



PARKS & RECREATION COMMISSION AGENDA

Regular Meeting
Wednesday, October 22, 2014 at 6:30 PM
Arrillaga Family Recreation Center
700 Alma Street, Menlo Park, CA 94025

CALL TO ORDER

ROLL CALL – James Cebrian, Tom Cecil, Kristin Cox (Chair), Christopher Harris, Marianne Palefsky (Vice-Chair), Thomas Stanwood, Elidia Tafoya

A. PUBLIC COMMENT (Limited to 30 minutes)

Under “Public Comment,” the public may address the advisory body on any subject not listed on the agenda within the jurisdiction of the Commission. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information. The public may address the Commission regarding items listed on the agenda during the consideration of each item.

B. REGULAR BUSINESS

- B1.** Approval of minutes for the September 24, 2014 meeting ([attachment](#))
- B2.** Review and provide general direction on the City’s Non-Resident Fees and Priority Registration Policy ([attachment](#))
- B3.** Approve Quarterly Report to City Council ([attachment](#))

C. REPORTS AND ANNOUNCEMENTS

- C1.** Presentation on Menlo Movie Series
- C2.** Bedwell-Bayfront Subcommittee Report (Palefsky)

D. INFORMATION ITEMS

- D1.** Community Services Department Director’s Update and Announcements ([attachment](#))

E. ADJOURNMENT

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PARKS & RECREATION COMMISSION DRAFT MINUTES

Regular Meeting
Wednesday, September 24, 2014 at 6:30 PM
Menlo Park Senior Center
100 Terminal Avenue, Menlo Park, CA 94025

The meeting was called to order by Chair K. Kox at 6:37 p.m.

ROLL CALL:

Present: James Cebrian, Kristen Cox, Maryanne Palefsky (arrived at 6:38), Thomas Stanwood, Christopher Harris, Elidia Tafoya (arrived at 7:08)

Absent: Tom Cecil

Staff: Derek Schweigart, Community Services Assistant Director

A. PUBLIC COMMENT

There were no public comments.

B. REGULAR BUSINESS

B1. Approval of minutes for the July 23, 2014 meeting

ACTION: Motion/Second (Cebrian/Stanwood) to approve the minutes for the June meeting. Motion passes with all present members in favor.

B2. Discuss and provide feedback on the proposed Library Landscaping Project

Jesse Quirion, Public Works Director, introduced Brian Fletcher from the Callander and Associates Landscape Architecture Company. They presented a plan that includes replacement of most of the landscaping around the Library.

Commission members provided the following feedback:

- Commissioners expressed concern about some of the proposed materials, such as pebbles, as they may scatter around the campus.
- Commissioners were not clear whether the plan would provide ample space for reading and leisure outside the Library.

Commission Chair moved onto item D1.

D1. Report on Fremont Park Pine Tree Removal and Replacement/Existing Tree Reuse Options

The Commission is supportive of preserving some parts of the fallen tree at the current park location and explore reshaping parts to make different objects such as play structure and outdoor furniture. In addition, the Commission were also in favor of

repurposing some of the tree wood to make furniture that may be auctioned off to generate funds for the purchase of a new tree.

Chair moved onto item C2

C. REPORTS AND ANNOUNCEMENTS

C2. Bedwell-Bayfront Subcommittee will provide update on the committee's work (Palefsky)

The subcommittee members pointed out that the city's ability to redevelop and attract new businesses is dependent upon the live-work-play space ratio. They brought up the importance of the park's maintenance and the visitor's safety. The members are interested in contracting ranger services and would like to review the past contracts between the City and service providers. The Commission members were interested in learning about maintenance costs and ranger-services costs. They will bring this item for discussion again before the current maintenance contract expires in 2015.

C1. Present and discuss City Council feedback with regard to the Commission's work plan goals (Palefsky)

The City Council was supportive of changing the Commission's charter to Parks, Recreation and Art Commission. The commission members discussed the feedback from the Council and agreed that adding art to the commission's purview at this time would be premature without further exploration and consideration.

D. INFORMATION ITEMS

D2. Presentation of Belle Haven Neighborhood Action Plan Update

Subcommittee members spoke about feedback they gathered in community meetings. Belle Haven residents would like to see concrete benefit from the local companies, such as Facebook, in terms of employment.

Chair moved onto item B3

B3. Discuss and approve Quarterly Report to City Council

No action was made on this item. The members appointed Thomas Stanwood to present the Commission's Quarterly Report to City Council

D3. Community Services Department Director's Update and Announcements

There was no discussion on this item.

E. ADJOURNMENT – 9:35 P.M

Prepared by: Jelena Gaines



COMMUNITY SERVICES DEPARTMENT

Parks and Recreation Commission Meeting Date: October 22, 2014

Agenda Item #: B2

REGULAR BUSINESS: Review and provide general direction on the City's Non-Resident Fees and Priority Registration Policy

RECOMMENDATION

Staff recommends that the Parks and Recreation Commission provide general feedback and direction on the City's non-resident fees and priority registration policy.

BACKGROUND

The City Council received an email in February 2014 from a resident of unincorporated Menlo Park regarding the 35% surcharge added to Community Services program fees for non-residents. Since these fees and the non-resident fee policy were set by Council, this question has been referred to the Park and Recreation Commission for review. The Parks and Recreation Commission held the initial meeting on this issue on March 26, 2014. During the meeting, the following topics were presented by staff (see Attachment A for staff report):

- Defined and mapped the unincorporated areas adjacent to the City of Menlo Park
- Reviewed the property taxes distinctions between incorporated and unincorporated residents
- Provided the history and explanation for non-resident surcharges for recreation programs and services
- Compared Menlo Park non-resident rates and policies with other regional cities
- Reviewed the estimated percentage of non-resident customers and provided the estimated annual revenue

Based on the feedback from the meeting in March as well as public comment at the City Council meeting on May 13, 2014 regarding the Master Fee Schedule, Council directed staff to present additional information on non-resident fees and priority registration policy to the Parks and Recreation Commission for their review and recommendation.

ANALYSIS

The City of Menlo Park, as with many cities, charges a non-resident rate for its programs and services that helps offset the overhead costs paid for by general tax dollars and, therefore, not shared by non-residents for programs, services and facilities. The City passes these costs on to non-residents by way of a non-resident user fee surcharge which varies between programs but is generally 35% of the resident rate (25% for gymnastics). The following table compares Menlo Park's non-resident fees with other municipalities in the region.

REGIONAL CITIES COMPARISON OF NON-RESIDENT POLICIES			
<i>City</i>	<i>Priority Registration</i>	<i>Non-Residents Rate</i>	<i>Unincorporated Areas</i>
Menlo Park	1 week	35%, 25% for gymnastics	Non-Residents
Burlingame	No preference	15-20% classes and 50% fields	N/A
Redwood City	2 week	20%	Residents
San Carlos	1 week	20% up to \$20 max	Residents
San Mateo	2 week	25% up to \$25 max	Non-Residents
Foster City	2 week	\$10 flat rate	N/A
Palo Alto	1 week	15% classes, up to 50% for everything else	N/A
Mountain View	2 week	25%	Residents
Santa Clara	1 week	25% up to \$40 max	N/A

The neighboring cities' non-resident fees vary, and in comparison Menlo Park is slightly higher than the average. Menlo Park has increased non-residents fees over the past 20 years, especially during economic down turns and when the City was facing a fiscal crisis. The last increase to 35% for the non-resident surcharge was approved by City Council in 2004. In addition, Menlo Park is consistent with the other cities' policies on priority registration with the general practice of waiting 1 or 2 weeks before non-residents can register for classes. While not all of the other cities have unincorporated areas, the cities that do have are split as to whether they allow those customers to pay the resident fees and participate in priority registration.

Non-Resident Statistics by City and Program Area

In the March 2014 staff report, non-resident fee percentages and financial calculations were based on estimates by evaluating the total customer database. After further analysis of all of the program registrations from January 2010 through June 2014, the following information can be provided regarding the percentage residents and non-residents using the programs and services of the Menlo Park Community Services Department.

Program Participants	% of Participants	Average Annual Revenue	% of Total Revenue
Residents	67%	\$2,653,198	74%
Non-Residents	33%	\$932,291	26%

The average annual revenue in the above table is based on fees charged for services and paid by customers directly. These figures do not include facility rentals, sports field rentals, special events or Menlo-Atherton Performing Arts Center, which is approximately \$695,000 in additional annual revenue. It also does not include any revenue from other government sources or grants, which is approximately \$625,000.

The following table provides a detailed breakdown of non-resident participants in Community Services programs as well as the average annual revenue, percentage of revenue and average annual non-resident surcharge by each area. The two largest groups are Menlo Park unincorporated non-residents and Palo Alto.

Non-Resident Participants By Area	% of Participants	Average Annual Revenue	% of Total Revenue	Avg Annual Non-Resident Surcharge
Atherton	3.6%	\$163,380	4.6%	\$42,357
East Palo Alto	3.7%	\$33,159	0.9%	\$8,596
Los Altos/Los Altos Hills	1.0%	\$21,774	0.6%	\$5,645
Menlo Park Unincorporated	6.4%	\$235,381	6.6%	\$61,024
Palo Alto	6.1%	\$184,061	5.1%	\$47,719
Portola Valley	1.4%	\$51,298	1.4%	\$13,299
Redwood City	3.3%	\$72,858	2.0%	\$18,889
Woodside	0.8%	\$35,157	1.0%	\$9,114
Other*	6.4%	\$135,221	3.8%	\$35,057
Total	33%	\$932,291	26%	\$241,705

*Other cities include Stanford, Belmont, San Jose, Cupertino, Burlingame, Campbell, Union City, Sunnyvale, Santa Clara, San Mateo, San Carlos, San Francisco, Daly City, Foster City, San Bruno, Mountain View, Newark (all cities less than 1%)

The percentage of residents and non-residents varies by program area. Any potential changes to the non-resident fee policy may affect programs differently. The table below provides the percentage of residents and non-residents by each main facility within Community Services. Menlo Children's Center preschool and afterschool programs have fewest non-residents mainly due to the high monthly enrollment fees up to \$1400-\$1800 per month for residents. In addition, the childcare facility proximity to home or school is also a significant contributor to more residents using this service and also the reason for the lower percentage of non-residents for Belle Haven After School and Belle Haven Child Development Center. The three Arrillaga recreational facilities on the Burgess campus as well as the Senior Center have more equally divided amount of residents and non-residents in their programs. There are likely several factors contributing to these percentages including the popularity of those programs, high

quality facilities, and Menlo Park's ability to offer unique recreational opportunities not offered in other neighboring communities.

Menlo Park Facility/Program Area	Residents	Non-Residents
Menlo Children Center	93%	7%
Belle Haven After School	83%	17%
Belle Haven Child Development Center	79%	21%
Onetta Harris Community Center	74%	26%
Arrillaga Gymnasium	59%	41%
Arrillaga Gymnastics Center	56%	44%
Arrillaga Recreation Center	55%	45%
Senior Center	52%	48%

The above figures do not include facility rentals, sports field rentals, special events, or aquatics. The City's registration system currently does not easily separate the percentage of residents and non-residents for facility rentals. Also, groups or individuals who rent or lease the Menlo Park facilities are not required to track residency or charge an additional non-resident surcharge to their participants.

While the various Community Services programs have different percentages of non-residents, the fiscal impact of non-residents fees to these programs varies significantly. Many of the programs at the Senior Center are free and the average class fee at Onetta Harris Community Center is \$25 per session for residents and \$34 for non-residents. By evaluating the overall department, the average class costs are shown below. In order to reflect accurate average class costs childcare fees, team sports league fees, and drop-in classes were not included. The average class cost is helpful in understanding the approximate amount of non-resident surcharge fees that non-residents are spending and is helpful when comparing an annual fee, creating a cap for fees, or evaluating other options discussed later in the report.

Average Class Costs	
Overall	\$202
Residents	\$189
Non-Residents	\$224

Alternative Non-Resident Fee Options

If Menlo Park wants to align more closely with neighboring cities, the Parks and Recreation Commission could recommend lowering the non-resident surcharge percentage or place a cap on the total amount of non-resident fees for each class. The following table demonstrates the potential financial impact of a change to the non-

resident surcharge percentage or a cap on the total amount charged for non-resident fees per class. The various options evaluated were to reduce the non-resident surcharge percentage to 25% or 20%, similar to other neighboring cities, or to set a non-resident fee cap at intervals of \$40, \$50, or \$75 per class. With the cap at \$50 and \$40, revenue losses are comparable to the reduction in percentage from 25% to 20%. The cap at \$75 demonstrates an option to address the small minority of customers, approximately 100 customers each quarter, who are paying more than \$100 in non-resident surcharge fees for each class. The classes include higher levels gymnastics, martial arts, and dance.

Non-Resident Fees Estimates	Annual Non-resident Surcharge Revenue (Classes Only)	Estimated Annual Change
No change	\$261,300	-
Reduce to 25%	\$225,500	(\$35,800)
Reduce to 20%	\$180,400	(\$80,900)
Current % with cap at \$75	\$240,300	(\$21,000)
Current % with cap at \$50	\$218,100	(\$43,200)
Current % with cap at \$40	\$189,300	(\$72,000)

The above table analyzes the financial impact to classes only. The potential decrease in non-resident revenue from facility rentals is too difficult to determine at this time due to limitations of the current registration software.

It has been suggested that lowering non-resident fees, could result in additional revenue from an increase in non-resident participants that would offset these estimated decreases. This is difficult to calculate since it is unknown how many new non-resident customers will use Menlo Park recreational services if the fees were lowered. However, with an average class cost of approximately \$200, the decrease in revenue with using the 25% non-resident surcharge could result the need for 180 more class registrations per session or an approximate increase of 14% more non-residents in order to breakeven.

Class Capacity

Another item both Council and Commission request be analyzed further was the relationship between class capacity and lower non-resident rates. The goal would be to potentially increase class capacity with more non-residents if the fees were lowered. Class capacity is determined by evaluating the total number of participants in the class compared to the maximum number of participants that could be in the class. Class capacity is not easily estimated because the maximum number of participants can be set by the available room size, instructor preferences, risk management best practices, or by state licensing regulations in the case of childcare. Class capacity is also only

measuring the capacity within the existing programs and does not measure the total capacity for the facility.

The following two tables demonstrate the class capacity for the overall Community Services department as well as each program area. Currently, nearly half of all of the classes for the overall department are at 80-100% capacity (100% equals a full class). In addition, regardless of the class capacity percentage, the average number of residents and non-residents is relatively consistent across the various capacity categories with approximately 60% residents and 40% non-residents. Therefore, one potential conclusion might be that regardless of the price the class capacity is based more on the customer preferences.

Class Capacity Overall	% of Classes	Average % of Residents	Average % of Non-Residents
100-80%*	53%	58%	42%
79-60%	14%	64%	36%
59-40%	16%	60%	40%
Below 40%	18%	63%	37%

Facility/Program Area	Average Class Capacity %	% of Residents	% of Non-Residents
Menlo Children Center	91%	93%	7%
Belle Haven After School	81%	83%	17%
Belle Haven Child Development Center	100%	79%	21%
Onetta Harris Community Center	41%	74%	26%
Arrillaga Gymnasium	69%	59%	41%
Arrillaga Gymnastics Center	90%	56%	44%
Arrillaga Recreation Center	45%	55%	45%
Seniors Center	83%	52%	48%

As shown in the table above, the average class capacity within each program area varies widely. The three childcare facilities have higher capacity and higher percentage of residents. The term “classes” for childcare refers to their monthly enrollments and camps. The Arrillaga Family Gymnastics Center and Senior Center have high class capacity but have more an equal split of residents and non-residents. The two community centers, Arrillaga Family Recreation Center and Onetta Harris Community Center, have the two lowest class capacities. The two community centers offer the widest range of programming for the most diverse group of customers. The community centers have a core group of classes that are successful and have higher average class capacity. However, the centers also offer more new classes or experimental classes where the demand and proven track record have not been established. In addition, the Arrillaga Family Recreation Center mainly uses contract instructors for their classes. The contract instructors earn 60% of the resident fees while the City retains 40% of the resident fees and the entire non-resident surcharge. The contract instructors often get to decide if they will still hold a class regardless of the number of participants in the

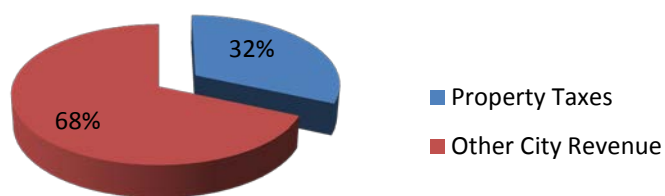
class as well as set the resident fees for their classes. Similar to the overall department analysis, it is difficult to measure if the non-resident fees were lowered whether more non-residents would register for classes especially at the facilities with more available capacity or if the classes would continue to have lower attendance by both residents and non-residents due to customer preferences.

One alternative suggested was to have the non-resident surcharge percentage decrease for lower capacity classes to entice more non-residents to help fill up classes. Due to how the class fees are advertised as well as the restrictions with the current registration software, a real-time sliding scale percentage option would not be feasible. These changes would be difficult to communicate with potential customers. In addition, this change may incentivize customers to sign up later for classes in order to wait for a lower class fee and the class may be cancelled in advance due to low enrollment. Lastly, having multiple non-resident fees adds to the administrative costs and increased staff time for data entry.

Property Taxes

As explained in the March staff report, non-residents pay the non-resident surcharge because their property taxes do not contribute to the City of Menlo Park's General Fund. The City's General Fund helps cover both the direct and indirect costs of providing the many services the City provides. Even when there are charges for services, the full cost of providing those services does not include all of the overhead, capital spending and depreciation of facilities which is paid for by General Fund tax dollars. In FY 2013-14, the Community Services Department programs and facilities were supported by the General Fund by approximately \$1.6 million dollars, which does not include the capital investment and depreciation of recreation facilities. Many of the capital investments for the Community Services Department facilities have been made by the Measure T bonds financed by Menlo Park property owners.

Below is an estimate to quantify the amount of property taxes residents contribute to the Community Services program annually. In YR13-14, the City of Menlo Park's General Fund revenue was \$46.5M with 32% from property taxes.



The Community Services Department's General Fund expenses were approximately \$1.6M in YR13-14. Therefore, the resident property tax contribution to the \$1.6M would be approximately \$512,000. If divided by the total number of owner occupied households (estimated to be 9,800 households), the total annual contribution by each household's property taxes to the Community Services

Department would be \$52. This amount does not include the other city overhead which supports the Community Services Department including Public Works, Finance, Human Resources, etc.

The County Assessor Office's data listed the average assessed property value for Menlo Park to be \$1,012,126. If this amount is multiplied by the "Menlo Park Parks & Rec Bond" property tax rate, the average contribution to the Measure T bond by resident property owners is \$142 annually.

By combining the annual contribution to the General Fund and the annual contribution to Measure T, the total average contribution by residents' property taxes to the Community Services Department is approximately \$194 each year.

Property Taxes	Average Annual Resident Property Tax Contribution
General Fund for CSD	\$52
Measure T	\$142
Total	\$194

COMMISSION FEEDBACK

Staff recommends the Parks and Recreation Commission consider the following options regarding the non-resident fees and registration priority policy:

Option A – Lower non-resident surcharge percentage for all non-residents

- The financial impact for lowering the non-resident surcharge to 25% or 20% could be potentially \$35,800 or \$80,900, respectively.
- There is potential for an increase in participation due to the lower fees which could offset these revenue losses and potentially increase overall revenue. However, it is difficult to measure and the potential risk is unknown. The General Fund contribution to Community Services Department may need to increase if non-resident participation does not increase at least 14% to offset the revenue loss.

Option B – Lower non-resident fees to the resident rate for only unincorporated Menlo Park non-residents

- The financial impact for removing the non-resident surcharge for non-residents of unincorporated Menlo Park is estimated to be approximately \$60,000 annually.
- Similar to Option A, there could be additional revenue from additional participants to offset the revenue decrease from lowering the non-resident

fees. With an average class cost of approximately \$200, the decrease in revenue with this option could result in the need for 300 more class registrations per session or an approximate increase of 23% more non-residents in order to breakeven. A separate or 3rd lower non-resident percentage for only unincorporated Menlo Park non-residents is not an option with current registration software and too challenging to implement.

Option C – Keep non-resident fees at current rate but cap non-resident surcharge at \$75 per class (or different amount)

- The financial impact for the \$75 per class cap would be approximately \$21,000 annually.
- This option would reduce the impact to customers who are paying more than approximately \$280 per class.
- Similar to Option A and B, it is unknown if there would be enough additional revenue for additional participants to offset the revenue decrease or whether the City's general fund would need to make up the difference.

Option D – Provide resident priority registration to unincorporated Menlo Park non-residents but make no changes to non-resident fees

- There is no financial impact to the annual revenue by selecting this option. There would be a one-time expense of approximately \$6,000 to implement this change to current registration system.
- Residents could be potentially impacted in programs with less available class capacity and may not be able to register for their preferred class or time slot.

Option E – Non-resident option to purchase "residency" by paying approximately \$194 or more annually

- The financial impact is difficult measure not knowing which non-residents would choose this option.
- This is another alternative to Option C, creating a cap per class, to assist those families paying more than \$100 per class in non-resident surcharge fees.
- Similar to Option D, residents would be potentially impacted in programs with less available class capacity. However, many of the higher level classes with the largest class fees have fewer issues with class capacity and could likely accommodate both residents and non-residents.

Option F – A combination of any of the above options

Option G – No change to non-resident fees or priority registration

IMPACT ON CITY RESOURCES

The financial impact to the City of Menlo Park's General Fund can range from \$0 to \$80,900 depending on the option(s) the Commission chooses to recommend to the City Council.

POLICY ISSUES

The policy question under consideration is whether or not the City should consider a subsidy for non-residents using City services, programs and facilities, including the option to eliminate priority registration period currently afforded to residents only.

ENVIRONMENTAL REVIEW

This report does not require an environmental review.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

ATTACHMENTS

- A. Non-Resident Fee Policy for Unincorporated Areas of Menlo Park Staff Report – March 26, 2014

Report prepared by:
Derek Schweigart
Community Services Manager



COMMUNITY SERVICES DEPARTMENT

Parks and Recreation Commission Meeting Date: March 26, 2014

Agenda Item #: C1

REGULAR BUSINESS:

Review and provide general direction on the City's Non-Resident Fee Policy as it relates to unincorporated areas of Menlo Park

RECOMMENDATION

Staff recommends that the Parks and Recreation Commission provide general feedback and direction on the City's non-resident fee policy, as it relates to residents in unincorporated areas of Menlo Park for the purpose of fee collection.

BACKGROUND

The City Council recently received an email from a resident of unincorporated Menlo Park regarding the 35% surcharge added to Community Services program fees for non residents. Since these fees and the non-resident fee policy were set by Council, this question has been referred to the Park and Recreation Commission for review.

