	371		\$271
		Note: Additional stucco each 100 sf \$10.00				
		Siding <400 square feet	2.50	298		\$125
		Note: Additional siding each 100 sf \$10.00				
		Fireplace - Factory Built Fireplace	3.00	371	100%	\$271
		Fire Damage Repair < & up to 50% sq. ft. of home	-	-	100%	\$700
		Fire Damage Repair > 50% sq. ft. of home				\$1,100
Inspection Services		Flag Pole up to 20' high	2.25	287	100%	\$125
		Outside of Normal Business Hours (Holidays) Weekends Commercial=hourly rate (1 1/2 times hourly rate)	4.00	589	100%	\$589
		Re-Inspection Fee	1.75	210	100%	\$125
		Saturday Residential=No Charge	4.50	637	100%	\$637
		Investigative Inspections + Building Inspector @ Hourly Rate +Admin/PT/Insp	0.50	38	100%	\$195.00 per hour
		Code Compliance Inspection and Cofo	2.50	345	100%	\$280
		Construction performed without required permits				Penalty = 3X Permit Fees
		Penalty = 3x permit cost				
		Construction performed without required permits	5.75	875	100%	Penalty + Hourly Rate Admin/PT/PR/Insp/CBO
		Investigative work - minor	9.50	1,456	100%	Penalty + Hourly Rate Admin/PT/PR/Insp/CBO (Minimum is \$160)
		Construction performed without required permits				
		Investigative work - major	2.75	408	100%	\$160
		Light Pole up to 20	2.75	408	100%	\$125
		Note: Add an additional \$34 for each additional pole				
		Masonry/Wood Fence >6ft	2.75	408	100%	\$125
		Note: Additional Masonry/Wood fence each 100ft 15% + above				
		Permit Extension Fee	1.00	102	100%	\$102

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Application	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
		(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
Certificate of Occupancy	Service Detail Temporary Certificate of Occupancy	1.75	187	100%	\$125
Plan Review Services	Reissuance or Amendment to Certificate of Occupancy	1.00	99	100%	\$46
	Additional Plan Review after 2nd submittal	2.75	460	100%	@ Hourly Rate
	Application Plan Review Extension (each)	1.00	99	100%	\$80
	Application Plan Review Extension with code change or revision (per hour - PT + PE and/or Sr. Plans Examiner)	-	-	100%	@ Hourly Rate
	Processing for Change of Contractor, Architect, Engineer or Owner	1.50	125	100%	\$125
	Reinstatement of Expired Permit - each=50% of Permit Fee	-	-	100%	1/2 of Permit fee (does not include Plan Review)
	Refund Processing Fee (Plan Review fee nonrefundable after 1st review)	1.75	142	100%	Max Refund is 80% of PR Fee
	Refund of Permit (no refunds processed after 180 days)	-	-	100%	Max Refund is 80% of Permit Fee
Reproduction of Documents	Compact Discs (See City rates from City Clerks office)	1.00	58	100%	\$40
	Copies from Laserfiche or Microfiche (12.00 per page or actual cost) Photo copies (per page) - See City rate schedule	1.00	58	100%	1 hour Admin + Cost of Reproduction
Request and Research for "Alternate Methods and Materials" @ CBO per hourly rate	Category I (minor)	1.50	175	100%	\$175
	Category II (repeats and minimal complexity)	2.00	223	100%	\$223
	Category III (complex or 2 issues)	2.50	296	100%	\$296
	Category IV (highly complex or 3 or more issues)	3.50	441	100%	\$441
	Re-roofing (light weight w/o structural up to 2,000 s.f.) Note: Additional re-roof (comp shingle & BUR) each 1,000 square feet @ \$40.00 per 1,000 sq. ft.	2.25	283	100%	\$283
	Re-Roofing (tile roof with structural calc up to 2,000 square feet) Note: Additional Re-roof (tile roof) each 1,000 square feet @ \$40.00 per 1,000 sq. ft.	3.25	482	100%	\$382
	Remodel Residential (<400 square feet) includes Title 24 energy, CAL-Green and Accessibility (where required) Note: Additional Residential Remodel (>400 s.f.) - each additional 100 square feet @ \$60.00 per each additional 100 square feet	5.00	743	100%	\$600
	Retaining Wall 3'-6' high (up to 50 l.f.) Note: Additional Retaining Wall 3' - 6' high per 50 l.f. = +\$21.00 per additional 50 linear feet	1.75	210	100%	\$210
	Retaining Wall 6' - 10' high (up to 50 l.f.) Note: Additional Retaining Wall 6' - 10' high per 50 l.f. = +\$58.00 per additional 50 linear feet	3.75	581	100%	\$481
	Retaining Wall > 10' high (up to 50 l.f.) Note: Additional Retaining Wall 10' high per 50 l.f. = +\$75.00 per additional 50 linear feet	7.25	1,045		\$845
	Request for Unreasonable Hardship	3.25	506		\$65
	Roof Solar Tube	2.00	224		\$85

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Service Title	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBR)		
Service Application					
Note: Room Addition – Commercial same as new Commercial	Room Addition – Residential (up to 400 s.f.) Note: Additional Residential Addition (>400 square feet) = Above \$160.00 for each additional 100 square feet	9.00	1,307		\$800
	Skylight (less than 10 s.f.) with 3rd party approval and no framing modification	2.00	224		\$85
	Note: Additional Skylight (< 10 square feet) - \$8.50 each additional	2.00	224		
	Skylight (> 10 square feet or structural modification) with no 3rd party approval	3.00	423		\$160
	Note: Additional Skylight (>10 square feet with structural) - \$16.00 each additional	-	-		
	Special Inspector Services – Application – Review & Registration, (each annual?)	1.50	198		\$80
	Storage Rack – separate or supplemental permit per type each < 6' high	3.00	423	100%	\$343
	Storage Rack – separate or supplemental permit per each type > 6' high = .50 AD + .5 PT + 1.5 PE + 2.0 INSP	4.50	670	100%	\$670
	Temporary Utilities	2.00	224	100%	\$224
	Temporary Trailers	2.50	324	100%	\$224
	Temporary Sales Trailers	2.50	324	100%	\$324
	Temporary Model Home Sales Office (converted "U" Occupancy)	3.50	471	100%	\$471
	Window Replacements (includes Title 24 Energy plan review) No Structural	2.25	309	100%	\$85
	Note: Additional Window Replacements (includes Title 24 Energy PR) + Above + 10% for each additional + \$12.50 each additional window replacement	-	-	100%	