There are currently four unincorporated areas adjacent to the City of Menlo Park that include Stanford Weekend Acres along Alpine Road, West Menlo Park along the Alameda, Menlo Oaks between Middlefield and Bay and North Fair Oaks between Marsh and Fifth Avenue. Since its incorporation in 1927, the City of Menlo Park has gone through as many as seventy-two (72) annexations; the last was off of Santa Cruz Ave and Sand Hill Road back in 2000. The process of annexation by a City is quite a lengthy process and is typically initiated by resident petition to the City when an unincorporated area wishes to include their development in the City's service area and requires an extensive review process by the City and County. Areas adjacent to a City which remain unincorporated are those where residents have not taken the necessary steps to incorporate in the City's service area. The households in the unincorporated areas of Menlo Park have a City of Menlo Park address and zip code, but do not pay City property taxes. It is important to note that if the area of North Fair Oaks was annexed it would become incorporated into the City of Redwood City as it is not contiguous with Menlo Park city limits (Attachment A). There has historically been a disincentive for residents in unincorporated areas of cities like Menlo Park to want to incorporate. Prior to the issuance of Proposition 13 in the late 1970s, property taxes were much higher in incorporated areas of the City compared to that of the County. This served as a financial disincentive for residents to want to take on the added tax burden. In addition, unincorporated areas did not have to abide by the City's zoning ordinances, land use regulations and other City ordinances such as overnight parking restrictions,

etc. Also, in the late 1970s, small pockets of unincorporated area could be annexed by the City and did not require voter approval as with larger areas.

The City of Menlo Park receives approximately 12 cents on every property tax dollar paid by a City resident, or 12% of a resident property tax bill for those properties in the City limits. Those tax dollars go directly into the City's General Fund Revenues and pay for City services. These services include such things as police, roads, street lights, parks, recreation facilities and much more. Just as residents in other municipalities do not contribute to the property tax revenue collected by the City, neither do those in unincorporated areas near Menlo Park, whose property taxes go to support County services.

ANALYSIS

The City's General Fund revenues for FY 2013-14 include 33% from property taxes, 15% from sales tax, 18% from charges for services and the rest from a variety of smaller sources. The City's General Fund helps cover both the direct and indirect costs of providing the many services the City provides. Where charges for services are not possible, General Fund tax dollars pay for the delivery of these services. Even when there are charges for services, as there are with many Community Services programs, the full cost of providing those services does not include all of the overhead, capital spending and depreciation of facilities which is paid for by General Fund tax dollars. In FY 2013-14, the Community Services Department programs and facilities were supported by the General Fund by approximately \$1.6 million dollars, which does not include the capital investment and depreciation of recreation facilities.

The City of Menlo Park, as with many cities, charges a non-resident rate for its programs and services that helps to offset the overhead costs not shared by non-residents for programs, services and facilities. As the cost for delivering services to non-residents is equally to residents in terms of staffing, supplies and the wear-and-tear on facilities, which eventually will need to be replaced, The City Council has previously determined that it would not be in the interest of the City to be the supplier of recreation programs in the region if non-residents are not also contributing to covering the full costs of these services. It has been the position of the City that the General Fund or resident tax dollars, should not subsidize non-residents in the delivery and consumption of City services.

The City passes these costs on to non-residents by way of a non-resident user fee surcharge which varies between programs but is generally 35% of the resident rate. A full list of approved charges for services can be found on the City's Master Fee Schedule (Attachment B).

Over the past twenty years, the City has made incremental increases to the non-resident fee in order to improve cost-recovery, especially during economic down turns and when the City was facing a fiscal crisis. Also, in 1999, the City did a comparison study of non-resident rates among nine other cities on the Peninsula, resulting in an increase in the non-resident rate from 20% to 25%, placing the City's non-resident fee

within the average range being charged by other cities. The rate was increased to 32% in 2002 and then again in 2004 to 35%, which is where it has remained for the past 10 years. Per the Master Fee Schedule, the non-resident surcharge may be less than or greater than 35%, depending on the particular program and/or circumstances.

In a recent survey of neighboring cities on the Peninsula, which includes Colma, Burlingame, San Mateo, Foster City, San Carlos, Redwood City, Palo Alto, Mountain View and Santa Clara, the non-resident rate averaged between 20% and 50%, with most charging around 25% surcharge. Of the cities surveyed, Colma charged the most to non-residents, which was the actual cost of the program, with Palo Alto second -- upwards of 50% for their non-resident rate. The City of Palo Alto also restricts access to non-residents to some of its public parks. The only City that charged the non-resident fee differently was Foster City, which charges a flat \$10 fee; which, depending on the class fee, could be anywhere from 1% to 90% of the resident rate. Of the Peninsula cities that have adjacent unincorporated areas, some of the cities, like San Carlos, Redwood City and Mountain View, charge those residents the same as their residents as long as they have a city address and zip code since they do not have address data bases that identify unincorporated households with city mailing addresses. Other cities having unincorporated areas, like Colma and San Mateo, do charge those residents the non-resident rate since their systems CAN identify unincorporated addresses with city mailing addresses.

The City of Menlo Park Community Services Department's customer database includes approximately 34,000 customers, some of which are active customers that include adults and children, and some which no longer use our services. In terms of residency versus non-residency: 52% of our customers are Menlo Park residents, 16% are Menlo Park non-residents and 32% are from other cities and are non-residents. Excluding the pools, which are fully operated by an outside contractor, and special events, for which we do not have accurate data in terms of residency, the majority of the non-resident revenue collected comes from the Recreation Services Division. There is an insignificant amount of revenue from Social Services programs and childcare. The revenue collected in the Recreation Services division was \$3,058,250 for FY 2012-13 which means that:

- 52% of revenue collected, or \$1,590,290, came from residents.
- 32% of revenue collected, or \$978,640, came from non-residents in other cities.
- 16% of revenue collected, or \$489,320 came from unincorporated Menlo Park non-residents

Based on these percentages and estimated dollar amounts, the amount of revenue collected as a result of the 35% non-resident fee surcharge (excluding resident fees) is:

- \$253,722 for non-residents in other cities (non-resident surcharge for 32% of revenue).
- \$126,860 for unincorporated Menlo Park non-residents (non-resident surcharge for 16% of revenue).

Staff recommends the Parks and Recreation Commission consider the following questions in their review and discussion of the City's non-resident fee policy and the treatment of residents in unincorporated areas of Menlo Park as non-residents for the purpose of fee collection:

1. Should the City of Menlo Park reconsider charging a surcharge to non-residents for programs and services?
2. Should the City of Menlo Park reconsider how it classifies residents of unincorporated areas of Menlo Park?
3. If the City should reconsider charging a surcharge to non-residents or residents of unincorporated Menlo Park, what other information would the Parks and Recreation Commission want to receive that would assist in making a recommendation to the City Council?

IMPACT ON CITY RESOURCES

The estimated fiscal impact to the City of Menlo Park if it eliminated the non-resident fee surcharge for recreation classes and programs is \$380,582. This is only an estimate and does not include non-resident fee surcharges for Social Services programs, field reservations, picnic rentals and tennis court rentals. For reference, the total budget of the Adults Sports Program is \$310,000. Total budget for the Onetta Harris Community Center is about \$460,000.

POLICY ISSUES

The policy question under consideration is whether or not City of Menlo Park residents should subsidize non-residents for City services, programs and facilities, and if so, to what degree?

ENVIRONMENTAL REVIEW

This report does not require an environmental review.

PUBLIC NOTICE

Public Notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting.

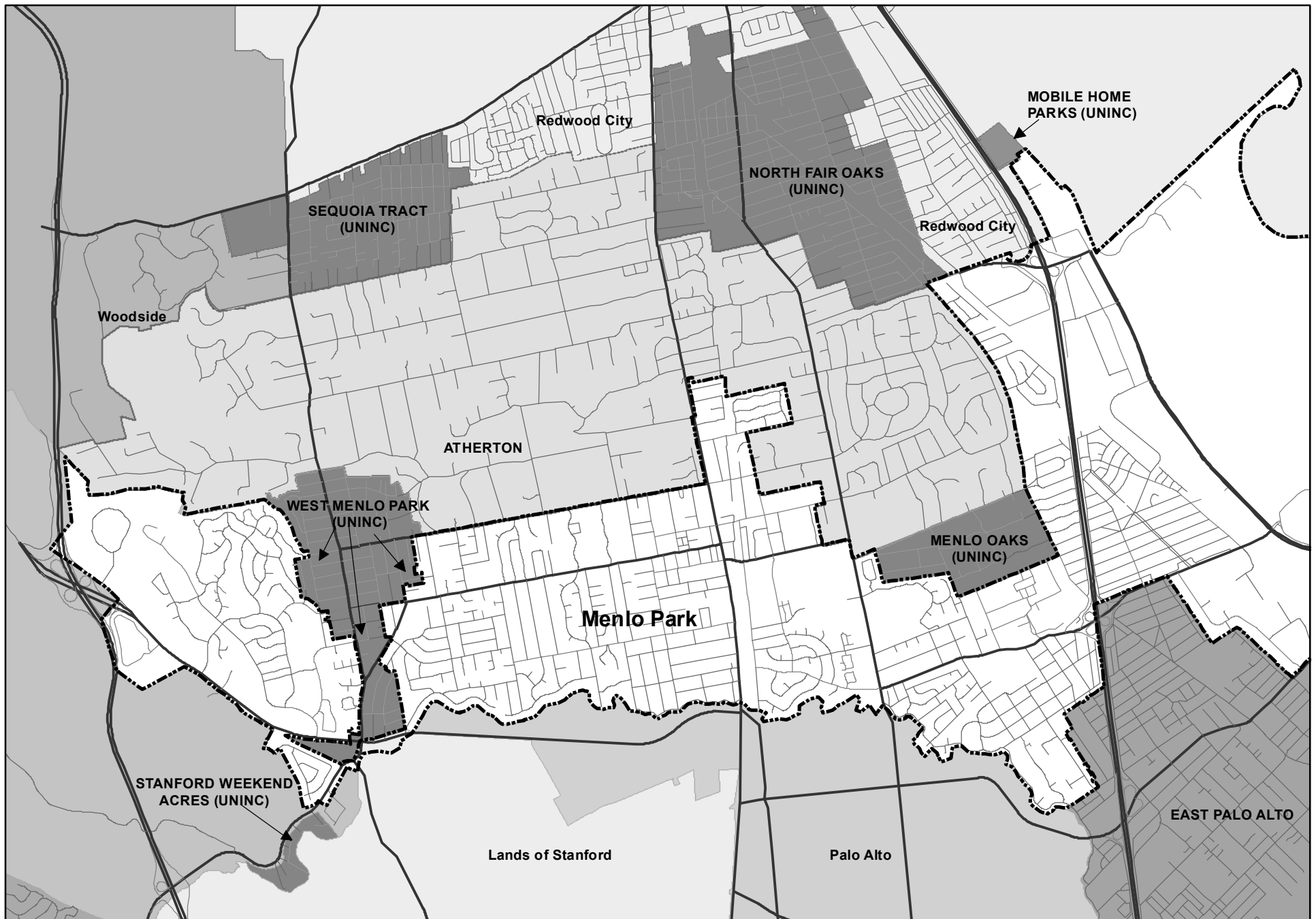
ATTACHMENTS

- A. City of Menlo Park Map and Unincorporated Areas
- B. City of Menlo Park Master Fees Schedule

Report prepared by:

Derek Schweigart

Assistant Director Community Services



CITY OF MENLO PARK AND SURROUNDING AREAS

0 0.5 1 2 Miles





MASTER FEE SCHEDULE

July 1, 2013

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GENERAL

COPY CHARGES

Per image (8 ½ x 11 sheet)	\$.10
Per image (11 x 17 sheet)	.20

RESIDENTIAL INFORMATION PACKETS

Each	5.00
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RETURN CHECK CHARGE

Per check – each return	30.00
Each department must display a sign indicating charge.	

STATE LAW CONCERNING RETURNED CHECK NOTIFICATION

California Civil Code, Chapter 522, Section 1719

Any person who issues a check on insufficient funds shall be liable for three times the amount of the check or \$100.00, whichever is greater.
The maximum amount which can be collected is \$1,500.00, plus the face value of the check, court costs and accrued interest.

A cause of action under this section may be brought in small claims court, if it does not exceed the jurisdiction of that court, or in any other appropriate court.

COLLECTION AGENCY FEE RECOVERY

The City will assess an additional 25% fee to any debt owed to the City which is assigned to a collection agency.	25% of assigned debt
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ADMINISTRATIVE SERVICES

MUNICIPAL CODE BOOK

Code Book and updating supplements to date.	
Unassembled	50.00
Assembled	250.00

PRIVATE SUBSCRIPTIONS

City Council	
Agendas	30.00
Minutes	45.00

The above fees cover paper, envelopes and postage costs.

NOTE: Current agendas and minutes can be picked up without charge at City Hall. You can also subscribe via the City's website (www.menlopark.org) to receive agendas and minutes by email free of charge.

CANDIDATES' ELECTION STATEMENT

Candidates' reimburse City for the statement printing and mailing costs. (Collected in advance. Any overpayment will be refunded.)	350.00
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POLITICAL CAMPAIGN STATEMENTS AND REPORTS

Copying charge (as per Government Code Section 81008) - per page	.10
Statements five or more years old - per statement	5.00

ADDITIONAL MAILING CHARGE

Inclusion of additional correspondence with weekly agenda mailings to various subscribers	cost of postage
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TAPE RECORDING DUPLICATION

Audio tape of City Council meetings - per tape (collected in advance)	actual cost
Video tape of City Council meetings - per tape (collected in advance)	actual cost

ADMINISTRATION BUILDING CONFERENCE ROOM RENTAL

Residents - per hour (plus cleaning fee deposit)	\$ 60.00
Non-residents per hour (plus cleaning fee deposit)	85.00
Plus equipment and furnishings replacement - per hour	5.00

COUNCIL CHAMBERS RENTAL

Residents - per hour (plus cleaning fee deposit)	125.00
Non-residents – per hour (plus cleaning fee deposit)	160.00
Commercial – per hour (plus cleaning fee deposit)	190.00
Service charge on cancellations	25.00
Cleaning Deposit (refundable)	250.00
Facility Attendant – per hour	17.50
Plus equipment and furnishings replacement – per hour	5.00
Other rental item: Piano - per use per meeting	50.00

MIS/PRINTING

Staff hourly billing rate per hour for programming and report generation plus material cost - 1/2 hour minimum	Quotation
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Staff hourly billing rate per hour for City Print Operator plus material cost- 1/2 hour minimum	Quotation
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FILM, VIDEO and AUDIO PRODUCTION PERMITS

Application Review and Coordination	150.00
Revisions – each	50.00
Daily Permit Fees	
Still Photography and Short Subject	50.00
Industrials	100.00
Features, TV, Music Videos and Commercials	150.00

PUBLICATIONS

Financial Statement – plus postage	20.00
Budget, bound copy – plus postage	15.00
Master Fee Schedule – plus postage	5.00

BUSINESS LICENSE

Duplicate Business License Certificate	2.00
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VERIFICATION OF NON-CONFIDENTIAL BUSINESS LICENSE INFORMATION

For Collection Agencies, etc. - per item	5.00
For Menlo Park residents	No Charge

MENLO PARK MUNICIPAL WATER

WATER

Metered Service Connection Charges: The estimated installation costs for metered services, based on the scope of the work, shall be paid to the Water Department before installation. The charge for installing the service shall be the actual cost of the meter, materials and labor, plus 25% of the costs for Engineering Division administration. Meters and materials remain the property of the Water Department.

Payment of a Capital Facilities Charge based on meter size is also required in advance:

Capital Facilities Charge Based on Meter Size

<u>CODE</u>	<u>SIZE</u>	<u>CAPITAL FACILITIES CHARGE</u>	<u>CODE</u>	<u>SIZE</u>	<u>CAPITAL FACILITIES CHARGE</u>
A	5/8"	\$ 2,706.00	E	2"	\$ 14,348.00
B	3/4"	2,706.00	F	3"	26,247.00
C	1"	4,328.00	G	4"	40,595.00
D	1-1/2"	8,935.00	H	6"	90,124.00

Larger sizes based on ratio of size to 5/8" – 3/4" meters.

Un-metered Fire Service Connection Charges: The estimated installation costs for un-metered fire service, based on the scope of the work, shall be paid to the Water Department before installation. The charge for installing the service shall be the actual cost of labor and materials, plus 25% for Engineering Division administration. Materials remain the property of the Water Department.

Payment of a Capital Facilities Charge for Fire Services is also required in advance:

Fire Services with sprinklers	\$ 1,000.00
Fire Services without sprinklers	3,500.00

Deposit Required to Establish Water Service Account: A deposit of \$25.00 per account is required of all customers applying for service. The deposit will be credited as a payment to customers Water Service Account when one year of timely payment history is achieved or at the close of account whichever comes first.

Penalty Deposit on Re-establish Water Service Account: A deposit equal to twice a normal monthly billing is required to re-open a service which has been disconnected due to non-payment. The deposit will be credited as a payment to customers Water Service Account when one year of timely payment history is achieved or at the close of account whichever comes first.

Deposit Required for Temporary Meters: A temporary water meter may be obtained from the Water Department upon payment of a \$2,500.00 deposit. Monthly rental charge is \$15.00. Temporary meters are to be read and billed monthly. If an illegal connection is determined, 100 units will be automatically billed in addition to the monthly bill. The Water Department shall designate the hydrant where temporary meters are to be used. The deposit will be refunded after return of the meter (undamaged) and payment of the final rental and reading billing.

Schedule of Charges:

Minimum monthly service charge based on meter size:

<u>CODE</u>	<u>SIZE</u>	<u>MONTHLY CHARGE</u>	<u>CODE</u>	<u>SIZE</u>	<u>MONTHLY CHARGE</u>
A	5/8"	\$ 14.46	F	3"	\$ 140.21
B	3/4"	14.46	G	4"	216.83
C	1"	23.12	H	6"	481.38
D	1-1/2"	47.70	I	8"	1,068.28
E	2"	76.62	J	10"	2,370.74

Plus a charge for water consumed based on monthly meter readings:

First 5 Units	\$ 2.30
Next 6 through 10 Units	2.90
Next 11 through 25 Units	3.47
All Units over 25	4.63

Plus: Capital Facilities Surcharge (per unit) - MPMWD Services .48

Un-metered Fire Connection Charges:

Monthly service charge based on size of the connection:

<u>CODE</u>	<u>SIZE</u>	<u>CHARGE</u>	<u>CODE</u>	<u>SIZE</u>	<u>CHARGE</u>
A	1-1/2"	\$ 4.00	F	8"	\$ 17.00
B	2"	5.00	G	10"	22.00
C	3"	7.00	H	12"	28.00
D	4"	9.00	I	8" & 10"	39.00
E	6"	13.00			

Finance charge on late payment:

1.5% Interest charge plus a penalty of 5% or \$3.00,
whichever is higher, if service has been turned off.

Turn-on and Reinstallation fee:

(for services closed for non payment):

During business hours - per hour fee (one hour minimum) 25.00

After business hours - per hour fee (one hour minimum) 65.00

Collection of delinquent account by third party collection agency 10.00

Fine for unauthorized connections – per occurrence 50.00

Removal of locks – per occurrence 50.00

Fire Flow Test (report included) 250.00

Additional copies of Flow Test Reports 25.00

Backflow Preventor Tags (3 year tag for tested assembly) 20.00

COMMUNITY SERVICES

ARRILLAGA FAMILY RECREATION CENTER

Cancellation fee for dropped classes	\$ 15.00
Equipment replacement and facility maintenance fee per class	2.00 to 5.00
Promotional Discounts – sliding scale – 5% to 15%	
Menlo Madness – Weekly Camps – per week – sliding scale	175.00 to 304.00
– Camp Registration Deposit (non-refundable)	25.00
– Extended Care – 10 hours a week	50.00

(Non-resident fees are 135% of resident fee unless a non-resident fee is listed)

RECREATION RENTALS – ALL FACILITIES

Confirmation of the reservations of a room rental by the recreation staff requires that the Community Services Department receive at the time of application, full payment of the rental fee for the total number of hours required for the function as well as a security and cleaning deposit from the individual or group renting the facility. Compliance with the rental contract as well as the security and clean-up procedures is the determining factor in the refunding of all or part of the security/cleaning deposit. No function can end later than 11 p.m., for weekday rentals and 1 a.m. on weekends. The Community Services Department must be given two weeks notice of any cancellation of a weekend rental and one week notice for cancellation of a weekday rental to receive a full refund. There is a **\$25.00** service charge on cancellations. Any exceptions to these requirements must be submitted to the director in writing two weeks before the activity takes place. ****Note:** Staff fee of \$17.50 per hour for each staff member assigned to an event for regular operational hours and \$26.75 per hour for overtime and holidays.