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Electrical Permit Fees	Service Application	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
Minimum Permit Fee	Minimum Permit Fee (Included in new building permit plan review and permit fee)	2.00	224	200%	\$224
Residential Buildings Remodel	1. Residential New Construction (included in new building permit plan review and permit fee) 1A. Residential Building Remodel per 300 square feet = Minimum permit fee + \$8.50 each additional 100 square feet	-	-	100%	
Commercial Building Remodel	1. Commercial Building Remodel per 500 square feet = Minimum permit fee + \$22.40 each additional 100 square feet 2. Garages, Carports (attached or detached) parking structures Per 400 square feet = minimum permit fee	3.75	566		\$85
Temporary Power	1. Temporary service pole or pedestal including meters 2. Temporary sub-poles including switches and outlets	4.75	765		\$224
Unit Fee Schedule	4. Pole light and fixture 5. Each additional fixture (+ \$8.50 per additional) 6. Theatrical type lighting fixture RESIDENTIAL APPLIANCES Note: Additional Residential appliances = + \$8.50 NON RESIDENTIAL APPLIANCES (up to 5) + \$22.80 for each additional over 5) + \$22.40 each additional over 5	-	-		\$85
Power Apparatus	1. Up to and including 1 HP 2. Over 1 HP and not over 10 H, each 3. Over 10 HP, each	2.00	224	100%	\$85
		2.00	224	100%	\$125
		2.00	224		\$85
		2.00	224		\$8.50 each
		2.00	224		\$224
		2.00	224		\$85
		-	-		\$0
		-	-		\$224
		2.00	224		\$224
		2.50	298		\$258
		2.50	298		\$298

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Proposed Fee
			(Sum of staff service times.)	(Each Staff Time x Each Staff FBR)	
Signs, Outline Lighting and Marques (in addition to minimum permit fee)	Service Application	Service Detail			
	1. One sign and transformer		2.00	224	\$224
	2. Additional sign and transformer		2.50	298	\$298.00 + \$10.00 each additional
	3. Additional transformer's per sign - \$10.00 per additional		2.50	298	\$298
	4. Alterations to existing signs - change of face=no charge		2.00	224	\$224
	5. Relocation of existing signs		2.00	224	\$224
	6. Non illuminated sign each		2.00	224	\$125
	7. Monument		7.50	1,318	\$125
	8. Pole and Freestanding signs < 10' high		2.50	324	\$324
	9. Pole and Freestanding signs > 10' high		3.50	522	\$522
	Services/Meters/Panels/Disconnect Switches		2.00	224	\$85
	1. 600 volt or less and not over 200 Amps each		2.00	224	\$85
	2. 600 volt or less and over 200 amps and up to 500 amps each		2.00	224	\$125
	3. 600 volts or less and over 500 amps and up to 1,000 amps each		2.50	309	\$145
	4. 600 volts or less and over 1,000 amps each (SINSP does plan review)		2.75	361	\$145
	5. 600 volts or over and over 2,500 amps each (SINSP does plan review)		3.00	394	\$224
Miscellaneous apparatus, conduits and conductors, electrical components for which a permit is required but for which no fee is here in set forth					
	1. Conduits and conductors < 200 l.f.		2.00	224	\$85
	2. Conduits for each additional 50 feet or fraction thereof + \$10.00 per each additional 50 sq. ft.		2.50	298	\$298
	3. Private Street Lights		2.75	394	\$224
	4. Under-floor raceways - up to 100 feet:		2.00	224	\$224
	5. Under-floor > 100 l.f. Minimum + 10% per each additional 100 l.f. + \$22.40 per each additional 100 sq. ft.		2.00	224	\$224
Residential					
Commercial					
HAZARDOUS ELECTRICAL INSTALLATIONS (IN ADDITION TO MINIMUM PERMIT FEE)					
Photovoltaic, Residential System					
	1. Service Station, Hazardous Occupancies, Spray Booth, = .50 AD + .5 PT + 1.0 PR + 2.0 INSP		4.00	570	\$570
Photovoltaic- Commercial					
	1. Up to 10 KW		3.00	423	\$224
	2. 10 KW - 15 KW		3.50	497	\$361
	3. 15KW - 20 KW		4.25	594	\$400
	1. >15 - 30 KW		4.75	668	\$440
	2. 30 KW - 50 KW		5.50	766	\$480
	3. 50 KW - 100 KW		6.00	839	\$520