ARRILLAGA - WEEKEND RENTALS – Friday evening, Saturday & Sunday (2 hour minimum)

Sequoia Room – includes staff, tables and chairs for inside use.	
Resident – per hour	\$ 170.00
Non-resident – per hour	230.00
Elm Room - includes staff, tables and chairs for inside use.	
Resident – per hour	75.00
Non-resident – per hour	100.00
Cypress Room – includes staff, tables and chairs for inside use.	
Resident – per hour	75.00
Non-resident – per hour	100.00
Maple Room – includes staff, chairs for inside use.	
Resident – per hour	100.00
Non-resident – per hour	135.00
Willow Room - includes staff, tables and chairs for inside use.	
Resident – per hour	50.00
Non-Resident – per hour	70.00

ARRILLAGA - WEEKEND RENTALS – Friday evening, Saturday & Sunday
(2 hour minimum) - continued

Oak Room - includes staff, tables and chairs for inside use.	
Resident – per hour	\$ 75.00
Non-Resident – per hour	100.00
Juniper Room - includes staff, tables and chairs for inside use.	
Resident – per hour	75.00
Non-Resident – per hour	100.00
Large Patio	
Resident – per hour	170.00
Non-resident – per hour	230.00
Small Patio – additional charge with rental of Oak or Elm Rms – per hour	50.00
Kitchen	
Resident – per hour	40.00
Non- Resident – per hour	55.00

ARRILLAGA - WEEKDAY RENTALS (2 hour minimum)

Sequoia Room – includes staff, tables and chairs for inside use.	
Resident – per hour	125.00
Non-resident – per hour	170.00
Elm Room - includes staff, tables and chairs for inside use.	
Resident – per hour	55.00
Non-resident – per hour	75.00
Cypress Room – includes staff, tables and chairs for inside use.	
Resident – per hour	55.00
Non-resident – per hour	75.00
Maple Room – includes staff, chairs for inside use.	
Resident – per hour	75.00
Non-resident – per hour	100.00
Willow Room - includes staff, tables and chairs for inside use.	
Resident – per hour	35.00
Non-Resident – per hour	50.00
Oak Room - includes staff, tables and chairs for inside use.	
Resident – per hour	55.00
Non-Resident – per hour	75.00
Juniper Room - includes staff, tables and chairs for inside use.	
Resident – per hour	55.00
Non-Resident – per hour	75.00
Large Patio	
Resident – per hour	125.00
Non-resident – per hour	170.00
Small Patio – additional charge with rental of Oak or Elm Rms – per hour	50.00
Kitchen	
Resident – per hour	25.00
Non-resident – per hour	50.00

MISCELLANEOUS RENTAL ITEMS

Use of indoor furniture outdoors – Patio and certain picnic areas	
Table – each	\$ 5.00
Chair – each	1.00
EZ Up Canopy – (rental including setup and take down) – per day - each	75.00
Above fees include equipment and furnishings replacement fee:	
Per hour fee added to all room rental fees above for residents	5.00
Per hour fee added to all room rental fees above for non-residents	8.00
Cleaning Fee	75.00
Use of the Arrillaga Recreation Center by Recreation Department sponsored or co-sponsored groups on weeknights after 10 p.m. (Fridays after 7:00 p.m.), or on weekends shall be charged a staff fee of \$17.50 per hour.	
Birthday Party Packages – Residents	175.00
(non residents an additional \$52)	to 800.00
Non-Profit use of facilities – 50% discount off hourly room rates	
Multi-room Discount – 30% discount on any additional room(s) rented for the same time – applies only to the lower cost room(s)	

ARRILLAGA FAMILY GYMNASIUM

Court Rental fee (Arrillaga Gym only):	
Resident - per hour	70.00
Non-resident – per hour	95.00
Monthly Rental Agreement – one month - 10% discount	
Monthly Rental Agreement – 6 – 12 months – 20% discount	
Conference Room Rental – per hour	30.00
Locker rental – 6 months - Resident:	41.00
Locker rental – 6 months - Non-Resident:	55.00
Showers	
Single usage	3.00
Unlimited usage – per month	30.00
Near-court storage rental – per square foot per month	1.00
Security Deposit – refundable if no damage during rental period	250.00
	to 500.00

ARRILLAGA FAMILY GYMNASTICS CENTER

GYMNASTICS CLASSES – per hour fee

1-2 hours per week	13.40
3 hours per week	10.45
6 hours per week	8.90
9 hours per week	8.45
12 hours per week	7.85
15 hours per week	7.00
MCC participant – per hour fee	5.00
Private Lessons	
1/2 hour – resident – up to two children	35.00
- each additional child	15.00

GYMNASTICS CLASSES – per hour fee - continued

Low Income – Reduced Fee Program - sliding scale – per hour	\$ 1.50 to 5.00
Gymnastics - Registration / Insurance fee - per registration	9.00
All gymnastics fees for non-residents are 125% of resident fee.	
Birthday Party Packages – Residents (non residents an additional \$52)	175.00 to 800.00

ROOM RENTALS

Gymnastics Room – Per Hour – Resident	160.00
– Non-resident	200.00
Fitness Room – Per Hour – Resident	25.00
– Non-resident	35.00
Multi-Purpose Room – Per Hour – Weekday – Resident	35.00
Weekday – Non-resident	50.00
Weekend – Resident	50.00
Weekend – Non-resident	70.00
Security Deposit – One Day Rental	250.00
– Multi-Day Rental	500.00

BURGESS PARK CINCESSION STAND

3 month rental – March 31 through July 3	275.00
– July 5 through August 15	275.00
– August 18 through November 15	275.00
Daily rental	75.00
Security Deposit	250.00

MENLO PARK SENIOR CENTER

Grand Ballroom and Kitchen Rental Fee	
Resident – per hour	120.00
Non-resident – per hour	150.00
Imagination Room	
Resident – per hour	40.00
Non-resident – per hour	50.00
Community Room	
Resident – per hour	40.00
Non-resident – per	50.00
Poolside Patio Rental Fee	
Resident – per hour	100.00
Non-resident – per hour	135.00

ONETTA HARRIS COMMUNITY CENTER

Activity Room Rental Fee	
Resident – per hour	\$ 50.00
Non-resident – per hour	65.00
Art/Class Room Rental Fee	
Resident – per hour	32.00
Non-resident – per hour	40.00
Kitchen Rental Fee	
Resident – per hour	20.00
Non-resident – per hour	26.00
Conference Room Rental Fee	
Resident – per hour	29.00
Non-resident – per hour	38.00
Gymnasium Rental Fee	
Resident – per hour	40.00
Non-resident – per hour	54.00
Long-term rental discount – 20 or more hours in a year	25%
Long-term rental discount – 20 or more hours in a year and providing Programs for Belle Haven residents	50%
Non-Profit use of facilities – 50% discount off hourly room rates	

ROOM RENTAL – SECURITY DEPOSITS (all facilities)

Standard (refundable)	250.00
Alcoholic Beverage Service (refundable)	500.00

FACILITY RENTAL STAFF ASSISTANCE FEE – one hour minimum

For requested staff assistance beyond that provided in the rental agreement	*Staff hourly billing rate
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ATHLETIC FIELDS USAGE – NATURAL TURF – Non Profit Groups

per hour – per team – (Little League, AYSO, MAASL, etc.)

Baseball/Softball – Youth – resident	10.00
Youth – non resident	18.00
Adult – resident	26.00
Adult – non resident	40.00
Soccer – Youth – resident	16.00
Youth – non resident	26.00
Adult – resident	36.00
Adult – non resident	53.00

ATHLETIC FIELDS USAGE – NATURAL TURF – For Profit Groups

per hour – per group

Resident	33.00
Non resident	72.00

ATHLETIC FIELDS USAGE – SYNTHETIC TURF – Non Profit Groups

per hour – per team – (AYSO, CYSA, MAASL, etc.)

Soccer – Youth – resident	25.00
Youth – non resident	34.00
Adult – resident	40.00
Adult – non resident	54.00

ATHLETIC FIELDS USAGE – SYNTHETIC TURF – For Profit Groups

per hour – per group

Resident	60.00
Non resident	100.00

LIGHTING FEE – SYNTHETIC TURF – All Groups

Resident	\$ 10.00
Non resident	20.00

TENNIS COURTS

Yearly Key – Calendar Year – Purchased Jan through Jun - Residents	50.00
Purchased July through Dec - Residents	30.00
Yearly Key – Calendar Year - Purchased Jan through Jun - Non-residents	100.00
Purchased July through Dec – Non-residents	60.00
Court Rental – Day Use – Up to One Week – Per Day Fee	5.00
Court Rental – Special Events – Per hour – Resident	*15.00
– Non-resident	*20.00

*Hourly Fee in Addition to Yearly Tennis Key Purchase

PICNIC AREAS – per hour – per area

Resident	7.00
Non resident	12.00

WEDDINGS IN PARK (Sharon Park only)

Residents	150.00
Non-residents	250.00

NOTE: The above fees **do not** include field preparation or equipment.

BEDWELL BAYFRONT PARK

Special Event Park Usage – (non-exclusive use of park) – Per Day	100.00
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YOUTH AFTERSCHOOL SPORTS – per season – per team

Volleyball – All Grades – resident	527.00
Volleyball – All Grades – non resident	713.00
Basketball – 3 rd & 4 th Grades – resident	636.00
Basketball – 3 rd & 4 th Grades – non resident	793.00
Basketball – 5 th to 7 th Grades – resident	818.00
Basketball – 5 th to 7 th Grades – non resident	984.00

ADULT SPORTS – LEAGUES - per season – per team

Basketball	775.00
Softball – Men's	896.00
Softball – Co-ed	698.00
Softball – Noon	225.00
Volleyball – Co-ed	738.00
Non-resident Team Surcharge (<50% residents on team)	10%

OHCC COMMUNITY CLASSES

Community/Contact Classes – Sliding Scale – per hour	1.50 to 5.00
Fee Assistance Program/Discounts – sliding scale	1.50 to 5.00
Community Classes – sliding scale – based on income level*	
Extremely Low Income	25%
Very Low Income	38%
Low Income	50%

*Program fees charged based on income levels set by the San Mateo County Housing Office. Non-resident fees 135% of resident fee.

MENLO CHILDREN'S CENTER – MICELLANEOUS CHILDCARE FEES

Late Tuition Payment Fee – assessed if payment not received by the 5 th of the month	\$ 20.00
Late Pick-up Fee – per child not picked-up by scheduled closing time	
– First 10 minutes	15.00
– Each additional minute	1.00
Lunch Fee	10.00
Non-notification of Absence Fee	25.00
Waiting List Application Fee	50.00

MENLO CHILDREN'S CENTER SCHOOL- SEASONAL PROGRAMS

2 week Camp - 1 st through 5 th grades (Field Trips subject to extra fees)	
375.00	
2 week Camp – Middle School grades (Field Trips subject to extra fees)	375.00
2 week Camp - Kindergarten (Field Trips subject to extra fees)	447.00
(above fees are reduced by 5% when pre-enrolling two continuous sessions)	
Extended Hours – per week	50.00
1 week Camp – All age groups – per week fee range	175.00 to 304.00
Weekly Camps – School Year Breaks	258.00
Morning Birds – per hour rate	9.50
Morning Program – 8:30 am to Noon (Field Trips subject to extra fees)	
5 days a week (per month)	538.00
3 days a week (per month)	341.00
2 days a week (per month)	239.00
Extended Morning Program – 8:30 am to 2:00 pm (Field Trips subject to extra fees)	
5 days a week (per month)	846.00
3 days a week (per month)	536.00
2 days a week (per month)	376.00
Wise Owls – per hour rate	9.50
(Non-resident fees are 135% of resident fee unless a non-resident fee is listed)	

MENLO CHILDREN'S CENTER SCHOOL-AGE CHILD CARE – AFTERSCHOOL PROGRAM

- per month fee

1 st through 5 th grades (Full-time 5 day)	\$ 425.00
1 st through 5 th grades (Full-time 3 day)	310.00
1 st through 5 th grades (Full-time 2 day)	242.00
Morning Kindergarten (Full-time 5 day)	670.00
Morning Kindergarten (Full-time 3 day)	489.00
Morning Kindergarten (Full-time 2 day)	382.00
Afternoon Kindergarten (Full-time 5 day)	460.00
Afternoon Kindergarten (Full-time 3 day)	331.00
Afternoon Kindergarten (Full-time 2 day)	262.00

(Non-resident fees are 135% of resident fee unless a non-resident fee is listed)

MENLO CHILDREN'S CENTER SCHOOL-AGE CHILD CARE – EXTENDED CARE

Per week (one-half hour per day) – resident	10.00
Per week (one-half hour per day) – non-resident	13.50

MENLO CHILDREN'S CENTER – PRESCHOOL – per month fee

Toddler room (Full-time 5 day)	1,787.00
Toddler room (Part-time 3 day)	1,304.00
Toddler room (Part-time 2 day)	1,018.00
Early pre-school room (Full-time 5 day)	1,405.00
Early pre-school room (Part-time 3 day)	1,026.00
Early pre-school room (Part-time 2 day)	801.00
Pre-school room (Full-time 5 day)	1,405.00
Pre-school room (Part-time 3 day)	1,026.00
Pre-school room (Part-time 2 day)	801.00
Hot Lunch Fee (Friday only)	4.00

(Non-resident fees are 135% of resident fee unless a non-resident fee is listed)

<u>MENLO CHILDREN'S CENTER</u> – Facility Rental – Per Hour (2 hour minimum)	115.00
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BELLE HAVEN PROGRAMS:**CDC Preschool (non-certified program) – per month fee**

Resident	\$ 854.00
Non-resident	1,153.00
Toddler – Resident	1,086.00
Toddler – Non-resident	1,466.00

CDC – Miscellaneous Childcare Fees

Late Pick-up (per child not picked up by scheduled closing time)	
- First 10 minutes	15.00
- Each additional minute	1.00

PARENTS NIGHT OUT – 3 hours of unlicensed care

First Child	20.00
Each Additional Sibling	10.00
Children not enrolled in a season program	25.00

BELLE HAVEN SCHOOL AGE CHILD CARE - AFTERSCHOOL PROGRAM – per month fee

Kindergarten – standard start (non-subsidized) (resident)	460.00
1 st through 6 th grade – standard start (non-subsidized) (resident)	425.00
Kindergarten – standard start (subsidized*)	104.00
1 st through 6 th grade – standard start (subsidized*)	95.00
Kindergarten – early start (non-subsidized)	670.00
Kindergarten – early start (subsidized*)	124.00

*Program fees charged based on extremely low income levels set by the San Mateo County Housing Office.
Subsidized rates for eligible residents only. Non-resident fees 135% of the non-subsidized resident fee.

BELLE HAVEN SCHOOL AGE CHILD CARE – CAMP PROGRAMS**- 2 week program – Summer Break – resident**

Kindergarten (non-subsidized)	550.00
Kindergarten (subsidized*)	156.00
1 st through 6 th grade (non-subsidized)	425.00
1 st through 6 th grade (subsidized*)	135.00

- 1 week program – Winter/Spring Breaks

Kindergarten through 6 th grade (non-subsidized)	292.00
Kindergarten through 6 th grade (subsidized*)	80.00

BELLE HAVEN SCHOOL AGE CHILD CARE – CAMP PROGRAMS - continued

- One Day Program – School Breaks – Daily Fee - resident

Single All Day Care (non-subsidized) \$ 62.00

Single All Day Care (subsidized*) 20.00

(Field Trips are subject to extra fees)

*Program fees charged based on extremely low income levels set by the San Mateo County Housing Office. Subsidized rates for eligible residents only. Non-resident fees 135% of the non-subsidized resident fee.

BELLE HAVEN SCHOOL BREAKS – One Day Program (daily fee) 15.00

NOONTIME BASKETBALL/VOLLEYBALL

Per day – Monday through Saturday 2.00
Sunday 3.00

11 visits 20.00

ADVERTISING RATES – ACTIVITY GUIDE AND CITY SPOTLIGHT

Activity Guide Ad (as space available) 50.00
to 900.00

Video Display Ad – per month 10.00

SPECIAL EVENT PERMIT APPLICATION FEE – based on level of services provided

Minor Event 125.00

Major Event 250.00

NON-RESIDENT SURCHARGE FEE

All programs and services (unless noted otherwise) 35%

LIBRARY

FEES

Library Card	
Residents	No Charge
Replacement fee for lost or forgotten library card	\$ 2.00
Other	
Hold placement	.75
Library meeting room - per hour charge for use by non-City or non-City-sponsored groups (non-profit groups only)	35.00
Processing fee for lost and overdue (more than 30 days) materials	5.00
Proctor exam – Residents – each	25.00
Proctor exam – Non-residents – each	75.00
Overdue Fines	
Adult materials - per day	.25
Maximum fine per adult item	8.00
Children's materials - per day	.15
Maximum fine per children's item	6.00
Damaged Materials Fee	
Fee based on extent of damage as determined by staff. Minimum Fee \$ 5.50. Fee is the value of the damaged item plus \$5.00 for processing	
Collection Agency Fee	10.00

EQUIPMENT USE

Microfilm reader/printer – per page	.25
Copy/Internet Printers – per page	.15
Guest Internet Access – per use	1.00

POLICE

CASE COPIES

Per report	\$ 2.00
Additional copy - per page	.10

LETTER OF GOOD CONDUCT

30.00

FINGERPRINTING DOCUMENT PROCESSING

Per person (plus Department of Justice and other agency fees)	45.00
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MESSAGE PERMIT PROCESSING

Initial Permit (does not include fingerprint fees)	135.00
Annual Renewal Permit	135.00

PEDDLERS – SOLICITORS PERMIT PROCESSING

Initial Permit (does not include fingerprint fees)	135.00
Annual Renewal Permit	135.00

CHECK CASHING PERMIT PROCESSING

Initial Permit (does not include fingerprint fees)	955.00
Annual Renewal Permit	955.00

NOTARY AND DOCUMENT CERTIFICATION SERVICES

Notary - per signature	10.00
Document Certification – per document	10.00

BICYCLE LICENSE FEE

3 year license	6.00
Renewal	4.00

CHILD SEAT SAFETY INSTALLATION

Resident	40.00
Non resident	100.00

FALSE ALARM PROGRAM

Registration	25.00
Standard – False Alarm Response	175.00
High Risk – False Alarm Response	350.00
30 Day late charge – additional billing surcharge	10%
60 Day late charge – additional billing surcharge	10%

DUI EMERGENCY RESPONSE

Arrest with non-injury and minor injury accident	1,300.00
Arrest with major injury and/or Manslaughter	*Actual Costs

*Fee based on calculated costs of each arrest including wages at staff hourly billing rates

VEHICLE RELEASES

Vehicle Code Infraction	200.00
Misdemeanor or Felony Incidents	300.00
Early release of impounded vehicle	100.00

MISCELLANEOUS PERMITS

Sound device	\$ 50.00
Explosive Permits – initial	84.00
– each additional	84.00

PREPARATION FEES

Photo/Media graphic Reproductions	*Actual Costs
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*Fee based on staff hourly billing rates and Photo/Media reproduction costs.

RESEARCH FEE

*Actual
Costs

*Fee based on staff hourly billing rates.

CIVIL SUBPOENA APPEARANCE

*Fee based on staff hourly billing rates and other expenses.	* 400.00 Deposit
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MISCELLANEOUS DOCUMENT COPIES

1st page	2.00
Each additional	.10

UNRULY GATHERINGS

After initial written warning \$100 plus cost of repair to damaged City property and the cost of an officer per hour for each officer called out to the scene.	100.00 plus actual costs
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BACKGROUND INVESTIGATIONS

*Actual
Costs

*Fee based on staff hourly billing rates and Department of Justice fees.

COUNSELING PROGRAM

Per session	25.00
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TAXI CAB OPERATOR PERMIT

Initial application (includes fingerprinting)	75.00
Renewal application (annual - no fingerprints)	50.00

ROTATION TOW SERVICE CONTRACT

Annual Application and Maintenance	150.00
Per vehicle towed – stored and released after 30 days	100.00
Three tow request non-response within six months	150.00
Failure to display identification	100.00
Records check	10.00
Dispatching or Towing without contract	100.00

<u>REPOSSESSION FEE</u> – (fee subject to change per California Vehicle Code)	\$ 15.00
<u>VEHICLE IDENTIFICATION NUMBER VERIFICATION</u> – per request	27.00
<u>REAL ESTATE SIGN RETRIEVAL</u> – per sign	20.00
<u>HELICOPTER LANDING and HOVERING</u> – per event	200.00
<u>INTOXIMETER RENTAL</u> – per day (*plus \$300 equipment deposit)	*75.00
<u>SHIPPING and HANDLING</u> (*Postage and packaging on internet/phone orders)	*Actual Costs
<u>PROPERTY INSPECTION FEE</u>	25.00
<u>CITATION REPLACEMENT</u> – per citation	11.00
<u>CITATION SIGN OFF</u>	15.00
<u>HOURLY CHARGE BY POSITION</u> - Fee based on staff hourly billing rate	
<u>DOWNTOWN PARKING PERMITS</u>	
Employee and Merchant Delivery Vehicle – Annual	592.00
Permit Replacement/Updating	30.00
Permit Surrender – Refund Processing	75.00
Full-day parking – Per day	10.00
<u>OVERNIGHT PARKING PERMITS</u>	
Per-night/One-night parking	2.00
After hours permit issuance	5.00
Annual overnight permit	150.00
Permit Replacement/Updating – each	25.00
<u>RESIDENTIAL DAY TIME PARKING PERMITS</u>	
Flood Park Area (3 permits – annual fee)	15.00
College Park / Crane Area (3 permits – annual fee)	15.00
Permit Replacement/Updating – each	15.00
Single Use Permit – each	1.00
<u>PARKING VIOLATIONS</u>	
15 Feet of Firehouse – 22500 (D) CVC	45.00
15 Feet of Fire Hydrant – 22514 CVC	45.00
18 Inches from Curb / Wrong Side of Street – 22502 CVC	45.00
72 Hours Tow – 11.24.070 MPMC	58.00
Abandoned Vehicle – 22523(A) CVC	108.00
Abandoned Vehicle – 22523 (B) CVC	108.00
Between Zone and Curb – 22500 (C) CVC	45.00
Bicycle on Sidewalk – 21210 CVC	45.00
Blocking a Driveway – 22500(E) CVC	45.00

PARKING VIOLATIONS - continued

Blocking Intersection – 22526 (A) CVC	\$ 58.00
Curb Markings – Red, Green, Yellow, White - 11.08.030 MPMC	45.00
Display for Sale – 11.24.030 MPMC	45.00
Display Vehicle for Sale – 3-7.311 MPMC	45.00
Double Parking – 22500 (H) CVC	45.00
Drive / Park Public Grounds – 21113 (A) CVC	45.00
Failure to Obey Signs / Markings – 11.20.020 MPMC	45.00
False Evidence of Registration – 4462 CVC	128.00
Fire Hydrant Private Property – 10.206 UFC	63.00
Fire Lane – 22500.1 CVC	45.00
Fire Lane / Posted – 10.207 (G) UFC	63.00
Foreign Registration – 41525 CVC	45.00
Front Yard Storage – 8.20.020 MPMC	45.00
Handicapped Parking – 22507.8 CVC	333.00
Improper Use of Registration – 4461 (B) CVC	128.00
Inoperable Vehicle on Private Property – 41-1 SCZO	45.00
License Plates (reduced fee with Proof of Correction) – 5200 CVC	Fee set by State
Loading Zone – 22500(I) CVC	45.00
Low Tire Tread – 27465 (B) CVC	45.00
Mirrors Required – 26709 (B) CVC	45.00
Miscellaneous – 11.44.030 MPMC	45.00
Mudguard Required – 27600 CVC	45.00
Near Excavation – 22500 (G) CVC	45.00
New Owner Transfer within Required Time – 5902 (A) CVC	45.00
Night Parking 2 AM – 5 AM – 11.24.050 MPMC	45.00
No Gas Cap – 27155 CVC	45.00
Not in Marked Space – 11.24.010 MPMC	45.00
Obstruction of Access / Sidewalk Ramp – 22522 CVC	45.00
One Way Street – 11.24.040 MPMC	45.00
Overtime Parking – 11.24.009 MPMC	45.00
Parked in Tunnel – 22500 (J) CVC	45.00
Parked on a Highway – 22504 CVC	45.00
Parked on Bridge – 22500 (K) CVC	45.00
Parked on Freeway – 22520 CVC	45.00
Parked within Crosswalk – 22500 (B) CVC	45.00
Parked on Sidewalk – 11.24.020 MPMC	45.00
Parked on Sidewalk – 22500 (F) CVC	45.00

PARKING VIOLATIONS - continued

Parking Violation – 240 MPMC	\$ 45.00
Parked on Unsurfaced Area – 8.20.040 MPMC	45.00
Parking Red Zone Handicap Ramp – 22500 (L) CVC	308.00
Position of Plates – 5201 CVC	45.00
Posted No Parking – 22505 CVC	45.00
Rear Reflectors – 24607 (A) CVC	45.00
Registration Expired (reduced fee with Proof of Correction) – 4000 (A) CVC	Fee set by State
Residential Parking – 10.20.020 MPMC	45.00
Stolen Plate – 4458 CVC	45.00
Stolen / Damage Cards / Plates – 4457 CVC	45.00
Stopped 7½ Feet – Rail Road Tracks – 22521 CVC	45.00
Tabs on Vehicle (reduced fee with Proof of Correction) – 5204 CVC	Fee set by State
Turn Signals – 24951 (B) CVC	45.00
Turn Signals – 24953 (A) CVC	45.00
Unattended Running Vehicle – 22515 (A) CVC	45.00
Unattended Vehicle – 22515 CVC	45.00
Unlawful Use of Tabs – 4462 (B) CVC	45.00
Vacant Lot Storage – 8..20.060 MPMC	45.00
Vending in Vista Area – 224206 (A) CVC	45.00
Within 18 Inches of Curb – 22502 (E) CVC	45.00
Windshield Required – 26710 CVC	45.00
Within an Intersection – 22500 (A) CVC	45.00
Note: All Vehicle Code Violations are subject to change in accordance with the Uniform Bail Schedule	

NUISANCE VIOLATION CITATIONS

Class 1	Verify complaint, leave 10 day correction notice	No fee
Class 2	After 10 days with no action, proceed with abatement	224.00
Class 3	10 additional days with no response. If abatement completed, fee increased by \$76.00	300.00
Class 4	Involved cases requiring additional assistance or a large amount of staff time – per hour	50.00
NOTE:	Abatements requiring extensive staff time will be charged at an hourly rate plus expenses incurred by the City in order to complete abatement.	