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.					
Service Title	Service Application	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
Mechanical Permit Fees	Minimum Permit Fee	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
	Minimum Permit Fee	3.00	423	100%	\$85
	Note: HVAC; Heating/Cooling in NEW SFD (included in new SFD building permit fees)				HVAC included in SFD Permit Fees there is not a Separate Fee
	1A. Residential; HVAC replace, repair, change-out (includes Title 24 + CAL-Green) = .25 AD + 1.0 PT + 1.50 PR + 2.0 INSP	4.75	703		\$300
	2. Commercial HVAC air distribution system (Heating/cooling/ventilation) New = included in Building permit fee	4.00	570		\$570
	2A. Commercial HVAC replace, repair, change-out, (including T-24 + CAL-Green) = .5 AD + .5 PT + 1.0 PR + 2.0 INSP	4.00	570		\$570
	3. Combustion products vent (other than chimney)	3.50	522		\$285
	4. Factory built chimney	2.00	224		\$224
	5. Compressor or boiler over 15 HP:	2.00	224		\$224
	5A. Compressor or boiler over 15 HP	3.00	397		\$274
	6. Air Handling unit (Heating, Cooling or Ventilation supply)	3.00	397		\$274
	8. Evaporative Cooler	2.00	224		\$85
	10. Ventilation fans to 300 cfm and single duct (including dryer exhaust duct)	2.00	224		\$85
	11. Commercial Hood Type I, including ducts and 1 hour rating chase each	4.50	644		\$400
	12. Commercial Hood Type II, including ducts each	3.50	471		\$321
	13. Heating or cooling coils (not part of factory assembled unit) each (V. A. V. unit, Cooling Tower, evaporative or air cooled condenser)	5.00	743		\$743
	14. Appliance or piece of equipment regulated by this code but not specifically classed or listed	2.00	224		\$85
	15. Gas system 1- 5 outlets	2.00	224		\$85
	Gas system each additional outlet over 5	2.50	298		\$10.00 per each additional outlet
	16. Fire Dampers, smoke dampers, fire/smoke dampers, each (up to 10)	4.50	670		\$224
	Additional damper over 10, each				\$22.40 per each over 10
	17. Central Vacuum systems:	5.00	743		\$85
	18. Yard gas piping	2.00	224		\$85
	19 Processing, special or hydronic piping per 100 feet	2.50	324		\$85
	Note: 2. Additional Mechanical Plan Check service (per hour) - Hourly Rate	3.00	423		\$224
	3. Additional Mechanical Inspection service (per hour) - Hourly Rate	-	-		

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.		Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
		Service Title	Service Detail	(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
		Plumbing Permit Fees	Service Application				
		Minimum Permit Fee		2.00	224	100%	\$85
		1. Each plumbing fixture including water, sump pump, drainage, piping and backwater valve up to 5.		2.00	224		\$85
		2. Each Building Sewer and each Trailer/RV space sewer, first 100 l.f.;		2.00	224		\$200
		2A. Additional 100 feet or fraction thereof + \$8.50 per each additional 100 l. ft.		2.50	298		\$85
		3. Abandonment/close sewer (including private sewage disposal system)		2.00	224		\$85
		4. Rainwater system		2.00	224		\$85
		5. Each private sewage disposal system		2.50	298		\$85
		6. Each water heater and or vent		2.00	224		\$85
		7. Each Gas piping system of 1 – 5 outlets		2.00	224		\$85
		8. Each additional gas piping system outlet (> 5) - per outlet + \$8.50 per outlet over 5.		2.50	298		\$298
		9. Each Medical Gas system of 1 – 5 inlets/outlets		4.50	670		\$670
		10. Each additional 5 or fraction thereof, medical gas outlet/inlet - + \$67.00 per each additional 5 outlets		5.00	743		\$743
		11. Each Industrial Waste pretreatment interceptor including trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps		3.00	423		\$224
		12. For installation, alteration or repair of water piping and/or water treating equipment each		2.00	224		\$85
		13. For repair or alteration of drainage or vent piping each fixture		2.00	224		\$85
		14. For atmospheric-type vacuum breakers (lawn sprinklers) 1 – 10		2.00	224		\$85
		15. For each backflow protective device other than atmospheric vacuum type breakers		2.00	224		\$85
		16. Building piping water service		1.50	151		\$85
		17. Gas Yard Piping		2.00	224		\$85
		18. Boiler up to 15 HP		2.50	324		\$224
		Boiler over 15 HP		3.00	397		\$224

Please Note: All of the prices include the electrical, mechanical, plumbing, Title 14 energy and CAL-Green; permit processing, plan reviews and inspections. Secondly; unless otherwise noted.						
Service Title	Service Application	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Recommended Fee	Proposed Fee
			(Sum of staff service times.)	(Each Staff Time x Each Staff FBHR)		
Miscellaneous Fixtures (each)		1. Includes solar panels and solar tanks, water softener/water treatment equipment 2. For each Graywater system 3. For initial installation for a reclaimed water system	3.50	497		\$224
Pool with Structural		Total Pool/Spa Fees = Structural/Building fee + Plumbing fee + Electrical fee Less than 100 square feet 101 square feet – 500 square feet 501 square feet – 1,000 square feet Over 1,000 square feet	2.75 3.00	373 397		\$224 \$85
Pool without structural (fiberglass or similar)		2. Plan Check Fee (Not required for fiberglass spa) Less than 500 square feet 500 square feet or Greater *** Note: Commercial Pool/Spa (for Accessibility, exiting, barrier, T-24, CA-Green) Add \$988	4.50 4.50 5.00 6.75	567 592 666 988		Pool/Spa Fees-Structural/Building Fee+Plumbing Fee+Electrical Fee \$567 \$592 \$666 \$812
		3. Plumbing Fee – Pool/spa (includes all pool piping except solar) one gas outlet, backwash receptor/P-trap, pool fill line and back flow protection (Minimum + added to pool/spa and electrical permit fee)	5.50 1.75	765 228		\$765 \$228
		4. Electrical Fee – Pool/spa (Minimum + added to pool/spa and electrical permit fee) Residential Commercial	2.00 2.00 3.50	276 1,358		\$276 \$988
		5. Demolition – Pool – Spa, Including combo utility capping 2. Supplement permit fee = @ Hourly rates 3. Additional Plan Check services = @ Hourly Rates, (minimum 1.0 Hour)	2.00	224		\$85
Pool – Spa Notes: Total Pool note only, no price: Pool Permit+E +P=total		4. Additional Plumbing inspection services = @ Hourly Rates (minimum 1 Hour)	-	-		\$85

Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Current Deposit	Proposed Fee	Proposed Deposit with T&M Billing	Proposed Deposit with Task Order
Annexation Request/Rezoning (Full annexation process requires Reimbursement Agreement)	City Council	136	19,524	-	18,800		
Appeals	Appeal of Planning Director Decision to Planning Commission Appeal of Planning Commission Decision to City Council Planning Director	46 112 21	6,418 16,912 2,887	- - -	- - 2,800	3,000 5,000	
Boundary Line Adjustment CEQA Review (Covers initial review only; project-specific scope of work and budget will be provided; deposit of full amount required prior to work commencement) Combined Entitlements		10	1,557	-	-		1,000
Conditional Use Permit	Planning Commission City Council	- 84	- 11,238	-	see attached schedule	8,800 10,000	
Conditional Use Permit Amendments	Planning Commission City Council	48 58	6,614 8,048	-	-		1,000 1,000
Design/Site Plan Review (NOTE: For Old Town, City Council has previously taken action to reduce these fees in order to encourage historic preservation as opposed to penalizing it)	Single Family Master Home Plans - Planning Director	13	1,726	1,268		1,400	
	Planning Director	30	4,092	2,356		3,100	
	Planning Commission	113	15,209	4,037		12,000	
	City Council	121	16,416	4,620		13,000	
	Old Town Type 1	10	1,269	-	650		
	Old Town Type 2	19	2,572	-	1,300		
	Old Town Type 3	36	4,854	150	2,350		
	Old Town Type 4	52	7,153	500	3,500		
	Planning Director	34	4,580	1,194			1,000
	Planning Commission	72	9,831	2,237			1,000
City Council	84	11,799	2,578			1,000	

Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Current Deposit	Proposed Fee	Proposed Deposit with T&M Billing	Proposed Deposit with Task Order
Development Agreement	City Council	96	15,043	6,194		10,500	
Development Agreement Amendment *	City Council	64	9,927	2,081		5,250	
General Plan Amendment	City Council	156	21,520	15,919			1,000
Historical Preservation Committee Review (NOTE: City Council has previously taken action to reduce these fees in order to encourage historic preservation as opposed to penalizing it)	Certificate of Appropriateness	19	2,572	1,000	2,500		
	Rescission	25	3,477	2,000	3,000		
	Demolition / Relocation Certificate	27	3,869	2,000	3,000		
	Minor Improvement	29	4,111	-			1,000
Letter of Public Convenience	City Council	38	5,020	372	5,000		
Lot Merger/ Certificate of Compliance		-	-	-	500		
Minor Deviation	Planning Commission	25	3,322	-	3,300		
	Planning Director	26	3,544	-	3,500		
Reasonable Accommodations Permit (updated Zoning Code)		20	2,717	504	2,700		
Onsite Noticing		3	305	350	300		
Specific Plan/Special Planning Area Amendment	Residential	108	15,505	8,579			1,000
Specific Plan/Special Planning Area Initiation (Required to process a Reimbursement Agreement in order to complete SP/SPA Processing)	Commercial	100	13,950	6,085		10,000	
Donation Box Permit		-	132		132		
Donation Box Renewal		-	66		66		
Temporary Use Permit	Planning Director	14	1,708	132	1,500		
Temporary Use Permit-tax exempt organizations	Planning Director	-			50		
Tentative Parcel Map	Residential	84	11,200	4,584		8,800	
	Commercial	117	15,593	4,930		12,300	
Tentative Parcel Map Amendment	Residential	55	7,388	2,566			1,000
	Commercial	68	9,163	2,780			1,000
Tentative Parcel Map Extension	Residential	22	2,956	2,879	1,500		
	Commercial	24	3,226	3,273	1,500		

Service Title	Service Detail	Time (hours)	Elk Grove Full Cost Recovery	Current Deposit	Proposed Fee	Proposed Deposit with T&M Billing	Proposed Deposit with Task Order
Tentative Parcel Map Waiver for Condos	Planning Commission	36	4,842	1,296	4,850		
Tentative Subdivision Map	<25 lots	98	13,205	6,485		10,500	
	25-100 lots	116	15,628	7,217		12,500	
	100-200 lots	137	18,578	7,662		14,500	
	200 + lots	165	22,237	7,662		18,000	
	<i>Planning Commission</i>	72	9,800	3,562			1,000
	<25 lots	35	4,803	3,562			1,000
Tentative Subdivision Map Amendment	25-100 lots	48	6,546	3,562			1,000
	100-200 lots	105	14,269	3,562			1,000
	200 + lots	131	17,958	3,562			1,000
	<i>Planning Commission</i>	21	2,831	3,849	1,500		
Tentative Subdivision Map Extension	City Council	25	3,322	4,466	1,500		
Tree Permit		2	259	30	100		
Uniform Sign Program		46	5,996	-	5,600		
Uniform Sign Program Amendment		37	4,724	-	4,500		
Variance	<i>Planning Commission</i>	57	7,770	3,228		6,000	
	City Council	59	8,179	3,879		6,000	
Williamson Act	City Council	33	5,120	5,449		5,000	
Zoning Amendment (Text and Map)	City Council	64	8,862	6,085			1,000
Zoning Clearance/Plan Check	See Building Dept Fee Schedule	-	-	-			
Zoning Confirmation		1	113	200			
Zoning Interpretation	City Council	14	2,132	1,111	1,400		

Classification	Occupancy Type	Square Footage
Assembly Occupancies	Theatres, auditoriums, churches	1,000
		5,001
		10,001
		20,001
		50,001
Assembly Occupancies	Dining and drinking establishments & similar use	1,000
		5,001
		10,001
		20,001
		50,001
Business Buildings	Banks, public buildings, car wash, libraries, MOB	1,000
		5,001
		10,001
		20,001
		50,001
Business Buildings	General office & similar	1,000
		5,001
		10,001
		20,001
		50,001
Educational Buildings	Pre-schools, daycare facilities, Private Schools	1,000
		5,001
		10,001
		20,001
		50,001
Factory Buildings	Warehouse, warehouse/office & similar use (low hazard)	1,000
		5,001
		10,001
		20,001
		50,001