ANIMAL CONTROL (MUNICIPAL CODE SECTION 9.20)

All fees related to Animal Control are administered by the County of San Mateo under a contract with the Peninsula Human Society

PUBLIC WORKS - ENGINEERING

GENERAL ENGINEERING FEES

Construction plans and Specifications (minimum – published fee based on size of packet)	\$ 10.00
Additional charge if mailed	10.00
Blueprint copies – per sheet	5.00
Plotter prints – per square foot	8.00
Copies 11" x 17" – per image	.20
Electronic File Reproduction	
Labor – per hour (1/2 hour minimum)	Cost
Media – CD, DVD or floppy disk	30.00
City Standard Details	
Bound Booklet	20.00
Per Sheet	.10
Abandonments	2,000.00
Annexations	1,400.00
Storm drainage connection fees	
Single family - per lot	450.00
Multiple family – per unit	150.00
Industrial and Commercial – per square foot of impervious area	.24
Weed abatement - per hour (1 hr. minimum)	*Staff
*Staff hourly billing rate and cost of equipment or for work contracted out – actual charges plus 25% for billing and administration.	hourly rate

ENCROACHMENT PERMITS (Routine inspections included in fees)

<u>VIOLATION FEE</u>
A PENALTY FEE <u>DOUBLE</u> THE AMOUNT OF THE FILING FEE WILL BE IMPOSED ON PROJECTS UNDERTAKEN WITHOUT THE APPROPRIATE PERMITS.

Minor Encroachments:	\$ 500.00
Non-development-related curb, gutter, sidewalk, driveway; up to 3 potholes on the same street; up to 3 monitoring wells on the same street; one lateral street opening; routine maintenance by a utility company; street tree planting. Includes up to 4 inspections.	
Permit Extension	250.00
Major Encroachments:	825.00
Work on construction requiring extended impact to traffic, multiple Inspections or other on-going disturbances such as utility mains, street widening and major undergrounding.	plus 3% of the cost estimate with final fee based on staff hourly billing rates

ENCROACHMENT PERMITS (Routine inspections included in fees) - continued

Temporary Encroachments:	
Non-construction activity such as;	Under 30 Days \$ 300.00
scaffolding for façade in improvements;	30 days or over 400.00
locating a new portable planter box;	
traffic control only. Includes up to 2 inspections.	
City-Mandated Repairs:	275.00
Including but not limited to; sidewalk tripping hazard repairs required of the property owner.	
Debris Box / Container on Street (maximum of 8 weeks) – per week	200.00
Refund for Cancellation prior to any work	50% of base fee
Appeal to City Council of any Encroachment Permit Action	200.00

MAPS

Final Parcel Map – First 2 sheets	1,300.00
– Each additional sheet	215.00
Amended Parcel Map – First 2 sheets	2,150.00
– Each additional sheet	215.00
Final Map – First 2 sheets	1,610.00
– Each additional sheet	215.00
Amended Final Map – First 2 sheets	2,350.00
– Each additional sheet	215.00
Certificate of Correction – First 3 sheets	750.00
– Each additional sheet	100.00
Adjust lot line	1,000.00 plus 125% of cost of external review if required
Lot Merger	1,000.00 Plus 125% of cost of external review if required
Easement Dedication – each	1,000.00
Final Condominium Conversion Map	1,330.00

BUILDING CONSTRUCTION STREET IMPACT FEE

Fee to be collected at the time of issuance of a building permit for all construction projects above \$10,000 in valuation excluding all building permits classified as residential alteration, or residential repairs.	0.58% of project valuation
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IMPROVEMENT PLAN REVIEWS – fees due at time of plan submittal

Single Family Residences

Initial Review (includes two full reviews, applies to Grading & Drainage, Subdivision improvements, Engineering reviews to ensure conformity with conditions of approval, pre-application submittals and miscellaneous reviews)

\$ 700.00
plus 3% of
cost
estimate

Multi-family Residences, Commercial, and Industrial

Initial Review (includes two full reviews, applies to Grading & Drainage, Subdivision improvements, Engineering reviews to ensure conformity with conditions of approval, pre-application submittals and miscellaneous reviews)

700.00
Deposit
plus 3% of
plus 3% of
cost
cost
estimate
estimate
with final
fee based
on staff
hourly
billing rates

Example of Improvement Plan Initial Review Fee Calculation

<u>ESTIMATED COST OF SITE IMPROVEMENTS</u>	<u>CALCULATION</u>	<u>FEE</u>
\$ 10,000	\$ 700.00 + 3%	\$ 1,000.00
40,000	700.00 + 3%	1,900.00
75,000	700.00 + 3%	2,950.00
175,000	700.00 + 3%	5,950.00
500,000	700.00 + 3%	15,700.00

Additional Plan Review (full plan set required) – fee per sheet

100.00

Plan Revision – fee per sheet requiring revision

100.00

CONSTRUCTION INSPECTION – fees due at time of building
or grading and drainage permit issuance

Routine Inspection as required by City Standards or inspector

500.00
plus 3% of
the cost
estimate

Example of Construction Inspection Fee Calculation

<u>ESTIMATED COST OF SITE IMPROVEMENTS</u>	<u>CALCULATION</u>	<u>FEE</u>
\$ 10,000	\$ 500.00 + 3%	\$ 800.00
40,000	500.00 + 3%	1,700.00
75,000	500.00 + 3%	2,750.00
175,000	500.00 + 3%	5,750.00
500,000	500.00 + 3%	15,500.00

Overtime Construction Inspection – Four hour minimum – hourly rate

200.00

Re-inspection – fee per each re-inspection

135.00

Cancelled or Missed Inspection Fee

135.00

RECREATION FEES

Residential Subdivision Recreation in Lieu Fees:

See Subdivision Ordinance Section 15.16.020 for detailed explanation.

Single Family (RE and R-1):	0.013 X number of units X market value of acreage to be subdivided.
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Multiple Family Development (R-2, R-3, RC, RLU and PD):	0.008 X number of units X market value of acreage to be subdivided.
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CERTIFICATE OF COMPLIANCE

\$ 900.00

FEMA

Determination for Substantial Improvements	400.00
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Building Permit Plan Review	250.00
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DOCUMENT RECORDING

	100.00
	plus County Recorder's fees

HERITAGE TREE

Tree Permits

1 – 3 trees (each tree)	* 135.00
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Additional for 4 or more trees (each tree)	* 90.00
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*Heritage tree permits related to development applications will also be charged for City-retained Arborist expenses at hourly rate

Appeals to Environmental Quality Commission or City Council

First tree	200.00
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Each additional tree (not to exceed a maximum appeal fee of \$500.00)	100.00
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Tree Protection Plan Review

100.00

WATER EFFICIENT LANDSCAPE PLAN CHECK

	300.00
	plus 125% of cost of external review when required

STORM WATER OPERATIONS AND MAINTENANCE AGREEMENTS

500.00

COMPLETION BOND AGREEMENTS

200.00

FORFEITURE OF ENCROACHMENT PERMITS – DEPOSITS AND BONDS

All funds collected are subject to forfeiture for failure to comply with City Codes and Ordinances

SPECIAL SERVICES

Provided by City Staff where a special interest is served other than the General Public - i.e.

Special surveying, Encroachment permits (in some cases)
Solving private drainage problems, Special inspections,
and Other.

City staff time plus 25% billing and Administration charge
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PUBLIC WORKS – TRANSPORTATION

Traffic Signal Accident – Plus actual cost of repairs	\$ 1,165.00
Copies of traffic counts for intersections and streets – Per intersection/street - per page	.10

TRUCK ROUTE

Per trip – each	16.00
Annual	90.00
10 or more repetitive loads	90.00

<u>RED CURB INSTALLATION</u> – per foot	10.00
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TRANSPORTATION IMPACT FEE – Chapter 13.26 of Menlo Park Municipal Code

Office, Restaurant, Retail – per square foot	4.19
Research and Development – per square foot	3.01
Manufacturing – per square foot	2.06
Hotel – per square foot	1.65
Warehousing – per square foot	.90
Medical Office – per square foot	9.73
Single-Family Residential – per unit	2,841.12
Multi- Family Residential – per unit	1,743.88
All other land uses – per PM Peak Hour Trip	2,812.50

<u>TRAFFIC IMPACT FEE APPEAL TO CITY COUNCIL</u>	200.00
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PUBLIC WORKS – MAINTENANCE

STREETS

Barricades (use by private party)		
Pick up/return by private party	3' barricade per day	3.00
	12' barricade per day	8.00
Pick up/return by City – plus staff costs	3' barricade per day	3.00
	12' barricade per day	8.00
Lost or broken barricade – 3' barricade		50.00
	12' barricade	200.00

BANNERS

Santa Cruz Ave - Installation, maintenance and removal – one week display	450.00
– two week display	550.00
El Camino Real – One week display – per pole – per week	10.00

TREES

Street Trees - new and replacement (City furnishes and plants)	
15 gallon tree – each	100.00
Street Tree Trimming – Premium Service	25.00
*Staff hourly billing rate and cost of equipment or for work contracted out – actual charges plus 25% for billing and administration	and *actual costs

<u>WEED ABATEMENT</u> – Administrative Fee	225.00
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SPECIAL EVENT SET-UP

*Staff hourly billing rate and cost of equipment

*actual costs

DAMAGED CITY PROPERTYWhere police report allows recovery for
street signs, traffic signs, etc.Labor, equipment, and materials cost plus
25% inspection, billing and collection fee.**COMMUNITY DEVELOPMENT - PLANNING****DEPOSIT POLICY**

Fee based on staff hourly billing rate.

Supplemental billings will be sent if initial deposit is exhausted

Un-expended deposits are subject to refund

PRE-APPLICATION FEEFor applicants that request more than 2 hours of cumulative staff time
per project.\$ 400.00
Deposit**STUDY SESSION**City Council – applicable to projects which have submitted a complete
Development application and if requested by the City Council1,000.00
Deposit

Planning Commission

1,000.00
Deposit**USE PERMIT**Legal non-profit charitable organization seeking use permit for fundraising
for their activities in Menlo Park.1,500.00
DepositFee Waiver
Process
Required**ARCHITECTURAL CONTROL**2,000.00
Deposit**VARIANCE**3,000.00
Deposit**TENTATIVE MAPS**Tentative Parcel Map (0-4 lots):
Planning Commission6,000.00
Deposit

Administrative

4,400.00
Flat Fee

Tentative Tract / Subdivision Map

6,000.00
Deposit**GENERAL PLAN AMENDMENT**8,000.00
Deposit**ZONING COMPLIANCE LETTER**

400.00

ZONING MAP and/or ORDINANCE AMENDMENT8,000.00
Deposit**CONDITIONAL DEVELOPMENT PERMIT/PLANNED DEVELOPMENT PERMIT**10,000.00
Deposit**DEVELOPMENT AGREEMENT**10,000.00
Deposit

ENVIRONMENTAL REVIEW

Staff Review and Processing of Environmental Documents	\$ 5,000.00
*Fee based on cost of consultant to prepare report plus staff time at hourly billing rate.	*Deposit
Circulation System Assessment – per development project	4,000.00

SIGNS AND AWNINGS

Sign review by Staff	300.00
Sign review by Planning Commission	1,500.00
	Deposit

SIGNS AND AWNINGS - continued

Re-facing an approved sign	100.00
Temporary Sign	No charge

ADMINISTRATIVE REVIEW

Fences	500.00
Administrative Permit	1,100.00

APPEALS

Appeals of staff decision	110.00
Menlo Park resident appeal of Planning Commission decision on somebody else's project	110.00
Owner occupant appeal of Planning Commission decision related to his/her owner-occupied house	110.00
All other appeals of Planning Commission decisions	1,000.00
	Deposit

CITY ATTORNEY – per hour – one hour minimum

Review of CC&R's	200.00
Preparation of Recorded Deed Restrictions	950.00

MISCELLANEOUS

Home Occupation Permit	50.00
Business License – Zoning Compliance Review Fee (Non-residential locations)	50.00
Special Events and Outdoor Sales Permit	150.00
Change of Address	50.00
Property File Research – per hour (after the first hour)	200.00
Exemption Underground Utilities Ordinance	2,000.00
	Deposit
Additional staff review required by revisions to plans	150.00
	Deposit
Administrative Extension of Approved Applications	300.00
Review by Community Development Director or designee of a request not listed elsewhere in the fee schedule	400.00
Mitigation and Condition Monitoring	800.00
	Deposit

MISCELLANEOUS – continued

Front Lot Line Election	\$ 110.00
Revisions, extensions or review of any item	2,000.00 Deposit
Withdrawal of application, minimum processing fee	75.00
Meeting outside of normal business hours – Per hour – One hour minimum	100.00
Mailing Lists for public use not associated with Public Hearing noticing	100.00
El Camino Real/Downtown Specific Plan Preparation Fee Per square foot of net new development (applicable to all properties in the Specific Plan area)	1.13
Below Market Rate (BMR) Housing Commercial In-Lieu Fees	
Group A: per square foot of gross floor area for uses that are office as well as research and development (R&D)	14.92
Group B: per square foot of gross floor area that are all other commercial and industrial uses not in Group A	8.10

PUBLICATIONS – per document

Copies of General Plan, Zoning Ordinance and Zoning Map	10.00
Transcripts of Public Hearing associated with Environmental Impact Reports (pass through of direct costs) Estimate collected in advance	

PLANNING FEES

Non-residential zoning use violation – per violation	1,000.00
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COMMUNITY DEVELOPMENT - BUILDING

Administrative Fees

	Fee Amount
<u>ADMINISTRATIVE</u>	
Violation Fee	A PENALTY FEE EQUAL TO THE AMOUNT OF THE PERMIT FEE WILL BE IMPOSED ON PROJECTS UNDERTAKEN WITHOUT THE APPROPRIATE PERMITS
Building Permit Reinstatement Fee	One-half of original Building Permit Fee, with a \$50 minimum
Re-Stamp Job Plans and Documents That Have Been Replaced	\$50.00
Records Research - Per Address - Per Hour	\$114.06
Document Preparation and Storage	\$2.50 per plan sheet \$3.50 per 17 sheets, 8 1/2 X 11 or smaller. Minimum \$2.50 per Building Permit
<u>MISCELLANEOUS PERMIT</u>	
Construction and Demolition Debris Recycling	
Construction:	
Residential Projects of 1,000 sq. ft. or greater	\$1000 minimum deposit
Single Family– less than or equal to 100 tons	\$50.00 per ton
-more than 100 tons	\$5000 maximum deposit
Multi-Family– per ton deposit	\$50.00 per ton No Maximum
Non-Residential Projects of 5,000 square feet or greater	\$1000 minimum deposit \$50.00 per ton No Maximum
Construction Debris Recycling Administration	
Deposit of less than \$3,000	\$200.00
Deposit between \$3,000 to \$20,000	\$330.00
Deposit greater than \$20,000	2% of deposit
Demolition:	
Residential Projects of 1,000 sq. ft. or greater	\$1000 minimum deposit
Single Family– less than or equal to 100 tons	\$50.00 per ton
-more than 100 tons	\$5000 maximum deposit
Multi-Family– per ton deposit	\$50.00 per ton No Maximum
Non-Residential Projects of 5,000 square feet or greater	\$1000 minimum deposit \$50.00 per ton No Maximum
Demolition Debris Recycling Administration	
Deposit of less than \$3,000	\$200.00
Deposit between \$3,000 to \$20,000	\$330.00
Deposit greater than \$20,000	2% of deposit

COMMUNITY DEVELOPMENT - BUILDING

Administrative Fees

Fee Amount

ADMINISTRATIVE

MISCELLANEOUS PLAN CHECK

Expedited Outside Plan Check Fee	50% of Plan Check Fee
Expedited Over the Counter Plan Check Fee	\$400.00
for Commercial and Industrial Tenant Improvements	
Supplemental Plan Check Fee (first 1/2 hour)	\$202.86
Each Additional 1/2 hour (or portion thereof)	\$78.93
Consultant Review (e.g. Geologist, Arborist, Landscape Arch.)	Fee based on cost of consultant
Administration Fee related to review by outside consultant	\$25.00
Alternate Methods:	
Category 1 (repeats and minimal complexity)	\$137.34
Category 2 (moderate complexity)	\$163.73
Category 3 (complex issues)	\$261.02
Category 4 (highly complex)	\$314.96
Alternate Materials:	
Request to Use Alternate Materials	\$137.34
Standard Fee (hourly Plan Review rate)	\$155.81

STATE MANDATED FEES

Strong Motion Fee	Residential construction: \$.10 per \$1,000.00 of valuation.
	Non-Residential construction: \$.21 per \$1,000.00 of valuation.

Fee for the Adoption and Publication of Green Building Standards	Permit Valuation	Fee
	\$1.00 - \$25,000	\$1
	\$25,001 - \$50,000	\$2
	\$50,000 - \$75,000	\$3
	\$75,001 - \$100,00	\$4
	Every \$25,000 or fraction thereof above \$100,000	\$1

COMMUNITY DEVELOPMENT - BUILDING

Miscellaneous Construction Fees

	Fee Amount	
	<u>Plan Check</u>	<u>Permit</u>
<u>ACCESSORY STRUCTURES</u>		
Retaining Wall (concrete or masonry)		
First 50 lf	\$ 191	\$ 202
Each additional 50 lf	12	36
Special Design, 3-10' high (up to 50 lf)	230	273
Each additional 50 lf	12	49
Special Design, over 10' high (up to 50 lf)	279	531
Each additional 50 lf	12	87
Deck	185	165
Fence or Freestanding Wall to 6 feet (masonry / garden)		
1st 100 lf	149	201
Each additional 100 lf	26	12
Each additional 5 feet of height	50	120
Patio Cover (includes ICC Products)	93	151
New Arbor/Trellis	162	249
Outdoor Kitchen/BBQ	188	261
Shed (up to 120 sq. ft. with no MEP)	266	249
Lighting pole (each)	225	116
Cellular/Mobile Phone, free-standing	569	180
Cellular Tower with Equipment Shelter	762	238
<u>ALTERATION FOR NON-RESIDENTIAL STRUCTURES</u>		
Close Existing Openings	36	80
Siding - Other than stucco (per story)	72	155
Stone and Brick Veneer (interior or exterior) - First 50 lf	84	155
Stone and Brick Veneer (interior or exterior) - Each Additional 50 lineal feet	-0-	12
All Other - First 50 lineal feet	84	155
All Other - Each Additional 50 lineal feet	-0-	12
Stucco Applications	47	155
Signs		
Permanent	201	155
Wall/Awning Sign, Non-Electric	85	69
Wall, Electric	139	93
Skylight (Commercial each)	125	201
Storage Racks each set of plans (Non-Residential)	126	108
Photovoltaic System	-0-	-0-
Non-Residential - First 4 Cells		
Each additional Cell	-0-	-0-

COMMUNITY DEVELOPMENT - BUILDING

Miscellaneous Construction Fees

	Fee Amount	
	<u>Plan Check</u>	<u>Permit</u>
<u>ALTERATION FOR RESIDENTIAL STRUCTURES</u>		
Remodel		
Residential Bathroom Remodel .	\$ 162	\$ 273
(Non-Structural, remove and replace cabinets)		
Residential Kitchen Remodel .	162	258
(Non-Structural, remove and replace cabinets)		
Non-Structural Dry Rot Repair	126	224
Seismic Upgrade .	153	127
(does not include foundation repair)		
Siding - Other than stucco (per story)	72	155
Stone and Brick Veneer (interior or exterior) - .	84	155
First 50 lineal feet		
Stone and Brick Veneer (interior or exterior) - .	-0-	12
Each Additional 50 lineal feet .		
All Other - First 50 lineal feet	84	155
All Other - Each Additional 50 lineal feet	-0-	12
Stucco Applications	47	155
Insulation and Sheetrock in Garage	126	151
Fireplace (masonry or pre-fab)	36	199
Photovoltaic System - Residential	0	0
Skylight (First two)	125	201
Each additional	62	100
Window or Sliding Glass Door (first 5)	137	267
Each additional	0	24
Bay Window each (Non-Structural or remove and replace)	128	177
<u>DEMOLITION</u>		
Demolition - Residential	185	165
Demolition - Multifamily	135	92
Demolition - Commercial	135	116
Demolition - Pool	135	92
<u>GRADING</u>		
Grading (Cut and Fill):		
0-50 Cubic Yards (Cut and Fill)	279	301
51-100 CY	146	29
Each Add'l 100 CY or portion thereof	40	8
1,000 CY (minimum)	750	781
Each Add'l 1,000 CY or portion thereof	93	38
10,000 CY (minimum)	2,065	2,286
Each Add'l 10,000 CY or portion thereof	93	75
100,000 CY (minimum)	3,378	3,612
Each Add'l 10,000 CY or portion thereof	93	75

COMMUNITY DEVELOPMENT - BUILDING

Miscellaneous Construction Fees

	Fee Amount	
	<u>Plan Check</u>	<u>Permit</u>
<u>RE-ROOF</u>		
Re-roofing - Residential (Single and Multi Family)	\$ 47	\$ 92
Re-roofing - Commercial:		
Composition - no tear off	47	104
Other roofs (first 10 squares)	47	104
Each additional 10 squares	-0-	24
Re-roofing - Accessory	47	92
<u>SWIMMING POOLS</u>		
Swimming Pool / Spa (residential):		
Vinyl-lined / fiberglass	188	214
Gunit (all residential pools that do not require a soils investigation.)	217	297
Gunit (residential pools that require a soils investigation.)	236	297
Spa or Hot Tub (Residential, Pre-fabricated)	85	128
Commercial pool (up to 800 sf)	375	1,063
Each additional 800 sf	-0-	24
<u>HOURLY INSPECTION RATES</u>		
Disabled Access Compliance Inspection	-0-	186
Re-Inspection Fee and Inspection Cancellation Fee (first 1/2 hour)	-0-	120
Each Additional 1/2 hour (or portion thereof)	-0-	75
After Hours Inspection (first hour, One hour Min.)	-0-	195
Each additional hour	-0-	150
Services Beyond Standard Fee (per the Director) (Staff time @ hourly rates)	155	150