6,804	plus	172.53	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
13,705	plus	71.04	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
17,257	plus	52.75	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
22,532	plus	21.34	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
28,934	plus	41.88	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
49,873	plus	10.67	for each additional 100 s.f. or fraction thereof
6,955	plus	78.03	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
10,076	plus	77.32	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
13,942	plus	61.76	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
20,118	plus	31.70	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
29,627	plus	45.40	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
52,325	plus	15.86	for each additional 100 s.f. or fraction thereof
6,680	plus	95.35	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
10,494	plus	80.76	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
14,532	plus	54.66	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
19,998	plus	24.78	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
27,432	plus	29.48	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
42,170	plus	12.39	for each additional 100 s.f. or fraction thereof
6,165	plus	101.68	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
10,232	plus	65.38	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
13,501	plus	57.72	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
19,273	plus	17.44	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
24,505	plus	33.77	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
41,390	plus	8.72	for each additional 100 s.f. or fraction thereof
6,117	plus	75.65	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
9,143	plus	25.44	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
10,415	plus	65.39	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
16,954	plus	18.53	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
22,513	plus	31.64	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
38,334	plus	9.27	for each additional 100 s.f. or fraction thereof
5,703	plus	138.50	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
11,243	plus	37.18	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
13,102	plus	57.11	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
18,813	plus	24.18	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
26,066	plus	24.98	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
38,555	plus	12.09	for each additional 100 s.f. or fraction thereof

Classification	Occupancy Type	Square Footage
Factory Buildings	Bakeries, dry-cleaning, cabinet/woodworking, printing	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Hazardous Occupancy	Semi-conductor, fabrication facilities, repair garage	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Hazardous Occupancy	Moderate explosion-extreme explosion and chemical	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Institutional Buildings	Assisted living, nursing homes & similar use	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Merchant Building	Wholesale & retail stores	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Merchant Building	Drug stores, department stores & similar use	1,000
		5,001
		10,001
		20,001
		50,001
		100,001
Merchant Building	Supermarket, big box & similar use	1,000
		5,001
		10,001
		20,001
		50,001
		100,001

Classification	Occupancy Type	Square Footage		
Residential Buildings	Single family dwelling unit - custom	1,000		
		1,501		
		2,001		
		2,501		
		3,001		
		3,501		
		4,001		
		4,501		
		5,001		
		6,001		
Residential Buildings	Master plans (plan review only, per model plan)	1,000		
		5,001		
Residential Buildings	Single Family Dwelling, Production - repeat	1,000		
		1,501		
		2,001		
		2,501		
		3,001		
		3,501		
		4,001		
		4,501		
		5,001		
		Residential Buildings	MFR apartment, Condo & similar	1,000
1,501				
2,001				
3,001				
4,001				
5,001				
6,001				
10,001				
Residential Buildings	Hotel, motel & similar use			1,000
				5,001
		10,001		
		20,001		
		50,001		
		100,001		
		100,001		

1,961 plus	149.00	for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
2,706 plus	88.20	for each additional 100 s.f. or fraction thereof, to and including 2,000 s.f.
3,147 plus	104.00	for each additional 100 s.f. or fraction thereof, to and including 2,500 s.f.
3,667 plus	116.80	for each additional 100 s.f. or fraction thereof, to and including 3,000 s.f.
4,251 plus	114.80	for each additional 100 s.f. or fraction thereof, to and including 3,500 s.f.
4,825 plus	85.40	for each additional 100 s.f. or fraction thereof, to and including 4,000 s.f.
5,252 plus	184.00	for each additional 100 s.f. or fraction thereof, to and including 4,500 s.f.
6,172 plus	254.40	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
7,444 plus	106.70	for each additional 100 s.f. or fraction thereof, to and including 6,000 s.f.
8,511 plus	42.70	for each additional 100 s.f. or fraction thereof, to and including 6,000 s.f.
2,760 plus	30.28	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
3,971 plus	15.14	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
1,600 plus	68.00	for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
1,920 plus	64.00	for each additional 100 s.f. or fraction thereof, to and including 2,000 s.f.
2,230 plus	62.00	for each additional 100 s.f. or fraction thereof, to and including 2,500 s.f.
2,530 plus	60.00	for each additional 100 s.f. or fraction thereof, to and including 3,000 s.f.
2,820 plus	56.00	for each additional 100 s.f. or fraction thereof, to and including 3,500 s.f.
3,100 plus	52.00	for each additional 100 s.f. or fraction thereof, to and including 4,000 s.f.
3,360 plus	48.00	for each additional 100 s.f. or fraction thereof, to and including 4,500 s.f.
3,600 plus	40.00	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
3,800 plus	37.00	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
4,742 plus	412.20	for each additional 100 s.f. or fraction thereof, to and including 1,500 s.f.
6,803 plus	313.60	for each additional 100 s.f. or fraction thereof, to and including 2,000 s.f.
8,371 plus	148.70	for each additional 100 s.f. or fraction thereof, to and including 3,000 s.f.
9,858 plus	143.20	for each additional 100 s.f. or fraction thereof, to and including 4,000 s.f.
11,290 plus	87.10	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
12,161 plus	155.30	for each additional 100 s.f. or fraction thereof, to and including 6,000 s.f.
13,714 plus	158.80	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
15,302 plus	43.55	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
6,528 plus	82.45	for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
9,826 plus	221.30	for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
20,891 plus	48.85	for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
25,866 plus	22.97	for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
32,756 plus	44.91	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
55,210 plus	11.49	for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.

Classification	Occupancy Type	Square Footage	
Storage Building	Open parking garage & similar use	1,000	88.43 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	5,046 plus 8,583 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001	11,926 plus 46.57 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	16,578 plus 19.55 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	22,442 plus 21.32 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001	33,101 plus 9.78 for each additional 100 s.f. or fraction thereof		
Storage Building	Enclosed parking garage, repair & similar use	1,000	109.43 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	4,751 plus 74.74 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001	12,865 plus 42.27 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	17,092 plus 23.60 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	24,172 plus 24.60 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001	36,471 plus 11.80 for each additional 100 s.f. or fraction thereof		
Storage Building	Warehouse, & warehouse/office & similar use (low hazard)	1,000	59.40 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f.
		5,001	5,142 plus 7,518 for each additional 100 s.f. or fraction thereof, to and including 10,000 s.f.
		10,001	12,765 plus 51.22 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f.
		20,001	17,887 plus 15.18 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f.
		50,001	22,442 plus 24.83 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f.
100,001	34,859 plus 7.59 for each additional 100 s.f. or fraction thereof		

Classification	Occupancy Type	Square Footage
"U" Occupancy Building	Garage, shop, accessory to residential wood frame	400 1,201
"U" Occupancy Building	Covered porch	400 1,201
"U" Occupancy Building	Carport	400 1,201
"U" Occupancy Building	Patio - custom covered	400 1,201
"U" Occupancy Building	Patio - sunroom enclosed	400 1,201
"U" Occupancy Building	Patio, awing third party standard	400 1,201
"U" Occupancy Building	Commercial canopy	400 1,201
"U" Occupancy Building	Shade structure (50% open to atmosphere)	400 1,201
TI - Major	New or first time Tenant Improvement	1,000 5,001 10,001 20,001 50,001 100,001
TI - Minor	Subsequent - change in use Tenant Improvement	1,000 5,001 10,001 20,001 50,001 100,001

900 plus 1,260 plus	45.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 22.50 for each additional 100 s.f. or fraction thereof
600 plus 840 plus	30.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 15.00 for each additional 100 s.f. or fraction thereof
740 plus 1,036 plus	37.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 18.50 for each additional 100 s.f. or fraction thereof
800 plus 1,120 plus	40.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 20.00 for each additional 100 s.f. or fraction thereof
880 plus 1,232 plus	44.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 22.00 for each additional 100 s.f. or fraction thereof
640 plus 896 plus	32.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 16.00 for each additional 100 s.f. or fraction thereof
865 plus 1,211 plus	43.25 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 21.67 for each additional 100 s.f. or fraction thereof
420 plus 588 plus	21.00 for each additional 100 s.f. or fraction thereof, to and including 1,200 s.f. 10.50 for each additional 100 s.f. or fraction thereof
1,877 plus 3,331 plus 4,290 plus 7,529 plus 9,890 plus 14,238 plus	36.35 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f. 19.18 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f. 32.39 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f. 7.87 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f. 8.70 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f. 3.94 for each additional 100 s.f. or fraction thereof
1,678 plus 2,197 plus 2,690 plus 3,805 plus 6,363 plus 8,660 plus	12.98 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f. 9.86 for each additional 100 s.f. or fraction thereof, to and including 5,000 s.f. 11.15 for each additional 100 s.f. or fraction thereof, to and including 20,000 s.f. 8.53 for each additional 100 s.f. or fraction thereof, to and including 50,000 s.f. 4.59 for each additional 100 s.f. or fraction thereof, to and including 100,000 s.f. 2.30 for each additional 100 s.f. or fraction thereof

City Engineering Fee Schedule Comparison

City of Roseville – Deposit Based		
Plan Check and Inspection	5% of Improvement Value – billed at actual cost	
City of Folsom – Flat Fee		
Plan Check and Inspection	6% of first \$10,000 7% of next \$90,000 5% of next \$100,000 4% of next \$100,000 2% of amount over \$300,000	
<i>Note: Value includes both private and public improvements</i>		
City of Lodi – Fee (90% Non-Refundable)		
Plan Check	5% of first \$100,000 3.5% of next \$200,000 2.5% of amount over \$300,000	
Construction	4% of Improvement Value	
Improvement Agreement SWPP Inspection	\$1,824 \$167 + \$128/month	
City of Stockton – Fee		
Plan Check	\$79 + 5.5% of first \$100,000 \$273 + 3% of next \$650,000 \$280 + 2% of amount over \$750,000	
SWPPP Plan Check	\$648	
Construction	3.5% of Improvement Value	
Materials Testing	3% of first \$100,000 0.5% of next \$200,000 0.25% of amount over \$650,000	
City of Sacramento – Deposit Based		
Plan Check and Inspection	\$0-\$24,999 \$25,000 - \$99,000 \$100,000 - \$499,999 \$500,000 and above	30% 7% + \$7,500 5% + \$12,750 1.1% + \$32,000
Materials Testing	\$0-\$24,999 \$25,000 - \$99,000 \$100,000 - \$499,999 \$500,000 and above	3% 2% + \$750 1% + \$2,250 0.5% + \$6,250
City of West Sacramento – Fee		
Plan Check and Inspection	\$1-\$25,000 \$25,001 - \$50,000 \$50,001 - \$100,000 \$100,001 - \$200,000 \$200,001 – and greater	9.7% over \$2,350 + \$235 8% over \$25,000 + \$2,670 6.5% over \$50,000 + \$4,670 5.5% over \$100,000 + \$14,870 4.5% over \$200,000 + \$19,870
Technology Fee	5% of Plan Check & Inspection Fee not to exceed \$5,000	
Applicants have option to request deposit/actual cost based fee if calculated fee is greater than \$5,000.		
City of Elk Grove – Full Cost Flat Fee		
Plan Check and Inspection	\$0-\$24,999 \$25,000 - \$99,999 \$100,000 - \$499,999 \$500,000 and above	18% 8% + \$4,500 over \$25,000 7% + \$10,500 over \$100,000 4.5% + \$38,500 over \$500,000