Building Plan Check Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		200		\$ 666.00	\$ 0.130	\$ 759.24	\$ 0.148	\$ 865.80	\$ 0.169	\$ 905.76	\$ 0.177	\$ 972.36	\$ 0.190
		1,000		770.00	0.524	877.80	0.597	1,001.00	0.681	1,047.20	0.713	1,124.20	0.765
A-1	Assembly Group	2,000	A	1,294.00	0.762	1,475.16	0.868	1,682.20	0.990	1,759.84	1.036	1,889.24	1.112
		5,000		3,579.00	0.487	4,080.06	0.555	4,652.70	0.633	4,867.44	0.662	5,225.34	0.711
		10,000		6,013.00	0.601	6,854.82	0.685	7,816.90	0.782	8,177.68	0.818	8,778.98	0.878
		100		\$ 912.00	\$ 0.353	\$ 1,039.68	\$ 0.402	\$ 1,185.60	\$ 0.458	\$ 1,240.32	\$ 0.479	\$ 1,331.52	\$ 0.515
		500		1,053.00	1.436	1,200.42	1.637	1,368.90	1.867	1,432.08	1.953	1,537.38	2.097
A-2	Assembly Group: Restaurants	1,000	A	1,771.00	2.085	2,018.94	2.377	2,302.30	2.710	2,408.56	2.835	2,585.66	3.044
		2,500		4,898.00	1.332	5,583.72	1.518	6,367.40	1.731	6,661.28	1.811	7,151.08	1.944
		5,000		8,227.00	1.645	9,378.78	1.876	10,695.10	2.139	11,188.72	2.238	12,011.42	2.402
		500		\$ 1,010.00	\$ 0.079	\$ 1,151.40	\$ 0.089	\$ 1,313.00	\$ 0.102	\$ 1,373.60	\$ 0.107	\$ 1,474.60	\$ 0.115
		2,500		1,167.00	0.318	1,330.38	0.362	1,517.10	0.413	1,587.12	0.432	1,703.82	0.464
A-3	Assembly Group - TI	5,000	A	1,961.00	0.462	2,235.54	0.526	2,549.30	0.600	2,666.96	0.628	2,863.06	0.674
		12,500		5,424.00	0.295	6,183.36	0.336	7,051.20	0.383	7,376.64	0.401	7,919.04	0.431
		25,000		9,111.00	0.364	10,386.54	0.415	11,844.30	0.474	12,390.96	0.496	13,302.06	0.532
		500		\$ 1,024.00	\$ 0.080	\$ 1,167.36	\$ 0.091	\$ 1,331.20	\$ 0.104	\$ 1,392.64	\$ 0.109	\$ 1,495.04	\$ 0.117
		2,500		1,184.00	0.322	1,349.76	0.368	1,539.20	0.419	1,610.24	0.438	1,728.64	0.471
A-3	Church and Religious Bldg - TI	5,000	A	1,990.00	0.469	2,268.60	0.534	2,587.00	0.609	2,706.40	0.637	2,905.40	0.684
		12,500		5,504.00	0.299	6,274.56	0.341	7,155.20	0.389	7,485.44	0.407	8,035.84	0.437
		25,000		9,246.00	0.370	10,540.44	0.422	12,019.80	0.481	12,574.56	0.503	13,499.16	0.540
		500		\$ 3,608.00	\$ 0.281	\$ 4,113.12	\$ 0.320	\$ 4,690.40	\$ 0.365	\$ 4,906.88	\$ 0.382	\$ 5,267.68	\$ 0.410
		2,500		4,170.00	1.136	4,753.80	1.295	5,421.00	1.477	5,671.20	1.545	6,088.20	1.659
B	Restaurant - Complete	5,000	A	7,010.00	1.650	7,991.40	1.881	9,113.00	2.145	9,533.60	2.244	10,234.60	2.409
		12,500		19,387.00	1.054	22,101.18	1.202	25,203.10	1.371	26,366.32	1.434	28,305.02	1.539
		25,000		32,565.00	1.303	37,124.10	1.485	42,334.50	1.693	44,288.40	1.772	47,544.90	1.902
		500		\$ 2,791.00	\$ 0.217	\$ 3,181.74	\$ 0.247	\$ 3,628.30	\$ 0.282	\$ 3,795.76	\$ 0.295	\$ 4,074.86	\$ 0.317
		2,500		3,225.00	0.879	3,676.50	1.002	4,192.50	1.142	4,386.00	1.195	4,708.50	1.283
B	Restaurant - Shell	5,000	A	5,422.00	1.276	6,181.08	1.455	7,048.60	1.659	7,373.92	1.736	7,916.12	1.864
		12,500		14,995.00	0.815	17,094.30	0.930	19,493.50	1.060	20,393.20	1.109	21,892.70	1.190
		25,000		25,187.00	1.007	28,713.18	1.149	32,743.10	1.310	34,254.32	1.370	36,773.02	1.471
		250		\$ 1,526.00	\$ 0.238	\$ 1,739.64	\$ 0.271	\$ 1,983.80	\$ 0.309	\$ 2,075.36	\$ 0.324	\$ 2,227.96	\$ 0.347
		1,250		1,764.00	0.962	2,010.96	1.096	2,293.20	1.250	2,399.04	1.308	2,575.44	1.404
B	Restaurant - TI	2,500	A	2,966.00	1.396	3,381.24	1.591	3,855.80	1.815	4,033.76	1.899	4,330.36	2.038
		6,250		8,201.00	0.892	9,349.14	1.017	10,661.30	1.160	11,153.36	1.213	11,973.46	1.302
		12,500		13,776.00	1.102	15,704.64	1.256	17,908.80	1.433	18,735.36	1.499	20,112.96	1.609
		1,000		\$ 5,647.00	\$ 0.220	\$ 6,437.58	\$ 0.251	\$ 7,341.10	\$ 0.286	\$ 7,679.92	\$ 0.299	\$ 8,244.62	\$ 0.321
		5,000		6,527.00	0.889	7,440.78	1.013	8,485.10	1.156	8,876.72	1.209	9,529.42	1.298
B	Offices, etc. - Complete	10,000	A	10,972.00	1.291	12,508.08	1.472	14,263.60	1.679	14,921.92	1.756	16,019.12	1.885
		25,000		30,343.00	0.825	34,591.02	0.940	39,445.90	1.072	41,266.48	1.122	44,300.78	1.204
		50,000		50,967.00	1.019	58,102.38	1.162	66,257.10	1.325	69,315.12	1.386	74,411.82	1.488
		1,000		\$ 4,750.00	\$ 0.185	\$ 5,415.00	\$ 0.211	\$ 6,175.00	\$ 0.241	\$ 6,460.00	\$ 0.252	\$ 6,935.00	\$ 0.270
		5,000		5,490.00	0.748	6,258.60	0.852	7,137.00	0.972	7,466.40	1.017	8,015.40	1.092
B	Offices, etc. - Shell	10,000	A	9,229.00	1.086	10,521.06	1.238	11,997.70	1.412	12,551.44	1.477	13,474.34	1.586
		25,000		25,522.00	0.694	29,095.08	0.791	33,178.60	0.902	34,709.92	0.944	37,262.12	1.013
		50,000		42,870.00	0.857	48,871.80	0.977	55,731.00	1.115	58,303.20	1.166	62,590.20	1.252
		500		\$ 4,330.00	\$ 0.338	\$ 4,936.20	\$ 0.385	\$ 5,629.00	\$ 0.439	\$ 5,888.80	\$ 0.459	\$ 6,321.80	\$ 0.493
		2,500		5,005.00	1.363	5,705.70	1.554	6,506.50	1.772	6,806.80	1.854	7,307.30	1.990
B	Commercial Building - Addition	5,000	A	8,413.00	1.981	9,590.82	2.258	10,936.90	2.575	11,441.68	2.694	12,282.98	2.892
		12,500		23,267.00	1.265	26,524.38	1.442	30,247.10	1.645	31,643.12	1.721	33,969.82	1.847
		25,000		39,082.00	1.563	44,553.48	1.782	50,806.60	2.032	53,151.52	2.126	57,059.72	2.282

Building Plan Check Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		500		\$ 1,043.00	\$ 0.082	\$ 1,189.02	\$ 0.093	\$ 1,355.90	\$ 0.106	\$ 1,418.48	\$ 0.111	\$ 1,522.78	\$ 0.119
		2,500		1,206.00	0.328	1,374.84	0.374	1,567.80	0.427	1,640.16	0.447	1,760.76	0.479
B	Offices, etc. - Non-Medical TI	5,000	A	2,027.00	0.477	2,310.78	0.544	2,635.10	0.620	2,756.72	0.649	2,959.42	0.696
		12,500		5,604.00	0.305	6,388.56	0.347	7,285.20	0.396	7,621.44	0.415	8,181.84	0.445
		25,000		9,414.00	0.377	10,731.96	0.429	12,238.20	0.490	12,803.04	0.512	13,744.44	0.550
		1,000		\$ 6,265.00	\$ 0.244	\$ 7,142.10	\$ 0.278	\$ 8,144.50	\$ 0.317	\$ 8,520.40	\$ 0.332	\$ 9,146.90	\$ 0.356
		5,000		7,240.00	0.986	8,253.60	1.124	9,412.00	1.282	9,846.40	1.341	10,570.40	1.440
B	Medical Offices - Complete	10,000	A	12,171.00	1.433	13,874.94	1.633	15,822.30	1.862	16,552.56	1.948	17,769.66	2.091
		25,000		33,659.00	0.915	38,371.26	1.043	43,756.70	1.190	45,776.24	1.245	49,142.14	1.336
		50,000		56,538.00	1.131	64,453.32	1.289	73,499.40	1.470	76,891.68	1.538	82,545.48	1.651
		1,000		\$ 4,383.00	\$ 0.171	\$ 4,996.62	\$ 0.194	\$ 5,697.90	\$ 0.222	\$ 5,960.88	\$ 0.232	\$ 6,399.18	\$ 0.249
		5,000		5,065.00	0.690	5,774.10	0.787	6,584.50	0.897	6,888.40	0.938	7,394.90	1.007
B	Medical Offices - Shell	10,000	A	8,515.00	1.002	9,707.10	1.143	11,069.50	1.303	11,580.40	1.363	12,431.90	1.463
		25,000		23,548.00	0.640	26,844.72	0.730	30,612.40	0.832	32,025.28	0.871	34,380.08	0.935
		50,000		39,555.00	0.791	45,092.70	0.902	51,421.50	1.028	53,794.80	1.076	57,750.30	1.155
		500		\$ 2,221.00	\$ 0.173	\$ 2,531.94	\$ 0.197	\$ 2,887.30	\$ 0.225	\$ 3,020.56	\$ 0.235	\$ 3,242.66	\$ 0.253
		2,500		2,567.00	0.699	2,926.38	0.797	3,337.10	0.909	3,491.12	0.951	3,747.82	1.021
B	Medical Offices - TI	5,000	A	4,315.00	1.016	4,919.10	1.158	5,609.50	1.320	5,868.40	1.381	6,299.90	1.483
		12,500		11,933.00	0.649	13,603.62	0.740	15,512.90	0.844	16,228.88	0.882	17,422.18	0.947
		25,000		20,044.00	0.802	22,850.16	0.914	26,057.20	1.042	27,259.84	1.090	29,264.24	1.171
		100		\$ 1,759.00	\$ 0.685	\$ 2,005.26	\$ 0.781	\$ 2,286.70	\$ 0.891	\$ 2,392.24	\$ 0.932	\$ 2,568.14	\$ 1.000
		500		2,033.00	2.770	2,317.62	3.158	2,642.90	3.601	2,764.88	3.767	2,968.18	4.044
E	Shell	1,000	A	3,418.00	4.022	3,896.52	4.585	4,443.40	5.229	4,648.48	5.470	4,990.28	5.872
		2,500		9,451.00	2.570	10,774.14	2.929	12,286.30	3.340	12,853.36	3.495	13,798.46	3.752
		5,000		15,875.00	3.175	18,097.50	3.620	20,637.50	4.128	21,590.00	4.318	23,177.50	4.636
		150		\$ 984.00	\$ 0.255	\$ 1,121.76	\$ 0.291	\$ 1,279.20	\$ 0.332	\$ 1,338.24	\$ 0.347	\$ 1,436.64	\$ 0.372
		750		1,137.00	1.033	1,296.18	1.178	1,478.10	1.343	1,546.32	1.405	1,660.02	1.509
E	Educational Building - TI	1,500	A	1,912.00	1.500	2,179.68	1.711	2,485.60	1.951	2,600.32	2.041	2,791.52	2.191
		3,750		5,288.00	0.958	6,028.32	1.093	6,874.40	1.246	7,191.68	1.303	7,720.48	1.399
		7,500		8,882.00	1.184	10,125.48	1.350	11,546.60	1.540	12,079.52	1.611	12,967.72	1.729
		500		\$ 3,872.00	\$ 0.302	\$ 4,414.08	\$ 0.344	\$ 5,033.60	\$ 0.392	\$ 5,265.92	\$ 0.410	\$ 5,653.12	\$ 0.440
		2,500		4,475.00	1.219	5,101.50	1.390	5,817.50	1.585	6,086.00	1.658	6,533.50	1.780
F-1	Industrial Building - Shell	5,000	A	7,523.00	1.771	8,576.22	2.019	9,779.90	2.302	10,231.28	2.409	10,983.58	2.586
		12,500		20,806.00	1.131	23,718.84	1.290	27,047.80	1.471	28,296.16	1.539	30,376.76	1.652
		25,000		34,948.00	1.398	39,840.72	1.594	45,432.40	1.817	47,529.28	1.901	51,024.08	2.041
		500		\$ 1,061.00	\$ 0.083	\$ 1,209.54	\$ 0.095	\$ 1,379.30	\$ 0.108	\$ 1,442.96	\$ 0.113	\$ 1,549.06	\$ 0.121
		2,500		1,227.00	0.334	1,398.78	0.381	1,595.10	0.434	1,668.72	0.454	1,791.42	0.488
F-1	Industrial Building - TI	5,000	A	2,062.00	0.485	2,350.68	0.553	2,680.60	0.631	2,804.32	0.660	3,010.52	0.709
		12,500		5,703.00	0.310	6,501.42	0.354	7,413.90	0.403	7,756.08	0.422	8,326.38	0.453
		25,000		9,580.00	0.383	10,921.20	0.437	12,454.00	0.498	13,028.80	0.521	13,986.80	0.559
		500		\$ 2,925.00	\$ 0.228	\$ 3,334.50	\$ 0.259	\$ 3,802.50	\$ 0.296	\$ 3,978.00	\$ 0.309	\$ 4,270.50	\$ 0.332
		2,500		3,380.00	0.921	3,853.20	1.050	4,394.00	1.197	4,596.80	1.252	4,934.80	1.344
H	Hazardous H- Complete	5,000	A	5,682.00	1.338	6,477.48	1.525	7,386.60	1.739	7,727.52	1.819	8,295.72	1.953
		12,500		15,714.00	0.855	17,913.96	0.974	20,428.20	1.111	21,371.04	1.162	22,942.44	1.248
		25,000		26,396.00	1.056	30,091.44	1.204	34,314.80	1.373	35,898.56	1.436	38,538.16	1.542
		500		\$ 1,408.00	\$ 0.110	\$ 1,605.12	\$ 0.125	\$ 1,830.40	\$ 0.143	\$ 1,914.88	\$ 0.150	\$ 2,055.68	\$ 0.161
		2,500		1,628.00	0.443	1,855.92	0.505	2,116.40	0.576	2,214.08	0.603	2,376.88	0.647
H	Hazardous H- Shell	5,000	A	2,736.00	0.644	3,119.04	0.734	3,556.80	0.837	3,720.96	0.876	3,994.56	0.940
		12,500		7,566.00	0.411	8,625.24	0.469	9,835.80	0.535	10,289.76	0.560	11,046.36	0.601
		25,000		12,709.00	0.508	14,488.26	0.580	16,521.70	0.661	17,284.24	0.691	18,555.14	0.742

Building Plan Check Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		500		\$ 2,131.00	\$ 0.166	\$ 2,429.34	\$ 0.189	\$ 2,770.30	\$ 0.216	\$ 2,898.16	\$ 0.226	\$ 3,111.26	\$ 0.242
		2,500		2,463.00	0.671	2,807.82	0.765	3,201.90	0.873	3,349.68	0.913	3,595.98	0.980
H	Hazardous H- T I	5,000	A	4,141.00	0.975	4,720.74	1.111	5,383.30	1.267	5,631.76	1.326	6,045.86	1.423
		12,500		11,452.00	0.623	13,055.28	0.710	14,887.60	0.809	15,574.72	0.847	16,719.92	0.909
		25,000		19,235.00	0.769	21,927.90	0.877	25,005.50	1.000	26,159.60	1.046	28,083.10	1.123
		250		\$ 5,428.00	\$ 0.845	\$ 6,187.92	\$ 0.963	\$ 7,056.40	\$ 1.099	\$ 7,382.08	\$ 1.149	\$ 7,924.88	\$ 1.234
		1,250		6,273.00	3.418	7,151.22	3.897	8,154.90	4.444	8,531.28	4.649	9,158.58	4.991
I-1	Medical/24 Hour Care - Complete	2,500	A	10,546.00	4.965	12,022.44	5.660	13,709.80	6.454	14,342.56	6.752	15,397.16	7.249
		6,250		29,164.00	3.172	33,246.96	3.616	37,913.20	4.123	39,663.04	4.313	42,579.44	4.631
		12,500		48,987.00	3.919	55,845.18	4.468	63,683.10	5.095	66,622.32	5.330	71,521.02	5.722
		250		\$ 3,897.00	\$ 0.607	\$ 4,442.58	\$ 0.692	\$ 5,066.10	\$ 0.789	\$ 5,299.92	\$ 0.826	\$ 5,689.62	\$ 0.886
		1,250		4,504.00	2.454	5,134.56	2.797	5,855.20	3.190	6,125.44	3.337	6,575.84	3.582
I-1	Medical/24 Hour Care - Shell	2,500	A	7,571.00	3.565	8,630.94	4.064	9,842.30	4.634	10,296.56	4.848	11,053.66	5.204
		6,250		20,938.00	2.277	23,869.32	2.596	27,219.40	2.960	28,475.68	3.097	30,569.48	3.325
		12,500		35,170.00	2.814	40,093.80	3.208	45,721.00	3.658	47,831.20	3.826	51,348.20	4.108
		250		\$ 1,700.00	\$ 0.265	\$ 1,938.00	\$ 0.302	\$ 2,210.00	\$ 0.345	\$ 2,312.00	\$ 0.360	\$ 2,482.00	\$ 0.387
		1,250		1,965.00	1.071	2,240.10	1.221	2,554.50	1.393	2,672.40	1.457	2,868.90	1.564
I-1	Medical/24Hour Care - TI	2,500	A	3,304.00	1.555	3,766.56	1.773	4,295.20	2.022	4,493.44	2.115	4,823.84	2.271
		6,250		9,136.00	0.994	10,415.04	1.133	11,876.80	1.292	12,424.96	1.352	13,338.56	1.451
		12,500		15,347.00	1.228	17,495.58	1.400	19,951.10	1.596	20,871.92	1.670	22,406.62	1.793
		250		\$ 4,386.00	\$ 0.683	\$ 5,000.04	\$ 0.779	\$ 5,701.80	\$ 0.888	\$ 5,964.96	\$ 0.929	\$ 6,403.56	\$ 0.997
		1,250		5,069.00	2.762	5,778.66	3.149	6,589.70	3.591	6,893.84	3.757	7,400.74	4.033
I-4	Day Care Facility - Complete	2,500	A	8,522.00	4.012	9,715.08	4.574	11,078.60	5.216	11,589.92	5.456	12,442.12	5.858
		6,250		23,567.00	2.563	26,866.38	2.922	30,637.10	3.332	32,051.12	3.486	34,407.82	3.742
		12,500		39,586.00	3.167	45,128.04	3.610	51,461.80	4.117	53,836.96	4.307	57,795.56	4.624
		100		\$ 1,023.00	\$ 0.398	\$ 1,166.22	\$ 0.453	\$ 1,329.90	\$ 0.517	\$ 1,391.28	\$ 0.541	\$ 1,493.58	\$ 0.580
		500		1,182.00	1.610	1,347.48	1.835	1,536.60	2.093	1,607.52	2.190	1,725.72	2.351
I-4	Day Care Facility - TI	1,000	A	1,987.00	2.339	2,265.18	2.667	2,583.10	3.041	2,702.32	3.181	2,901.02	3.415
		2,500		5,496.00	1.494	6,265.44	1.704	7,144.80	1.943	7,474.56	2.032	8,024.16	2.182
		5,000		9,232.00	1.846	10,524.48	2.105	12,001.60	2.400	12,555.52	2.511	13,478.72	2.696
		1,000		\$ 4,583.00	\$ 0.178	\$ 5,224.62	\$ 0.203	\$ 5,957.90	\$ 0.232	\$ 6,232.88	\$ 0.242	\$ 6,691.18	\$ 0.260
		5,000		5,296.00	0.721	6,037.44	0.822	6,884.80	0.938	7,202.56	0.981	7,732.16	1.053
M	Retail Sales - Complete	10,000	A	8,903.00	1.048	10,149.42	1.195	11,573.90	1.362	12,108.08	1.425	12,998.38	1.530
		25,000		24,622.00	0.669	28,069.08	0.763	32,008.60	0.870	33,485.92	0.910	35,948.12	0.977
		50,000		41,359.00	0.827	47,149.26	0.943	53,766.70	1.075	56,248.24	1.125	60,384.14	1.208
		1,000		\$ 3,620.00	\$ 0.141	\$ 4,126.80	\$ 0.161	\$ 4,706.00	\$ 0.183	\$ 4,923.20	\$ 0.192	\$ 5,285.20	\$ 0.206
		5,000		4,184.00	0.570	4,769.76	0.650	5,439.20	0.741	5,690.24	0.775	6,108.64	0.832
M	Retail Sales - Shell	10,000	A	7,034.00	0.828	8,018.76	0.944	9,144.20	1.076	9,566.24	1.126	10,269.64	1.209
		25,000		19,452.00	0.529	22,175.28	0.603	25,287.60	0.688	26,454.72	0.719	28,399.92	0.772
		50,000		32,674.00	0.653	37,248.36	0.745	42,476.20	0.850	44,436.64	0.889	47,704.04	0.954
		1,000		\$ 1,320.00	\$ 0.052	\$ 1,504.80	\$ 0.059	\$ 1,716.00	\$ 0.067	\$ 1,795.20	\$ 0.070	\$ 1,927.20	\$ 0.075
		5,000		1,526.00	0.208	1,739.64	0.237	1,983.80	0.270	2,075.36	0.283	2,227.96	0.303
M	Retail Sales - TI	10,000	A	2,565.00	0.302	2,924.10	0.344	3,334.50	0.392	3,488.40	0.411	3,744.90	0.441
		25,000		7,093.00	0.193	8,086.02	0.220	9,220.90	0.251	9,646.48	0.262	10,355.78	0.282
		50,000		11,914.00	0.238	13,581.96	0.272	15,488.20	0.310	16,203.04	0.324	17,394.44	0.348
		2,500		\$ 15,910.00	\$ 0.248	\$ 18,137.40	\$ 0.282	\$ 20,683.00	\$ 0.322	\$ 21,637.60	\$ 0.337	\$ 23,228.60	\$ 0.362
		12,500		18,387.00	1.002	20,961.18	1.142	23,903.10	1.302	25,006.32	1.363	26,845.02	1.463
R-1	Hotel Low/Mid Rise - Complete	25,000	A	30,911.00	1.455	35,238.54	1.659	40,184.30	1.892	42,038.96	1.979	45,130.06	2.125
		62,500		85,483.00	0.930	97,450.62	1.060	111,127.90	1.209	116,256.88	1.264	124,805.18	1.357
		125,000		143,587.00	1.149	163,689.18	1.310	186,663.10	1.493	195,278.32	1.562	209,637.02	1.677