Selected PW Fee Comparisons

	Existing Elk Grove	Elk Grove Full Cost	Folsom	Lodi	Stockton	City of Sacramento	West Sacramento	Ranch Cordova	Sacramento County
Certificate of Correction	N/A	\$600 (estimated)	\$2,599	N/A	\$1,792	\$250 Deposit	N/A	Invoiced on T&M Basis	Recording Fees Only
Encroachment Permit for Annual Accounts (Cable TV, PG & E, SMIUD, Frontier, Homebuilders, etc)	\$47 Deposit	\$9,002 \$2,000 Deposit (may be reduced at Director's discretion)	\$2,319	\$39 + 5% of Construction Costs	\$523 + \$2 per foot	Invoice at Actual Cost	\$33 + Engineering Fees	\$350 Deposit	\$350 + \$10 IT Recovery Fee, \$2,500 Security Deposit or Bond
Encroachment Permit Major	\$250 Deposit	\$7,138 \$2,000 Deposit (may be reduced at Director's discretion)	\$118 + \$1.71/sq. ft.	\$39 + 5% of Construction Costs	\$523 + \$2 per foot	\$300 Deposit	\$33 + Engineering Fees	\$1,500 Deposit	\$350 + \$10 IT Recovery Fee, \$2,500 Security Deposit or Bond
Encroachment Permit Minor (driveways, culvert repair/replacement, non-construction encroachments)	\$250 Deposit	\$250 (estimated)	\$118 + \$1.71/sq. ft.	\$78	\$523	\$300 Deposit	\$33 + Engineering Fees	Plan Check: \$2,000 Deposit Inspection: Deposit based on estimated construction time	\$100 + \$3 IT Recovery Fee
Building Permit On-Site Support (reviews and/or inspections)	Billed at Actual Cost through Engineering Fees	\$1,500 Deposit (Billed at actual cost)	Same as Engineering Fees	\$698 Commercial \$122 Residential Inspection ???	\$6,485 < 5 ac \$7,775 5-10 ac + \$68 /ac > 10 ac	\$300 Deposit	Actual time @ \$85/hr	Actual time @ \$85/hr	\$950 Deposit T & M @ \$120 - \$145 /hr
Final Map Amendment/Revision	\$500 Deposit	\$2,500 (estimated)	\$9,376	N/A	N/A	\$500 Deposit	Deposit TBD on \$85/hr	Invoiced on T&M Basis	Invoiced on T&M Basis @ \$120 - \$145 /hr
Final Parcel Map	\$300 Deposit	\$7,000 Residential \$9,200 Commercial	\$5,023	\$300 + \$11 per lot + County Fees	\$3,341 + \$12 per lot	\$2,200 Deposit	\$85 + \$450 deposit on \$85/hr	\$1,500 Deposit	\$300 Deposit T & M @ \$120 - \$145 /hr
Final Subdivision Map	\$500 Deposit	\$7,000 + \$70 per lot	\$9,376	\$241 + County Fees	\$3,674 + \$12 per lot	\$2,800 + \$25/lot Deposit	\$85 + \$600 deposit on \$85/hr	\$2,500 Deposit	\$500 Deposit T & M @ \$120 - \$145 /hr
Reversion to Acreage (5 lots or greater)	\$500 Deposit	\$4,000 (estimated)	\$4,209	\$1,458	\$1,491	\$1,700	Deposit TBD on \$85/hr	\$1,007 Deposit	\$250
ROW Vacation / Abandonment	\$850 Deposit	\$5,500	\$2,143	\$1,169	\$2,797	\$500 Deposit	Deposit TBD on \$85/hr	\$850 Deposit	\$1,461.50
Street Blocking/Special Use Permit	\$20	\$690	\$54 + Actual Cost for City Support as needed	\$39	\$50	\$25 - Res. Block Party <500 people - \$75 500-3000 - \$200 >3000 - \$350	\$0 - \$50 App Fee Cost Recovery for Certain Event Types CM May Waive Fee	\$20	N/A



APPENDIX C – FEE GLOSSARY

Annexation

To incorporate a land area into the City.

Appeal Board or Board of Appeal

A designated official or an official body charged with the duty of hearing and making determinations upon appeals with respect to divisions of real property, the imposition of requirements or conditions thereon, or the kinds, nature and extent of the design or improvements, or both, recommended or decided by the advisory agency to be required.

Assembly Occupancy

Assembly occupancy refers to the occupancy or the use of a building, or part thereof, by a gathering of persons for civic, political, travel, religious, social, education, or similar purposes, or serving of food or drink.

Boundary Line Adjustment

A boundary line adjustment, also known as a lot line adjustment, accommodates a transfer of land between adjacent separate lots. Boundary line adjustments do not create additional lots or building sites.

Building Permit

A Building Permit is required to construct or modify a building or structure.

C of O

Certificate of Occupancy

California Environmental Quality Act (CEQA)

The California Environmental Quality Act (commencing with Public Resources Code Section 21000) requires local and state governments to consider the potential environmental effects of a project before deciding whether to approve it.

CBO

Chief Building Official

Certificate of Compliance

A certificate recorded by the City which determines that the subdivision or real property complies with the provisions of the Subdivision Map Act and City of Elk Grove ordinances enacted pursuant thereto. A recorded final map or parcel map shall constitute a certificate of compliance with respect to the parcels of real property described therein.

Certificate of Occupancy

A Certificate of Occupancy is required before any new building can be occupied, or before an existing building can be used for a new purpose.

Conditional Use Permit

Pursuant to the zoning ordinance, a conditional use permit (CUP) may authorize uses not routinely allowed on a particular site. CUPs may require a public hearing and if approval is granted, are usually subject to the fulfillment of certain conditions by the developer. Approval of a CUP is not a change in zoning.