Building Plan Check Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		2,500		\$ 12,905.00	\$ 0.201	\$ 14,711.70	\$ 0.229	\$ 16,776.50	\$ 0.261	\$ 17,550.80	\$ 0.273	\$ 18,841.30	\$ 0.293
		12,500		14,915.00	0.813	17,003.10	0.926	19,389.50	1.056	20,284.40	1.105	21,775.90	1.186
R-1	Hotel Low/Mid Rise - Shell	25,000	A	25,073.00	1.180	28,583.22	1.346	32,594.90	1.535	34,099.28	1.605	36,606.58	1.723
		62,500		69,338.00	0.754	79,045.32	0.860	90,139.40	0.980	94,299.68	1.026	101,233.48	1.101
		125,000		116,469.00	0.932	132,774.66	1.062	151,409.70	1.211	158,397.84	1.267	170,044.74	1.360
		2,500		\$ 8,310.00	\$ 0.129	\$ 9,473.40	\$ 0.148	\$ 10,803.00	\$ 0.168	\$ 11,301.60	\$ 0.176	\$ 12,132.60	\$ 0.189
		12,500		9,604.00	0.523	10,948.56	0.597	12,485.20	0.680	13,061.44	0.712	14,021.84	0.764
R-1	Hotel Low/Mid Rise - TI	25,000	A	16,146.00	0.760	18,406.44	0.867	20,989.80	0.988	21,958.56	1.034	23,573.16	1.110
		62,500		44,651.00	0.486	50,902.14	0.554	58,046.30	0.631	60,725.36	0.660	65,190.46	0.709
		125,000		75,001.00	0.600	85,501.14	0.684	97,501.30	0.780	102,001.36	0.816	109,501.46	0.876
		1,667		\$ 3,855.00	\$ 1.075	\$ 4,394.70	\$ 1.226	\$ 5,011.50	\$ 1.398	\$ 5,242.80	\$ 1.462	\$ 5,628.30	\$ 1.570
		3,333		5,647.00	1.265	6,437.58	1.443	7,341.10	1.645	7,679.92	1.721	8,244.62	1.847
R-2	Multi-family Residential - New	5,000	A	7,756.00	1.403	8,841.84	1.600	10,082.80	1.824	10,548.16	1.909	11,323.76	2.049
		8,333		12,434.00	0.887	14,174.76	1.011	16,164.20	1.153	16,910.24	1.206	18,153.64	1.295
		12,500		16,129.00	1.290	18,387.06	1.471	20,967.70	1.677	21,935.44	1.755	23,548.34	1.884
		667		\$ 1,498.00	\$ 1.044	\$ 1,707.72	\$ 1.190	\$ 1,947.40	\$ 1.357	\$ 2,037.28	\$ 1.420	\$ 2,187.08	\$ 1.524
		1,333		2,194.00	1.229	2,501.16	1.400	2,852.20	1.597	2,983.84	1.671	3,203.24	1.794
R-2	Multi-Family Residential - Addition	2,000	A	3,013.00	1.363	3,434.82	1.554	3,916.90	1.772	4,097.68	1.853	4,398.98	1.990
		3,333		4,830.00	0.861	5,506.20	0.982	6,279.00	1.119	6,568.80	1.171	7,051.80	1.257
		5,000		6,265.00	1.253	7,142.10	1.428	8,144.50	1.629	8,520.40	1.704	9,146.90	1.829
		667		\$ 1,486.00	\$ 1.037	\$ 1,694.04	\$ 1.182	\$ 1,931.80	\$ 1.347	\$ 2,020.96	\$ 1.410	\$ 2,169.56	\$ 1.513
		1,333		2,177.00	1.220	2,481.78	1.390	2,830.10	1.585	2,960.72	1.659	3,178.42	1.780
R-2	Multi-Family Residential - Alteration	2,000	A	2,990.00	1.352	3,408.60	1.542	3,887.00	1.758	4,066.40	1.839	4,365.40	1.974
		3,333		4,793.00	0.855	5,464.02	0.975	6,230.90	1.112	6,518.48	1.163	6,997.78	1.248
		5,000		6,218.00	1.244	7,088.52	1.418	8,083.40	1.617	8,456.48	1.691	9,078.28	1.816
		1,000		\$ 1,975.00	\$ 0.918	\$ 2,251.50	\$ 1.047	\$ 2,567.50	\$ 1.193	\$ 2,686.00	\$ 1.248	\$ 2,883.50	\$ 1.340
		2,000		2,893.00	1.081	3,298.02	1.232	3,760.90	1.405	3,934.48	1.470	4,223.78	1.578
R-3	Single-Family (custom or model)	3,000	A	3,974.00	1.198	4,530.36	1.366	5,166.20	1.557	5,404.64	1.629	5,802.04	1.749
		5,000		6,370.00	0.758	7,261.80	0.864	8,281.00	0.985	8,663.20	1.030	9,300.20	1.106
		7,500		8,264.00	1.102	9,420.96	1.256	10,743.20	1.432	11,239.04	1.499	12,065.44	1.609
		667		\$ 632.00	\$ 0.440	\$ 720.48	\$ 0.501	\$ 821.60	\$ 0.571	\$ 859.52	\$ 0.598	\$ 922.72	\$ 0.642
		1,333		925.00	0.518	1,054.50	0.590	1,202.50	0.673	1,258.00	0.704	1,350.50	0.756
R-3	Single-Family - Production / Repeat	2,000	A	1,270.00	0.575	1,447.80	0.656	1,651.00	0.748	1,727.20	0.782	1,854.20	0.840
		3,333		2,037.00	0.363	2,322.18	0.414	2,648.10	0.472	2,770.32	0.494	2,974.02	0.530
		5,000		2,642.00	0.528	3,011.88	0.602	3,434.60	0.687	3,593.12	0.719	3,857.32	0.771
		250		\$ 761.00	\$ 1.060	\$ 867.00	\$ 1.210	\$ 989.30	\$ 1.380	\$ 1,034.96	\$ 1.440	\$ 1,111.06	\$ 1.550
		1,000		1,557.00	1.164	1,774.98	1.327	2,024.10	1.513	2,117.52	1.583	2,273.22	1.699
R-3	Single-Family Residential - Addition	1,500	A	2,139.00	1.290	2,438.46	1.471	2,780.70	1.677	2,909.04	1.754	3,122.94	1.883
		2,500		3,429.00	0.815	3,909.06	0.929	4,457.70	1.060	4,663.44	1.109	5,006.34	1.190
		3,750		4,448.00	1.186	5,070.72	1.352	5,782.40	1.542	6,049.28	1.613	6,494.08	1.732
		250		\$ 648.00	\$ 1.096	\$ 738.72	\$ 1.230	\$ 842.40	\$ 1.420	\$ 881.28	\$ 1.490	\$ 946.08	\$ 1.600
		1,000		1,470.00	1.100	1,675.80	1.254	1,911.00	1.430	1,999.20	1.496	2,146.20	1.606
R-3	Single-Family Residential - Alteration	1,500	A	2,020.00	1.218	2,302.80	1.389	2,626.00	1.583	2,747.20	1.656	2,949.20	1.778
		2,500		3,238.00	0.770	3,691.32	0.877	4,209.40	1.000	4,403.68	1.047	4,727.48	1.124
		3,750		4,200.00	1.120	4,788.00	1.277	5,460.00	1.456	5,712.00	1.523	6,132.00	1.635
		667		\$ 766.00	\$ 0.534	\$ 873.24	\$ 0.609	\$ 995.80	\$ 0.694	\$ 1,041.76	\$ 0.726	\$ 1,118.36	\$ 0.780
		1,333		1,122.00	0.630	1,279.08	0.718	1,458.60	0.819	1,525.92	0.857	1,638.12	0.920
R-3	Manufactured Home - Complete	2,000	A	1,542.00	0.697	1,757.88	0.794	2,004.60	0.906	2,097.12	0.948	2,251.32	1.017
		3,333		2,471.00	0.441	2,816.94	0.503	3,212.30	0.573	3,360.56	0.600	3,607.66	0.644
		5,000		3,206.00	0.641	3,654.84	0.731	4,167.80	0.834	4,360.16	0.872	4,680.76	0.936

Building Plan Check Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		333		\$ 766.00	\$ 1.068	\$ 873.24	\$ 1.218	\$ 995.80	\$ 1.388	\$ 1,041.76	\$ 1.452	\$ 1,118.36	\$ 1.559
		667		1,122.00	1.260	1,279.08	1.436	1,458.60	1.638	1,525.92	1.714	1,638.12	1.840
R-3	Prefabricated Dwelling - Complete	1,000	A	1,542.00	1.394	1,757.88	1.589	2,004.60	1.812	2,097.12	1.895	2,251.32	2.035
		1,667		2,471.00	0.882	2,816.94	1.005	3,212.30	1.147	3,360.56	1.200	3,607.66	1.288
		2,500		3,206.00	1.282	3,654.84	1.462	4,167.80	1.667	4,360.16	1.744	4,680.76	1.872
		250		\$ 1,628.00	\$ 0.253	\$ 1,855.92	\$ 0.288	\$ 2,116.40	\$ 0.329	\$ 2,214.08	\$ 0.344	\$ 2,376.88	\$ 0.369
		1,250		1,881.00	1.026	2,144.34	1.169	2,445.30	1.333	2,558.16	1.395	2,746.26	1.497
	Modular Building - Complete	2,500	A	3,163.00	1.489	3,605.82	1.698	4,111.90	1.936	4,301.68	2.025	4,617.98	2.174
		6,250		8,747.00	0.951	9,971.58	1.084	11,371.10	1.237	11,895.92	1.294	12,770.62	1.389
		12,500		14,692.00	1.175	16,748.88	1.340	19,099.60	1.528	19,981.12	1.598	21,450.32	1.716
		250		\$ 181.00	\$ 0.029	\$ 206.34	\$ 0.033	\$ 235.30	\$ 0.038	\$ 246.16	\$ 0.039	\$ 264.26	\$ 0.042
		1,250		210.00	0.114	239.40	0.130	273.00	0.148	285.60	0.154	306.60	0.166
	Manufactured Building - Fnd	2,500	A	352.00	0.166	401.28	0.189	457.60	0.216	478.72	0.226	513.92	0.242
		6,250		974.00	0.106	1,110.36	0.121	1,266.20	0.138	1,324.64	0.144	1,422.04	0.155
		12,500		1,637.00	0.131	1,866.18	0.149	2,128.10	0.170	2,226.32	0.178	2,390.02	0.191
		1,000		\$ 4,234.00	\$ 0.165	\$ 4,826.76	\$ 0.188	\$ 5,504.20	\$ 0.215	\$ 5,758.24	\$ 0.224	\$ 6,181.64	\$ 0.241
		5,000		4,894.00	0.666	5,579.16	0.760	6,362.20	0.866	6,655.84	0.906	7,145.24	0.973
S-1/S-2	Warehouse - Complete	10,000	A	8,226.00	0.968	9,377.64	1.104	10,693.80	1.259	11,187.36	1.317	12,009.96	1.414
		25,000		22,750.00	0.619	25,935.00	0.705	29,575.00	0.804	30,940.00	0.841	33,215.00	0.903
		50,000		38,214.00	0.764	43,563.96	0.871	49,678.20	0.994	51,971.04	1.039	55,792.44	1.116
		500		\$ 2,042.00	\$ 0.159	\$ 2,327.88	\$ 0.181	\$ 2,654.60	\$ 0.207	\$ 2,777.12	\$ 0.216	\$ 2,981.32	\$ 0.232
		2,500		2,360.00	0.643	2,690.40	0.733	3,068.00	0.836	3,209.60	0.875	3,445.60	0.939
S-1	Repair Garage & Service St - Complete	5,000	A	3,968.00	0.934	4,523.52	1.065	5,158.40	1.214	5,396.48	1.270	5,793.28	1.363
		12,500		10,972.00	0.597	12,508.08	0.680	14,263.60	0.776	14,921.92	0.811	16,019.12	0.871
		25,000		18,430.00	0.737	21,010.20	0.840	23,959.00	0.958	25,064.80	1.003	26,907.80	1.076
		500		\$ 1,703.00	\$ 0.133	\$ 1,941.42	\$ 0.151	\$ 2,213.90	\$ 0.172	\$ 2,316.08	\$ 0.180	\$ 2,486.38	\$ 0.193
		2,500		1,968.00	0.536	2,243.52	0.611	2,558.40	0.697	2,676.48	0.729	2,873.28	0.783
S-1	Repair Garage & Service St - Shell	5,000	A	3,308.00	0.779	3,771.12	0.888	4,300.40	1.012	4,498.88	1.059	4,829.68	1.137
		12,500		9,149.00	0.497	10,429.86	0.567	11,893.70	0.647	12,442.64	0.677	13,357.54	0.726
		25,000		15,367.00	0.615	17,518.38	0.701	19,977.10	0.799	20,899.12	0.836	22,435.82	0.897
		500		\$ 1,143.00	\$ 0.089	\$ 1,303.02	\$ 0.101	\$ 1,485.90	\$ 0.116	\$ 1,554.48	\$ 0.121	\$ 1,668.78	\$ 0.130
		2,500		1,321.00	0.360	1,505.94	0.410	1,717.30	0.467	1,796.56	0.489	1,928.66	0.525
S-1	Repair Garage & Service St - TI	5,000	A	2,220.00	0.523	2,530.80	0.596	2,886.00	0.679	3,019.20	0.711	3,241.20	0.763
		12,500		6,140.00	0.334	6,999.60	0.381	7,982.00	0.434	8,350.40	0.454	8,964.40	0.487
		25,000		10,313.00	0.413	11,756.82	0.470	13,406.90	0.536	14,025.68	0.561	15,056.98	0.602
		1,000		\$ 3,481.00	\$ 0.136	\$ 3,968.34	\$ 0.154	\$ 4,525.30	\$ 0.176	\$ 4,734.16	\$ 0.184	\$ 5,082.26	\$ 0.198
		5,000		4,023.00	0.548	4,586.22	0.625	5,229.90	0.712	5,471.28	0.745	5,873.58	0.800
S-2	Parking Garage - Complete	10,000	A	6,763.00	0.796	7,709.82	0.908	8,791.90	1.035	9,197.68	1.083	9,873.98	1.162
		25,000		18,704.00	0.509	21,322.56	0.580	24,315.20	0.661	25,437.44	0.692	27,307.84	0.742
		50,000		31,418.00	0.628	35,816.52	0.716	40,843.40	0.817	42,728.48	0.855	45,870.28	0.917
		250		\$ 1,113.00	\$ 0.173	\$ 1,268.82	\$ 0.197	\$ 1,446.90	\$ 0.225	\$ 1,513.68	\$ 0.235	\$ 1,624.98	\$ 0.253
		1,250		1,286.00	0.702	1,466.04	0.800	1,671.80	0.912	1,748.96	0.954	1,877.56	1.024
S-2	Commercial Carport	2,500	A	2,163.00	1.018	2,465.82	1.161	2,811.90	1.324	2,941.68	1.385	3,157.98	1.486
		6,250		5,981.00	0.650	6,818.34	0.741	7,775.30	0.846	8,134.16	0.885	8,732.26	0.950
		12,500		10,046.00	0.804	11,452.44	0.916	13,059.80	1.045	13,662.56	1.093	14,667.16	1.173
		100		\$ 971.00	\$ 0.378	\$ 1,106.94	\$ 0.430	\$ 1,262.30	\$ 0.491	\$ 1,320.56	\$ 0.513	\$ 1,417.66	\$ 0.551
		500		1,122.00	1.528	1,279.08	1.742	1,458.60	1.986	1,525.92	2.078	1,638.12	2.231
U	Accessory Building - Commercial	1,000	A	1,886.00	2.219	2,150.04	2.529	2,451.80	2.884	2,564.96	3.017	2,753.56	3.239
		2,500		5,214.00	1.418	5,943.96	1.617	6,778.20	1.843	7,091.04	1.928	7,612.44	2.070
		5,000		8,759.00	1.752	9,985.26	1.997	11,386.70	2.277	11,912.24	2.382	12,788.14	2.558

Building Plan Check Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B					
Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:			
1.00		1.14		1.30		1.36		1.46					
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		167		\$ 507.00	\$ 1.410	\$ 577.98	\$ 1.607	\$ 659.10	\$ 1.833	\$ 689.52	\$ 1.918	\$ 740.22	\$ 2.059
		333		742.00	1.668	845.88	1.902	964.60	2.168	1,009.12	2.268	1,083.32	2.435
U	Accessory Building - Residential	500	A	1,020.00	1.842	1,162.80	2.100	1,326.00	2.395	1,387.20	2.505	1,489.20	2.689
	Such as pool houses, recreation rooms, art studios and sheds	833		1,634.00	1.166	1,862.76	1.330	2,124.20	1.516	2,222.24	1.586	2,385.64	1.703
		1,250		2,120.00	1.696	2,416.80	1.933	2,756.00	2.205	2,883.20	2.307	3,095.20	2.476
		167		\$ 642.00	\$ 1.788	\$ 731.88	\$ 2.038	\$ 834.60	\$ 2.324	\$ 873.12	\$ 2.432	\$ 937.32	\$ 2.610
		333		940.00	2.112	1,071.60	2.408	1,222.00	2.746	1,278.40	2.872	1,372.40	3.084
U	Residential Garage	500	A	1,292.00	2.334	1,472.88	2.661	1,679.60	3.034	1,757.12	3.174	1,886.32	3.408
		833		2,070.00	1.478	2,359.80	1.685	2,691.00	1.922	2,815.20	2.011	3,022.20	2.158
		1,250		2,686.00	2.149	3,062.04	2.450	3,491.80	2.793	3,652.96	2.922	3,921.56	3.137
		167		\$ 390.00	\$ 1.086	\$ 444.60	\$ 1.238	\$ 507.00	\$ 1.412	\$ 530.40	\$ 1.477	\$ 569.40	\$ 1.586
		333		571.00	1.284	650.94	1.464	742.30	1.669	776.56	1.746	833.66	1.875
U	Residential Carport	500	A	785.00	1.419	894.90	1.618	1,020.50	1.845	1,067.60	1.930	1,146.10	2.072
		833		1,258.00	0.898	1,434.12	1.023	1,635.40	1.167	1,710.88	1.221	1,836.68	1.310
		1,250		1,632.00	1.306	1,860.48	1.488	2,121.60	1.697	2,219.52	1.776	2,382.72	1.906
		333		\$ 353.00	\$ 0.492	\$ 402.42	\$ 0.561	\$ 458.90	\$ 0.640	\$ 480.08	\$ 0.669	\$ 515.38	\$ 0.718
		667		517.00	0.579	589.38	0.660	672.10	0.753	703.12	0.787	754.82	0.845
	Residential Patio Cover	1,000	A	710.00	0.644	809.40	0.734	923.00	0.837	965.60	0.875	1,036.60	0.940
		1,667		1,139.00	0.406	1,298.46	0.462	1,480.70	0.527	1,549.04	0.552	1,662.94	0.592
		2,500		1,477.00	0.591	1,683.78	0.674	1,920.10	0.768	2,008.72	0.803	2,156.42	0.863
		333		\$ 393.00	\$ 0.546	\$ 448.02	\$ 0.622	\$ 510.90	\$ 0.710	\$ 534.48	\$ 0.743	\$ 573.78	\$ 0.797
		667		575.00	0.645	655.50	0.735	747.50	0.839	782.00	0.877	839.50	0.942
R-3	Residential Patio Enclosure	1,000	A	790.00	0.716	900.60	0.816	1,027.00	0.930	1,074.40	0.973	1,153.40	1.045
		1,667		1,267.00	0.451	1,444.38	0.514	1,647.10	0.587	1,723.12	0.614	1,849.82	0.659
		2,500		1,643.00	0.657	1,873.02	0.749	2,135.90	0.854	2,234.48	0.894	2,398.78	0.960

Building Permit Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
A-1	Assembly Group	200	A	\$ 1,139.00	\$ 0.469	\$ 1,298.46	\$ 0.534	\$ 1,480.70	\$ 0.609	\$ 1,549.04	\$ 0.638	\$ 1,662.94	\$ 0.684
		1,000		1,514.00	0.351	1,725.96	0.400	1,968.20	0.456	2,059.04	0.477	2,210.44	0.512
		2,000		1,865.00	0.173	2,126.10	0.197	2,424.50	0.225	2,536.40	0.235	2,722.90	0.253
		5,000		2,384.00	0.111	2,717.76	0.126	3,099.20	0.144	3,242.24	0.151	3,480.64	0.162
		10,000		2,938.00	0.294	3,349.32	0.335	3,819.40	0.382	3,995.68	0.400	4,289.48	0.429
A-2	Assembly Group: Restaurants	100	A	\$ 1,139.00	\$ 0.938	\$ 1,298.46	\$ 1.069	\$ 1,480.70	\$ 1.219	\$ 1,549.04	\$ 1.275	\$ 1,662.94	\$ 1.369
		500		1,514.00	0.702	1,725.96	0.800	1,968.20	0.913	2,059.04	0.955	2,210.44	1.025
		1,000		1,865.00	0.346	2,126.10	0.394	2,424.50	0.450	2,536.40	0.471	2,722.90	0.505
		2,500		2,384.00	0.222	2,717.76	0.253	3,099.20	0.288	3,242.24	0.301	3,480.64	0.324
		5,000		2,938.00	0.588	3,349.32	0.670	3,819.40	0.764	3,995.68	0.799	4,289.48	0.858
A-3	Assembly Group - TI	500	A	\$ 620.00	\$ 0.102	\$ 706.80	\$ 0.116	\$ 806.00	\$ 0.133	\$ 843.20	\$ 0.139	\$ 905.20	\$ 0.149
		2,500		824.00	0.076	939.36	0.087	1,071.20	0.099	1,120.64	0.104	1,203.04	0.112
		5,000		1,015.00	0.038	1,157.10	0.043	1,319.50	0.049	1,380.40	0.051	1,481.90	0.055
		12,500		1,298.00	0.024	1,479.72	0.027	1,687.40	0.031	1,765.28	0.033	1,895.08	0.035
		25,000		1,599.00	0.064	1,822.86	0.073	2,078.70	0.083	2,174.64	0.087	2,334.54	0.093
A-3	Church and Religious Bldg - TI	500	A	\$ 632.00	\$ 0.104	\$ 720.48	\$ 0.118	\$ 821.60	\$ 0.135	\$ 859.52	\$ 0.141	\$ 922.72	\$ 0.151
		2,500		839.00	0.078	956.46	0.089	1,090.70	0.101	1,141.04	0.106	1,224.94	0.114
		5,000		1,034.00	0.038	1,178.76	0.044	1,344.20	0.050	1,406.24	0.052	1,509.64	0.056
		12,500		1,322.00	0.025	1,507.08	0.028	1,718.60	0.032	1,797.92	0.033	1,930.12	0.036
		25,000		1,629.00	0.065	1,857.06	0.074	2,117.70	0.085	2,215.44	0.089	2,378.34	0.095
B	Restaurant - Complete	500	A	\$ 2,431.00	\$ 0.400	\$ 2,771.34	\$ 0.456	\$ 3,160.30	\$ 0.520	\$ 3,306.16	\$ 0.544	\$ 3,549.26	\$ 0.584
		2,500		3,231.00	0.299	3,683.34	0.341	4,200.30	0.389	4,394.16	0.407	4,717.26	0.437
		5,000		3,979.00	0.148	4,536.06	0.169	5,172.70	0.192	5,411.44	0.201	5,809.34	0.216
		12,500		5,088.00	0.094	5,800.32	0.108	6,614.40	0.123	6,919.68	0.128	7,428.48	0.138
		25,000		6,269.00	0.251	7,146.66	0.286	8,149.70	0.326	8,525.84	0.341	9,152.74	0.366
B	Restaurant - Shell	500	A	\$ 2,047.00	\$ 0.337	\$ 2,333.58	\$ 0.384	\$ 2,661.10	\$ 0.437	\$ 2,783.92	\$ 0.458	\$ 2,988.62	\$ 0.491
		2,500		2,720.00	0.252	3,100.80	0.287	3,536.00	0.328	3,699.20	0.343	3,971.20	0.368
		5,000		3,350.00	0.124	3,819.00	0.142	4,355.00	0.162	4,556.00	0.169	4,891.00	0.182
		12,500		4,283.00	0.080	4,882.62	0.091	5,567.90	0.103	5,824.88	0.108	6,253.18	0.116
		25,000		5,278.00	0.211	6,016.92	0.241	6,861.40	0.274	7,178.08	0.287	7,705.88	0.308
B	Restaurant - TI	250	A	\$ 614.00	\$ 0.203	\$ 699.96	\$ 0.231	\$ 798.20	\$ 0.264	\$ 835.04	\$ 0.276	\$ 896.44	\$ 0.296
		1,250		817.00	0.151	931.38	0.172	1,062.10	0.197	1,111.12	0.206	1,192.82	0.221
		2,500		1,006.00	0.075	1,146.84	0.085	1,307.80	0.097	1,368.16	0.102	1,468.76	0.109
		6,250		1,286.00	0.048	1,466.04	0.055	1,671.80	0.062	1,748.96	0.065	1,877.56	0.070
		12,500		1,585.00	0.127	1,806.90	0.145	2,060.50	0.165	2,155.60	0.172	2,314.10	0.185
B	Offices, etc. - Complete	1,000	A	\$ 2,798.00	\$ 0.230	\$ 3,189.72	\$ 0.262	\$ 3,637.40	\$ 0.299	\$ 3,805.28	\$ 0.313	\$ 4,085.08	\$ 0.336
		5,000		3,719.00	0.172	4,239.66	0.196	4,834.70	0.224	5,057.84	0.234	5,429.74	0.251
		10,000		4,580.00	0.085	5,221.20	0.097	5,954.00	0.111	6,228.80	0.116	6,686.80	0.124
		25,000		5,856.00	0.054	6,675.84	0.062	7,612.80	0.071	7,964.16	0.074	8,549.76	0.079
		50,000		7,216.00	0.144	8,226.24	0.165	9,380.80	0.188	9,813.76	0.196	10,535.36	0.211
B	Offices, etc. - Shell	1,000	A	\$ 1,875.00	\$ 0.154	\$ 2,137.50	\$ 0.176	\$ 2,437.50	\$ 0.201	\$ 2,550.00	\$ 0.210	\$ 2,737.50	\$ 0.225
		5,000		2,492.00	0.116	2,840.88	0.132	3,239.60	0.150	3,389.12	0.157	3,638.32	0.169
		10,000		3,070.00	0.057	3,499.80	0.065	3,991.00	0.074	4,175.20	0.078	4,482.20	0.083
		25,000		3,925.00	0.036	4,474.50	0.042	5,102.50	0.047	5,338.00	0.050	5,730.50	0.053
		50,000		4,836.00	0.097	5,513.04	0.110	6,286.80	0.126	6,576.96	0.132	7,060.56	0.141
B	Commercial Building - Addition	500	A	\$ 1,801.00	\$ 0.296	\$ 2,053.14	\$ 0.337	\$ 2,341.30	\$ 0.385	\$ 2,449.36	\$ 0.403	\$ 2,629.46	\$ 0.432
		2,500		2,393.00	0.222	2,728.02	0.253	3,110.90	0.288	3,254.48	0.301	3,493.78	0.324
		5,000		2,947.00	0.109	3,359.58	0.125	3,831.10	0.142	4,007.92	0.149	4,302.62	0.160
		12,500		3,768.00	0.070	4,295.52	0.080	4,898.40	0.091	5,124.48	0.095	5,501.28	0.102
		25,000		4,643.00	0.186	5,293.02	0.212	6,035.90	0.241	6,314.48	0.253	6,778.78	0.271

Building Permit Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
B	Offices, etc. - Non-Medical TI	500	A	\$ 517.00	\$ 0.085	\$ 589.38	\$ 0.097	\$ 672.10	\$ 0.111	\$ 703.12	\$ 0.116	\$ 754.82	\$ 0.124
		2,500		687.00	0.064	783.18	0.073	893.10	0.083	934.32	0.086	1,003.02	0.093
		5,000		846.00	0.031	964.44	0.036	1,099.80	0.041	1,150.56	0.043	1,235.16	0.046
		12,500		1,081.00	0.020	1,232.34	0.023	1,405.30	0.026	1,470.16	0.027	1,578.26	0.029
		25,000		1,332.00	0.053	1,518.48	0.061	1,731.60	0.069	1,811.52	0.072	1,944.72	0.078
B	Medical Offices - Complete	1,000	A	\$ 2,409.00	\$ 0.198	\$ 2,746.26	\$ 0.226	\$ 3,131.70	\$ 0.258	\$ 3,276.24	\$ 0.270	\$ 3,517.14	\$ 0.289
		5,000		3,202.00	0.148	3,650.28	0.169	4,162.60	0.193	4,354.72	0.202	4,674.92	0.216
		10,000		3,943.00	0.073	4,495.02	0.084	5,125.90	0.095	5,362.48	0.100	5,756.78	0.107
		25,000		5,042.00	0.047	5,747.88	0.053	6,554.60	0.061	6,857.12	0.064	7,361.32	0.068
		50,000		6,213.00	0.124	7,082.82	0.142	8,076.90	0.162	8,449.68	0.169	9,070.98	0.181
B	Medical Offices - Shell	1,000	A	\$ 1,882.00	\$ 0.155	\$ 2,145.48	\$ 0.176	\$ 2,446.60	\$ 0.201	\$ 2,559.52	\$ 0.210	\$ 2,747.72	\$ 0.226
		5,000		2,501.00	0.116	2,851.14	0.132	3,251.30	0.151	3,401.36	0.157	3,651.46	0.169
		10,000		3,080.00	0.057	3,511.20	0.065	4,004.00	0.074	4,188.80	0.078	4,496.80	0.084
		25,000		3,938.00	0.037	4,489.32	0.042	5,119.40	0.048	5,355.68	0.050	5,749.48	0.053
		50,000		4,852.00	0.097	5,531.28	0.111	6,307.60	0.126	6,598.72	0.132	7,083.92	0.142
B	Medical Offices - TI	500	A	\$ 712.00	\$ 0.117	\$ 811.68	\$ 0.133	\$ 925.60	\$ 0.152	\$ 968.32	\$ 0.159	\$ 1,039.52	\$ 0.171
		2,500		946.00	0.088	1,078.44	0.100	1,229.80	0.114	1,286.56	0.119	1,381.16	0.128
		5,000		1,165.00	0.043	1,328.10	0.049	1,514.50	0.056	1,584.40	0.059	1,700.90	0.063
		12,500		1,490.00	0.028	1,698.60	0.032	1,937.00	0.036	2,026.40	0.038	2,175.40	0.040
		25,000		1,836.00	0.073	2,093.04	0.084	2,386.80	0.095	2,496.96	0.100	2,680.56	0.107
E	Shell	100	A	\$ 1,146.00	\$ 0.945	\$ 1,306.44	\$ 1.077	\$ 1,489.80	\$ 1.229	\$ 1,558.56	\$ 1.285	\$ 1,673.16	\$ 1.380
		500		1,524.00	0.706	1,737.36	0.805	1,981.20	0.918	2,072.64	0.960	2,225.04	1.031
		1,000		1,877.00	0.348	2,139.78	0.397	2,440.10	0.452	2,552.72	0.473	2,740.42	0.508
		2,500		2,399.00	0.223	2,734.86	0.254	3,118.70	0.290	3,262.64	0.303	3,502.54	0.325
		5,000		2,956.00	0.591	3,369.84	0.674	3,842.80	0.769	4,020.16	0.804	4,315.76	0.863
E	Educational Building - TI	150	A	\$ 660.00	\$ 0.362	\$ 752.40	\$ 0.412	\$ 858.00	\$ 0.470	\$ 897.60	\$ 0.492	\$ 963.60	\$ 0.528
		750		877.00	0.271	999.78	0.309	1,140.10	0.352	1,192.72	0.368	1,280.42	0.395
		1,500		1,080.00	0.134	1,231.20	0.153	1,404.00	0.174	1,468.80	0.182	1,576.80	0.195
		3,750		1,381.00	0.086	1,574.34	0.098	1,795.30	0.111	1,878.16	0.116	2,016.26	0.125
		7,500		1,702.00	0.227	1,940.28	0.259	2,212.60	0.295	2,314.72	0.309	2,484.92	0.331
F-1	Industrial Building - Shell	500	A	\$ 1,922.00	\$ 0.316	\$ 2,191.08	\$ 0.360	\$ 2,498.60	\$ 0.411	\$ 2,613.92	\$ 0.430	\$ 2,806.12	\$ 0.461
		2,500		2,554.00	0.237	2,911.56	0.270	3,320.20	0.308	3,473.44	0.322	3,728.84	0.346
		5,000		3,146.00	0.117	3,586.44	0.133	4,089.80	0.152	4,278.56	0.159	4,593.16	0.171
		12,500		4,022.00	0.075	4,585.08	0.085	5,228.60	0.097	5,469.92	0.102	5,872.12	0.109
		25,000		4,956.00	0.198	5,649.84	0.226	6,442.80	0.258	6,740.16	0.270	7,235.76	0.289
F-1	Industrial Building - TI	500	A	\$ 591.00	\$ 0.098	\$ 673.74	\$ 0.111	\$ 768.30	\$ 0.127	\$ 803.76	\$ 0.133	\$ 862.86	\$ 0.142
		2,500		786.00	0.073	896.04	0.083	1,021.80	0.095	1,068.96	0.099	1,147.56	0.106
		5,000		968.00	0.036	1,103.52	0.041	1,258.40	0.047	1,316.48	0.049	1,413.28	0.053
		12,500		1,238.00	0.023	1,411.32	0.026	1,609.40	0.030	1,683.68	0.031	1,807.48	0.034
		25,000		1,525.00	0.061	1,738.50	0.070	1,982.50	0.079	2,074.00	0.083	2,226.50	0.089
H	Hazardous H- Complete	500	A	\$ 2,046.00	\$ 0.336	\$ 2,332.44	\$ 0.383	\$ 2,659.80	\$ 0.437	\$ 2,782.56	\$ 0.457	\$ 2,987.16	\$ 0.491
		2,500		2,718.00	0.252	3,098.52	0.287	3,533.40	0.328	3,696.48	0.343	3,968.28	0.368
		5,000		3,348.00	0.124	3,816.72	0.142	4,352.40	0.162	4,553.28	0.169	4,888.08	0.182
		12,500		4,281.00	0.080	4,880.34	0.091	5,565.30	0.103	5,822.16	0.108	6,250.26	0.116
		25,000		5,275.00	0.211	6,013.50	0.241	6,857.50	0.274	7,174.00	0.287	7,701.50	0.308
H	Hazardous H- Shell	500	A	\$ 1,530.00	\$ 0.252	\$ 1,744.20	\$ 0.287	\$ 1,989.00	\$ 0.327	\$ 2,080.80	\$ 0.342	\$ 2,233.80	\$ 0.367
		2,500		2,033.00	0.188	2,317.62	0.215	2,642.90	0.245	2,764.88	0.256	2,968.18	0.275
		5,000		2,504.00	0.093	2,854.56	0.106	3,255.20	0.121	3,405.44	0.127	3,655.84	0.136
		12,500		3,202.00	0.060	3,650.28	0.068	4,162.60	0.077	4,354.72	0.081	4,674.92	0.087
		25,000		3,946.00	0.158	4,498.44	0.180	5,129.80	0.205	5,366.56	0.215	5,761.16	0.230

Building Permit Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
H	Hazardous H- T I	500	A	\$ 999.00	0.164	\$ 1,138.86	0.187	\$ 1,298.70	0.213	\$ 1,358.64	0.223	\$ 1,458.54	0.239
		2,500		1,327.00	0.123	1,512.78	0.140	1,725.10	0.160	1,804.72	0.168	1,937.42	0.180
		5,000		1,635.00	0.061	1,863.90	0.069	2,125.50	0.079	2,223.60	0.083	2,387.10	0.089
		12,500		2,090.00	0.039	2,382.60	0.044	2,717.00	0.050	2,842.40	0.053	3,051.40	0.057
		25,000		2,575.00	0.103	2,935.50	0.117	3,347.50	0.134	3,502.00	0.140	3,759.50	0.150
I-1	Medical/24 Hour Care - Complete	250	A	\$ 2,030.00	0.668	\$ 2,314.20	0.762	\$ 2,639.00	0.868	\$ 2,760.80	0.908	\$ 2,963.80	0.975
		1,250		2,698.00	0.500	3,075.72	0.570	3,507.40	0.650	3,669.28	0.680	3,939.08	0.730
		2,500		3,323.00	0.247	3,788.22	0.282	4,319.90	0.321	4,519.28	0.336	4,851.58	0.361
		6,250		4,249.00	0.158	4,843.86	0.180	5,523.70	0.205	5,778.64	0.215	6,203.54	0.230
		12,500		5,235.00	0.419	5,967.90	0.477	6,805.50	0.544	7,119.60	0.570	7,643.10	0.611
I-1	Medical/24 Hour Care - Shell	250	A	\$ 1,943.00	0.639	\$ 2,215.02	0.728	\$ 2,525.90	0.831	\$ 2,642.48	0.869	\$ 2,836.78	0.933
		1,250		2,582.00	0.479	2,943.48	0.546	3,356.60	0.623	3,511.52	0.652	3,769.72	0.700
		2,500		3,181.00	0.236	3,626.34	0.269	4,135.30	0.307	4,326.16	0.321	4,644.26	0.345
		6,250		4,067.00	0.151	4,636.38	0.172	5,287.10	0.196	5,531.12	0.205	5,937.82	0.221
		12,500		5,011.00	0.401	5,712.54	0.457	6,514.30	0.521	6,814.96	0.545	7,316.06	0.585
I-1	Medical/24Hour Care - TI	250	A	\$ 608.00	0.200	\$ 693.12	0.228	\$ 790.40	0.260	\$ 826.88	0.272	\$ 887.68	0.292
		1,250		808.00	0.150	921.12	0.171	1,050.40	0.196	1,098.88	0.205	1,179.68	0.220
		2,500		996.00	0.074	1,135.44	0.084	1,294.80	0.096	1,354.56	0.100	1,454.16	0.108
		6,250		1,273.00	0.047	1,451.22	0.054	1,654.90	0.061	1,731.28	0.064	1,858.58	0.069
		12,500		1,568.00	0.125	1,787.52	0.143	2,038.40	0.163	2,132.48	0.171	2,289.28	0.183
I-4	Day Care Facility - Complete	250	A	\$ 1,679.00	0.553	\$ 1,914.06	0.630	\$ 2,182.70	0.719	\$ 2,283.44	0.752	\$ 2,451.34	0.807
		1,250		2,232.00	0.414	2,544.48	0.472	2,901.60	0.538	3,035.52	0.562	3,258.72	0.604
		2,500		2,749.00	0.204	3,133.86	0.233	3,573.70	0.266	3,738.64	0.278	4,013.54	0.298
		6,250		3,515.00	0.131	4,007.10	0.149	4,569.50	0.170	4,780.40	0.178	5,131.90	0.191
		12,500		4,331.00	0.346	4,937.34	0.395	5,630.30	0.450	5,890.16	0.471	6,323.26	0.506
I-4	Day Care Facility - TI	100	A	\$ 631.00	0.520	\$ 719.34	0.593	\$ 820.30	0.676	\$ 858.16	0.707	\$ 921.26	0.759
		500		839.00	0.388	956.46	0.442	1,090.70	0.504	1,141.04	0.528	1,224.94	0.566
		1,000		1,033.00	0.192	1,177.62	0.219	1,342.90	0.250	1,404.88	0.261	1,508.18	0.280
		2,500		1,321.00	0.122	1,505.94	0.140	1,717.30	0.159	1,796.56	0.166	1,928.66	0.179
		5,000		1,627.00	0.325	1,854.78	0.371	2,115.10	0.423	2,212.72	0.443	2,375.42	0.475
M	Retail Sales - Complete	1,000	A	\$ 2,111.00	0.174	\$ 2,406.54	0.198	\$ 2,744.30	0.226	\$ 2,870.96	0.236	\$ 3,082.06	0.253
		5,000		2,805.00	0.130	3,197.70	0.148	3,646.50	0.169	3,814.80	0.177	4,095.30	0.190
		10,000		3,455.00	0.064	3,938.70	0.073	4,491.50	0.083	4,698.80	0.087	5,044.30	0.094
		25,000		4,417.00	0.041	5,035.38	0.047	5,742.10	0.053	6,007.12	0.056	6,448.82	0.060
		50,000		5,443.00	0.109	6,205.02	0.124	7,075.90	0.142	7,402.48	0.148	7,946.78	0.159
M	Retail Sales - Shell	1,000	A	\$ 1,807.00	0.149	\$ 2,059.98	0.169	\$ 2,349.10	0.193	\$ 2,457.52	0.202	\$ 2,638.22	0.217
		5,000		2,401.00	0.111	2,737.14	0.127	3,121.30	0.145	3,265.36	0.151	3,505.46	0.162
		10,000		2,957.00	0.055	3,370.98	0.063	3,844.10	0.071	4,021.52	0.075	4,317.22	0.080
		25,000		3,781.00	0.035	4,310.34	0.040	4,915.30	0.046	5,142.16	0.048	5,520.26	0.051
		50,000		4,659.00	0.093	5,311.26	0.106	6,056.70	0.121	6,336.24	0.127	6,802.14	0.136
M	Retail Sales - TI	1,000	A	\$ 625.00	0.051	\$ 712.50	0.058	\$ 812.50	0.067	\$ 850.00	0.070	\$ 912.50	0.075
		5,000		830.00	0.039	946.20	0.044	1,079.00	0.050	1,128.80	0.052	1,211.80	0.056
		10,000		1,023.00	0.019	1,166.22	0.022	1,329.90	0.025	1,391.28	0.026	1,493.58	0.028
		25,000		1,307.00	0.012	1,489.98	0.014	1,699.10	0.016	1,777.52	0.017	1,908.22	0.018
		50,000		1,611.00	0.032	1,836.54	0.037	2,094.30	0.042	2,190.96	0.044	2,352.06	0.047
R-1	Hotel Low/Mid Rise - Complete	2,500	A	\$ 4,768.00	0.157	\$ 5,435.52	0.179	\$ 6,198.40	0.204	\$ 6,484.48	0.213	\$ 6,961.28	0.229
		12,500		6,337.00	0.117	7,224.18	0.134	8,238.10	0.153	8,618.32	0.160	9,252.02	0.171
		25,000		7,805.00	0.058	8,897.70	0.066	10,146.50	0.075	10,614.80	0.079	11,395.30	0.085
		62,500		9,980.00	0.037	11,377.20	0.042	12,974.00	0.048	13,572.80	0.050	14,570.80	0.054
		125,000		12,296.00	0.098	14,017.44	0.112	15,984.80	0.128	16,722.56	0.134	17,952.16	0.144