Design and/or Site Plan Review

The purpose of Site Plan Review is to: Protect the public health, safety, and welfare; minimize adverse effects upon pedestrian and vehicular traffic; ensure that design is safe, efficient, environmentally sound, aesthetically responsive, and protects properties in the immediate vicinity and the general public; ensure compliance with the Zoning Ordinance, and other documents that may control development; and provide a consistent and uniform method of review.

Donation Box Permit

An unattended container, receptacle, or similar device that is located on any lot within the City and that is used for soliciting and collecting donations of clothing or other salvageable personal property.

General Plan Amendment

The purpose of a General Plan Amendment is to periodically review and amend the General Plan based upon prevailing needs. Amendments to any one of the mandatory elements of the General Plan are limited to four times in one calendar year (Government Code Section 65358(b)). Amendments approved concurrently only count as a single amendment.

Historical Preservation Committee

Elk Grove's Historic Preservation Ordinance provides for the identification, designation, protection, enhancement, perpetuation, and use of historic resources, including buildings, structures, objects, sites, districts, and cultural landscapes within the City that reflect special elements of the City's heritage and cultural diversity. The Historic Preservation Committee is the advisory body appointed to enact the provisions of this ordinance.

Letter of Public Convenience

Whenever an applicant for a liquor license is required to obtain a letter of public convenience or necessity from the local governing body, the applicant shall submit an application to the City.

Lot Merger

The purpose of a lot merger is to merge two or more contiguous parcels or units of land under common ownership into one parcel.

Master Plan

A detailed document that addresses the physical development, redevelopment and public investment on a parcel by parcel basis as outlined by the City of Elk Grove General Plan.

MFR

Multi Family Residential

Minor Deviation

The purpose of the minor deviation is to allow some flexibility in project design with regards to specific development standards. Minor deviations do not apply to the use of property. To achieve more flexible standards, the Planning Director may grant minor deviations to the building height, setback, lot coverage, and parking provisions not to exceed 10 percent of the respective development standards in the underlying zoning district for the subject parcel. All other deviations require approval of a variance application.

Multi Family Residential

A building designed and intended for occupancy by three or more families living independently of each other, each in a separate dwelling unit, which may be owned individually or by a single landlord (e.g., apartment, apartment house, townhouse, condominium).

Onsite Noticing

Posting of a notice of a pending action at the site location.

Prezoning

The purpose of prezoning is to establish the designation of land use by zoning district for unincorporated property adjoining the City, within the sphere of influence.

Reimbursement Agreement

A contract for reimbursement that may require that the City be reimbursed for the cost of improvements that are directly attributable to the development.

Residential Building

May include single family dwellings, multi family dwellings, and hotels and motels.

SFD

Single Family Dwelling

Single Family Dwelling

A freestanding residential building designed and/or occupied exclusively by one living unit that includes one kitchen and permanent provisions for living, sleeping, eating, sanitation, and parking.

Special Planning Area

In areas covered by a Specific Plan, the Specific Plan standards supplant the Zoning Code standards. The Zoning Code designates parcels to certain Specific Plan areas, and then the regulations of each Specific Plan govern all parcels that fall under Specific Plan designation.

Specific Plan

A specific plan, or any element or part thereof, adopted by the City Council pursuant to the provisions of the State Planning and Zoning Law, Title 7 of the Government Code.

Temporary Model Home Sales Office

Temporary use of a dwelling unit within a residential development project as a sales office for the units on the same site, which is converted to residential use at the conclusion of its office use.

Temporary Use Permit

A Temporary Use Permit (TUP) is intended to allow for the short-term placement of activities, many of which would be prohibited on a permanent basis.

Tenant Improvements

Changes made to the interior of a commercial or industrial property by its owner to accommodate the needs of a tenant, such as floor covering, ceilings, partitions, air conditioning, fire protection, and security.

Tenant Improvements Major

Alternations that include structural changes.

Tenant Improvements Minor

Maintenance, repair, and minor alternation improvements.

Tentative Parcel Map

A map presented to the advisory agency for approval of land divisions which require a parcel map.

Tentative Subdivision Map

A map presented to the advisory agency for approval of land divisions which require a final subdivision map.

Tree Permit

An authorization by the City for the removal, pruning, or work in the critical root zone of a tree.

Variance

A variance is a limited waiver of development standards for a use that is otherwise permitted in that zone. The City may grant a variance in special cases where: (1) application of the zoning regulations would deprive property of the uses enjoyed by nearby, similarly zoned lands; and (2) restrictions have been imposed to ensure that the variance will not be a grant of special privilege. The City may not grant a variance that would permit a use that is not otherwise allowed in that zone (for example, a commercial use could not be approved in a residential zone by variance). Typically, variances are considered when the physical characteristics of the property make it difficult to develop.

Williamson Act

The California Land Conservation Act of 1965--commonly referred to as the Williamson Act--enables local governments to enter into contracts with private landowners for the purpose of restricting specific parcels of land to agricultural or related open space use. In return, landowners receive property tax assessments which are much lower than normal because they are based upon farming and open space uses as opposed to full market value. Local governments receive an annual subvention of forgone property tax revenues from the state via the Open Space Subvention Act of 1971.

Zoning Amendment

The purpose of a zoning amendment is to allow modification to any provisions of the City's Zoning Code (including the adoption of new regulations or deletion of existing regulations) or to change the zoning designation on any parcel(s).

Zoning Clearance Plan Check

The purpose of the zoning clearance/plan check is to ensure that all new and modified uses and structures comply with applicable provisions of the City Code, using simple administrative plan check procedures. Zoning clearance/plan check is required for all structures that require a building permit and for signs.

Zoning Confirmation

The purpose of written zoning confirmation is to verify in writing the allowed uses, development standards and regulations applicable to a specific site. Zoning confirmation letters are often used by finance institutions during due diligence purposes, but can be requested by anyone at anytime.

Zoning Interpretation

An interpretation of the text of the land development code and the official zoning maps may be requested by any resident, landowner, or any person having a contractual interest in land in the incorporated boundaries of the City of Elk Grove.