Building Permit Fee Schedule

New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
R-1	Hotel Low/Mid Rise - Shell	2,500	A	\$ 4,149.00	\$ 0.137	\$ 4,729.86	\$ 0.156	\$ 5,393.70	\$ 0.177	\$ 5,642.64	\$ 0.186	\$ 6,057.54	\$ 0.199
		12,500		5,514.00	0.102	6,285.96	0.117	7,168.20	0.133	7,499.04	0.139	8,050.44	0.149
		25,000		6,792.00	0.050	7,742.88	0.058	8,829.60	0.066	9,237.12	0.069	9,916.32	0.074
		62,500		8,684.00	0.032	9,899.76	0.037	11,289.20	0.042	11,810.24	0.044	12,678.64	0.047
		125,000		10,700.00	0.086	12,198.00	0.098	13,910.00	0.111	14,552.00	0.116	15,622.00	0.125
R-1	Hotel Low/Mid Rise - TI	2,500	A	\$ 2,264.00	\$ 0.075	\$ 2,580.96	\$ 0.085	\$ 2,943.20	\$ 0.097	\$ 3,079.04	\$ 0.101	\$ 3,305.44	\$ 0.109
		12,500		3,009.00	0.056	3,430.26	0.064	3,911.70	0.072	4,092.24	0.076	4,393.14	0.081
		25,000		3,706.00	0.028	4,224.84	0.031	4,817.80	0.036	5,040.16	0.037	5,410.76	0.040
		62,500		4,739.00	0.018	5,402.46	0.020	6,160.70	0.023	6,445.04	0.024	6,918.94	0.026
		125,000		5,839.00	0.047	6,656.46	0.053	7,590.70	0.061	7,941.04	0.064	8,524.94	0.068
R-2	Multi-family Residential - New	1,667	A	\$ 2,832.00	\$ 0.359	\$ 3,228.48	\$ 0.409	\$ 3,681.60	\$ 0.466	\$ 3,851.52	\$ 0.488	\$ 4,134.72	\$ 0.524
		3,333		3,430.00	0.239	3,910.20	0.272	4,459.00	0.310	4,664.80	0.325	5,007.80	0.349
		5,000		3,828.00	0.205	4,363.92	0.234	4,976.40	0.266	5,206.08	0.279	5,588.88	0.299
		8,333		4,511.00	0.130	5,142.54	0.148	5,864.30	0.169	6,134.96	0.177	6,586.06	0.190
		12,500		5,052.00	0.404	5,759.28	0.461	6,567.60	0.525	6,870.72	0.550	7,375.92	0.590
R-2	Multi-Family Residential - Addition	667	A	\$ 1,340.00	\$ 0.425	\$ 1,527.60	\$ 0.484	\$ 1,742.00	\$ 0.552	\$ 1,822.40	\$ 0.577	\$ 1,956.40	\$ 0.620
		1,333		1,623.00	0.282	1,850.22	0.321	2,109.90	0.367	2,207.28	0.384	2,369.58	0.412
		2,000		1,811.00	0.242	2,064.54	0.275	2,354.30	0.314	2,462.96	0.328	2,644.06	0.353
		3,333		2,133.00	0.154	2,431.62	0.176	2,772.90	0.200	2,900.88	0.210	3,114.18	0.225
		5,000		2,390.00	0.478	2,724.60	0.545	3,107.00	0.621	3,250.40	0.650	3,489.40	0.698
R-2	Multi-Family Residential - Alteration	667	A	\$ 1,034.00	\$ 0.329	\$ 1,178.76	\$ 0.374	\$ 1,344.20	\$ 0.427	\$ 1,406.24	\$ 0.447	\$ 1,509.64	\$ 0.480
		1,333		1,253.00	0.218	1,428.42	0.248	1,628.90	0.283	1,704.08	0.296	1,829.38	0.318
		2,000		1,398.00	0.187	1,593.72	0.213	1,817.40	0.243	1,901.28	0.254	2,041.08	0.273
		3,333		1,647.00	0.119	1,877.58	0.135	2,141.10	0.154	2,239.92	0.162	2,404.62	0.173
		5,000		1,845.00	0.369	2,103.30	0.421	2,398.50	0.480	2,509.20	0.502	2,693.70	0.539
R-3	Single-Family (custom or model)	1,000	A	\$ 1,867.00	\$ 0.394	\$ 2,128.38	\$ 0.449	\$ 2,427.10	\$ 0.512	\$ 2,539.12	\$ 0.536	\$ 2,725.82	\$ 0.575
		2,000		2,261.00	0.262	2,577.54	0.299	2,939.30	0.341	3,074.96	0.356	3,301.06	0.383
		3,000		2,523.00	0.225	2,876.22	0.257	3,279.90	0.293	3,431.28	0.306	3,683.58	0.329
		5,000		2,973.00	0.142	3,389.22	0.162	3,864.90	0.185	4,043.28	0.194	4,340.58	0.208
		7,500		3,329.00	0.444	3,795.06	0.506	4,327.70	0.577	4,527.44	0.604	4,860.34	0.648
R-3	Single-Family - Production / Repeat	667	A	\$ 1,256.00	\$ 0.398	\$ 1,431.84	\$ 0.453	\$ 1,632.80	\$ 0.517	\$ 1,708.16	\$ 0.541	\$ 1,833.76	\$ 0.580
		1,333		1,521.00	0.264	1,733.94	0.301	1,977.30	0.343	2,068.56	0.359	2,220.66	0.385
		2,000		1,697.00	0.227	1,934.58	0.259	2,206.10	0.295	2,307.92	0.309	2,477.62	0.332
		3,333		2,000.00	0.144	2,280.00	0.164	2,600.00	0.187	2,720.00	0.196	2,920.00	0.210
		5,000		2,240.00	0.448	2,553.60	0.511	2,912.00	0.582	3,046.40	0.609	3,270.40	0.654
R-3	Single-Family Residential - Addition	250	A	\$ 862.00	\$ 0.701	\$ 982.68	\$ 0.799	\$ 1,120.60	\$ 0.912	\$ 1,172.32	\$ 0.954	\$ 1,258.52	\$ 1.020
		1,000		1,388.00	0.322	1,582.32	0.367	1,804.40	0.419	1,887.68	0.438	2,026.48	0.470
		1,500		1,549.00	0.276	1,765.86	0.315	2,013.70	0.359	2,106.64	0.375	2,261.54	0.403
		2,500		1,825.00	0.175	2,080.50	0.200	2,372.50	0.228	2,482.00	0.238	2,664.50	0.256
		3,750		2,044.00	0.545	2,330.16	0.621	2,657.20	0.709	2,779.84	0.741	2,984.24	0.796
R-3	Single-Family Residential - Alteration	250	A	\$ 691.60	\$ 0.376	\$ 788.88	\$ 0.428	\$ 899.60	\$ 0.488	\$ 941.12	\$ 0.510	\$ 1,010.32	\$ 0.548
		1,000		974.00	0.226	1,110.36	0.258	1,266.20	0.294	1,324.64	0.307	1,422.04	0.330
		1,500		1,087.00	0.194	1,239.18	0.221	1,413.10	0.252	1,478.32	0.264	1,587.02	0.283
		2,500		1,281.00	0.122	1,460.34	0.140	1,665.30	0.159	1,742.16	0.166	1,870.26	0.179
		3,750		1,434.00	0.382	1,634.76	0.436	1,864.20	0.497	1,950.24	0.520	2,093.64	0.558
R-3	Manufactured Home - Complete	667	A	\$ 472.00	\$ 0.150	\$ 538.08	\$ 0.171	\$ 613.60	\$ 0.195	\$ 641.92	\$ 0.204	\$ 689.12	\$ 0.219
		1,333		572.00	0.099	652.08	0.113	743.60	0.129	777.92	0.135	835.12	0.145
		2,000		638.00	0.086	727.32	0.097	829.40	0.111	867.68	0.116	931.48	0.125
		3,333		752.00	0.054	857.28	0.062	977.60	0.070	1,022.72	0.073	1,097.92	0.079
		5,000		842.00	0.168	959.88	0.192	1,094.60	0.219	1,145.12	0.229	1,229.32	0.246

Building Permit Fee Schedule
New Construction, Additions, and Alterations

CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:													
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
R-3	Prefabricated Dwelling - Complete	333	A	\$ 472.00	\$ 0.300	\$ 538.08	\$ 0.342	\$ 613.60	\$ 0.390	\$ 641.92	\$ 0.408	\$ 689.12	\$ 0.438
		667		572.00	0.198	652.08	0.226	743.60	0.257	777.92	0.269	835.12	0.289
		1,000		638.00	0.171	727.32	0.195	829.40	0.222	867.68	0.233	931.48	0.250
		1,667		752.00	0.108	857.28	0.123	977.60	0.140	1,022.72	0.147	1,097.92	0.158
		2,500		842.00	0.337	959.88	0.384	1,094.60	0.438	1,145.12	0.458	1,229.32	0.492
	Modular Building - Complete	250	A	\$ 435.00	\$ 0.144	\$ 495.90	\$ 0.164	\$ 565.50	\$ 0.187	\$ 591.60	\$ 0.196	\$ 635.10	\$ 0.210
		1,250		579.00	0.107	660.06	0.122	752.70	0.139	787.44	0.146	845.34	0.157
		2,500		713.00	0.053	812.82	0.060	926.90	0.069	969.68	0.072	1,040.98	0.077
		6,250		911.00	0.034	1,038.54	0.039	1,184.30	0.044	1,238.96	0.046	1,330.06	0.050
		12,500		1,123.00	0.090	1,280.22	0.102	1,459.90	0.117	1,527.28	0.122	1,639.58	0.131
	Manufactured Building - Fnd	250	A	\$ 235.00	\$ 0.077	\$ 267.90	\$ 0.088	\$ 305.50	\$ 0.100	\$ 319.60	\$ 0.105	\$ 343.10	\$ 0.112
		1,250		312.00	0.058	355.68	0.066	405.60	0.075	424.32	0.078	455.52	0.084
		2,500		384.00	0.029	437.76	0.033	499.20	0.037	522.24	0.039	560.64	0.042
		6,250		491.00	0.018	559.74	0.021	638.30	0.024	667.76	0.025	716.86	0.027
		12,500		605.00	0.048	689.70	0.055	786.50	0.063	822.80	0.066	883.30	0.071
S-1/S-2	Warehouse - Complete	1,000	A	\$ 1,784.00	\$ 0.147	\$ 2,033.76	\$ 0.167	\$ 2,319.20	\$ 0.191	\$ 2,426.24	\$ 0.200	\$ 2,604.64	\$ 0.214
		5,000		2,371.00	0.110	2,702.94	0.125	3,082.30	0.143	3,224.56	0.149	3,461.66	0.160
		10,000		2,920.00	0.054	3,328.80	0.062	3,796.00	0.070	3,971.20	0.074	4,263.20	0.079
		25,000		3,733.00	0.035	4,255.62	0.040	4,852.90	0.045	5,076.88	0.047	5,450.18	0.051
		50,000		4,600.00	0.092	5,244.00	0.105	5,980.00	0.120	6,256.00	0.125	6,716.00	0.134
S-1	Repair Garage & Service St - Complete	500	A	\$ 1,910.00	\$ 0.314	\$ 2,177.40	\$ 0.358	\$ 2,483.00	\$ 0.408	\$ 2,597.60	\$ 0.427	\$ 2,788.60	\$ 0.458
		2,500		2,538.00	0.235	2,893.32	0.268	3,299.40	0.306	3,451.68	0.320	3,705.48	0.343
		5,000		3,126.00	0.116	3,563.64	0.132	4,063.80	0.151	4,251.36	0.158	4,563.96	0.170
		12,500		3,997.00	0.074	4,556.58	0.085	5,196.10	0.097	5,435.92	0.101	5,835.62	0.108
		25,000		4,925.00	0.197	5,614.50	0.225	6,402.50	0.256	6,698.00	0.268	7,190.50	0.288
S-1	Repair Garage & Service St - Shell	500	A	\$ 1,738.00	\$ 0.286	\$ 1,981.32	\$ 0.326	\$ 2,259.40	\$ 0.372	\$ 2,363.68	\$ 0.389	\$ 2,537.48	\$ 0.418
		2,500		2,310.00	0.214	2,633.40	0.244	3,003.00	0.278	3,141.60	0.291	3,372.60	0.312
		5,000		2,845.00	0.106	3,243.30	0.121	3,698.50	0.137	3,869.20	0.144	4,153.70	0.154
		12,500		3,638.00	0.068	4,147.32	0.077	4,729.40	0.088	4,947.68	0.092	5,311.48	0.099
		25,000		4,482.00	0.179	5,109.48	0.204	5,826.60	0.233	6,095.52	0.244	6,543.72	0.262
S-1	Repair Garage & Service St - TI	500	A	\$ 591.00	\$ 0.098	\$ 673.74	\$ 0.111	\$ 768.30	\$ 0.127	\$ 803.76	\$ 0.133	\$ 862.86	\$ 0.142
		2,500		786.00	0.073	896.04	0.083	1,021.80	0.095	1,068.96	0.099	1,147.56	0.106
		5,000		968.00	0.036	1,103.52	0.041	1,258.40	0.047	1,316.48	0.049	1,413.28	0.053
		12,500		1,238.00	0.023	1,411.32	0.026	1,609.40	0.030	1,683.68	0.031	1,807.48	0.034
		25,000		1,525.00	0.061	1,738.50	0.070	1,982.50	0.079	2,074.00	0.083	2,226.50	0.089
S-2	Parking Garage - Complete	1,000	A	\$ 2,932.00	\$ 0.241	\$ 3,342.48	\$ 0.275	\$ 3,811.60	\$ 0.314	\$ 3,987.52	\$ 0.328	\$ 4,280.72	\$ 0.352
		5,000		3,897.00	0.181	4,442.58	0.206	5,066.10	0.235	5,299.92	0.246	5,689.62	0.264
		10,000		4,800.00	0.089	5,472.00	0.102	6,240.00	0.116	6,528.00	0.121	7,008.00	0.130
		25,000		6,137.00	0.057	6,996.18	0.065	7,978.10	0.074	8,346.32	0.078	8,960.02	0.083
		50,000		7,562.00	0.151	8,620.68	0.172	9,830.60	0.197	10,284.32	0.206	11,040.52	0.221
S-2	Commercial Carport	250	A	\$ 492.00	\$ 0.162	\$ 560.88	\$ 0.185	\$ 639.60	\$ 0.211	\$ 669.12	\$ 0.220	\$ 718.32	\$ 0.237
		1,250		654.00	0.122	745.56	0.139	850.20	0.158	889.44	0.165	954.84	0.178
		2,500		806.00	0.060	918.84	0.068	1,047.80	0.078	1,096.16	0.081	1,176.76	0.087
		6,250		1,030.00	0.038	1,174.20	0.044	1,339.00	0.050	1,400.80	0.052	1,503.80	0.056
		12,500		1,270.00	0.102	1,447.80	0.116	1,651.00	0.132	1,727.20	0.138	1,854.20	0.148
U	Accessory Building - Commercial	100	A	\$ 515.00	\$ 0.425	\$ 587.10	\$ 0.485	\$ 669.50	\$ 0.553	\$ 700.40	\$ 0.578	\$ 751.90	\$ 0.621
		500		685.00	0.316	780.90	0.360	890.50	0.411	931.60	0.430	1,000.10	0.461
		1,000		843.00	0.157	961.02	0.179	1,095.90	0.204	1,146.48	0.213	1,230.78	0.229
		2,500		1,078.00	0.100	1,228.92	0.114	1,401.40	0.131	1,466.08	0.137	1,573.88	0.147
		5,000		1,329.00	0.266	1,515.06	0.303	1,727.70	0.346	1,807.44	0.361	1,940.34	0.388

Building Permit Fee Schedule
New Construction, Additions, and Alterations

				CONSTRUCTION TYPE & RATIO OF REQUIRED EFFORT:									
				V-A / V-B		III-A / III-B		IV		II-A / II-B		I-A / I-B	
				Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:		Relative Effort Factor:	
				1.00		1.14		1.30		1.36		1.46	
ICC Use Type	Occupancy	Size Basis (square feet)	Type of Construction Category	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF	Base Cost	Each Additional SF
		167		\$ 409.00	\$ 0.516	\$ 466.26	\$ 0.588	\$ 531.70	\$ 0.671	\$ 556.24	\$ 0.702	\$ 597.14	\$ 0.753
		333		495.00	0.348	564.30	0.397	643.50	0.452	673.20	0.473	722.70	0.508
U	Accessory Building - Residential	500	A	553.00	0.294	630.42	0.335	718.90	0.382	752.08	0.400	807.38	0.429
	Such as pool houses, recreation rooms, art studios and sheds	833		651.00	0.187	742.14	0.213	846.30	0.243	885.36	0.255	950.46	0.273
		1,250		729.00	0.583	831.06	0.665	947.70	0.758	991.44	0.793	1,064.34	0.851
		167		\$ 572.00	\$ 0.726	\$ 652.08	\$ 0.828	\$ 743.60	\$ 0.944	\$ 777.92	\$ 0.987	\$ 835.12	\$ 1.060
		333		693.00	0.486	790.02	0.554	900.90	0.632	942.48	0.661	1,011.78	0.710
U	Residential Garage	500	A	774.00	0.411	882.36	0.469	1,006.20	0.534	1,052.64	0.559	1,130.04	0.600
		833		911.00	0.264	1,038.54	0.301	1,184.30	0.343	1,238.96	0.359	1,330.06	0.385
		1,250		1,021.00	0.817	1,163.94	0.931	1,327.30	1.062	1,388.56	1.111	1,490.66	1.193
		167		\$ 284.00	\$ 0.360	\$ 323.76	\$ 0.410	\$ 369.20	\$ 0.468	\$ 386.24	\$ 0.490	\$ 414.64	\$ 0.526
		333		344.00	0.240	392.16	0.274	447.20	0.312	467.84	0.326	502.24	0.350
U	Residential Carport	500	A	384.00	0.204	437.76	0.233	499.20	0.265	522.24	0.277	560.64	0.298
		833		452.00	0.132	515.28	0.150	587.60	0.172	614.72	0.180	659.92	0.193
		1,250		507.00	0.406	577.98	0.462	659.10	0.527	689.52	0.552	740.22	0.592
		333		\$ 284.00	\$ 0.180	\$ 323.76	\$ 0.205	\$ 369.20	\$ 0.234	\$ 386.24	\$ 0.245	\$ 414.64	\$ 0.263
		667		344.00	0.120	392.16	0.137	447.20	0.156	467.84	0.163	502.24	0.175
	Residential Patio Cover	1,000	A	384.00	0.102	437.76	0.116	499.20	0.133	522.24	0.139	560.64	0.149
		1,667		452.00	0.066	515.28	0.075	587.60	0.086	614.72	0.090	659.92	0.096
		2,500		507.00	0.203	577.98	0.231	659.10	0.264	689.52	0.276	740.22	0.296
		333		\$ 409.00	\$ 0.258	\$ 466.26	\$ 0.294	\$ 531.70	\$ 0.335	\$ 556.24	\$ 0.351	\$ 597.14	\$ 0.377
		667		495.00	0.174	564.30	0.198	643.50	0.226	673.20	0.237	722.70	0.254
R-3	Residential Patio Enclosure	1,000	A	553.00	0.147	630.42	0.168	718.90	0.191	752.08	0.200	807.38	0.215
		1,667		651.00	0.094	742.14	0.107	846.30	0.122	885.36	0.127	950.46	0.137
		2,500		729.00	0.292	831.06	0.332	947.70	0.379	991.44	0.397	1,064.34	0.426

COMMUNITY DEVELOPMENT - BUILDING

Mechanical Plan Check and Permit Fees

ADMINISTRATIVE

Fee Amount

Permit Issuance	\$ 60
Supplemental Permit Issuance	279
Stand Alone Mechanical Plan Check (hourly rate)	155
Mechanical Inspections (per hour)	157

MECHANICAL PERMIT FEES

Plan Check Inspection

Heating

FAU - Residential - Install new, relocate, or replace including ducts and vents up to and including 100,000 BTU (each)	38	107
FAU - Residential - Install new, relocate, or replace including attaching existing ducts and vents over 100,000 BTU (each)	38	107
FAU - Non-Residential - Install new, relocate, or replace including ducts and vents up to and including 100,000 BTU (each)	101	140
FAU - Non-Residential - Replace, including attaching existing ducts and vents over 100,000 BTU (each)	76	140
Wall or Floor Heater - Install new or relocate, including vents up to and including 100,000 BTU (each)	62	93
Wall or Floor Heater - Replace existing, including attaching existing vents over 100,000 BTU (each)	38	93
Suspended Heater - Install new, relocate, or replace including vents up to and including 100,000 BTU (each)	101	93
Suspended Heater - Install new, relocate, or replace including vents over 100,000 BTU (each)	76	93
Appliance Vent - Install or replace vent not included in an appliance permit (each)	62	71
Ducts - Install new or replace existing ducts not included in an appliance permit	50	71
Repair / Alteration / Addition to each heating appliance or each heating system including the installation of controls regulated by this code.	62	71

COMMUNITY DEVELOPMENT - BUILDING

Mechanical Plan Check and Permit Fees

Cooling

New Air conditioner to 5 tons condenser and coils (each)	\$ 76	\$ 71
Air-handling unit, new - up to 10,000 CFM, including attached ducts (each)	115	167
Air-handling unit, new - over 10,000 CFM, including attached ducts (each)	140	204
Evaporative cooler, new - other than portable type (each)	115	128
Appliance Vent - Install or replace vent not included in an appliance permit (each)	62	71
Ducts - Install new or replace existing ducts not included in an appliance permit	50	71
Repair / Alteration / Addition to each refrigeration unit, cooling unit, absorption unit, or each cooling, absorption, or evaporative cooling system, including the installation of controls regulated by this code.	62	71

Boilers and Compressors

Install/Relocate boiler or compressor, up to and including 3HP, or each absorption system up to and including 100,000 Btu/h (each)	62	71
Install/Relocate each boiler or compressor, over 3HP and up to and including 15 HP, or each absorption system over 100,000 Btu/h and up to and including 500,000 Btu/h (each)	87	116
Install/Relocate each boiler or compressor, over 15 HP and up to and including 30 HP, or each absorption system over 500,000 Btu/h and up to and including 1,000,000 Btu/h (each)	115	116
Install/Relocate each boiler or compressor, over 30 HP and up to and including 50 HP, or each absorption system over 1,000,000 Btu/h and up to and including 1,750,000 Btu/h (each)	115	141
Install/Relocate each boiler or compressor, over 50 HP, or each absorption system over 1,750,000 Btu/h (each)	140	204

COMMUNITY DEVELOPMENT - BUILDING

Mechanical Plan Check and Permit Fees

Hoods & Ventilation Fans

Ventilation fan, new - connected to a single duct (each)	\$ 62	\$ 71
Hood, served by mechanical exhaust - Installation, including ducts (each)	112	140
Each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	-0-	128

Miscellaneous

Incinerator, commercial or industrial type - Install or Relocate (each)	112	226
Domestic Type Incinerator - Install or Relocate (each)	112	108
Appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code (each)	142	128

COMMUNITY DEVELOPMENT - BUILDING

Electrical Plan Check and Permit Fees

ADMINISTRATIVE

	Fee Amount
Permit Issuance	\$ 60
Supplemental Permit Issuance	279
Stand Alone Electrical Plan Check (hourly rate)	155
Electrical Inspections (per hour)	157

ELECTRICAL PERMIT FEES

Plan Check Inspection

Systems

Re-wiring of a Single/Multifamily residential homes (Gas heated)	\$0.02/sq. ft.	\$0.10/ sq.ft.
Re-wiring of a Single/Multifamily residential homes (electric heated)	\$0.035/sq. ft.	\$0.10/ sq.ft.
New Electrical Components to Existing Private Residential Swimming Pool	\$ 76	\$ 171

Services

Services of 600 volts or less and not over 200 amperes in rating (each)	38	71
Services of 600 volts or less and over 200 amperes to 1000 amperes in rating (each)	115	71
Services over 600 volts or over 1000 amperes in rating (each)	115	132
Sub-Panels (each)	76	71
Temporary Service power pole or pedestal		71

Conduits, Conductors, Switches, Outlets, and Fixed

Lighting

Conduit/Wiring	38	71
Bus way: Trolley and plug-in-type bus ways - each 100 feet or fraction thereof	12	71
Receptacle, Switch, and Lighting Outlets - First 20 (or portion thereof)	76	71
Each Additional 10 (or portion thereof)	12	12
Lighting Fixtures, sockets, or other lamp-holding devices - First 10	101	71
Each additional 10 (or portion thereof)	12	24
Pole or platform-mounted lighting fixtures (each)	101	104
Theatrical-type lighting fixtures or assemblies (each)	138	129
Appliances: Hard wired Residential appliances and self-contained factory-wired, nonresidential appliances not included in Power Apparatus Schedule. (each)	38	71
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth	66	80

COMMUNITY DEVELOPMENT - BUILDING

Electrical Plan Check and Permit Fees

Power Apparatus

Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus, as follows:

Rating in horsepower (HP), kilowatts (KW), or kilovolt-amperes (KVA), or kilovolt-amperes-reactive (KVAR):

Up to and including 1 (each)	\$	62	\$	83
Over 1 and not over 10 (each)		76		71
Over 10 and not over 50 (each)		89		71
Over 50 and not over 100 (each)		115		80
Over 100 (each)		154		80

Note #1: For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.

Note #2: These fees include all switches, circuit breakers, contactors, thermostats, relays, and other directly related control equipment.

Signs, Outline Lighting, and Marquees

Signs, Outline Lighting, or Marquees supplied from one branch circuit (each)	62	71
Additional branch circuits within the same sign, outline lighting system, or marquee (each)	12	71

Outdoor Events

Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays, and attractions.

Each electric generator and electrically-driven rides	87	117
Mechanically-driven rides and walk-through attractions or displays having electric lighting (each)	115	117
Each system of area and booth lighting	50	104
Temporary distribution system and temporary lighting and receptacle outlets for non-construction related activities	50	83

Note #3: For permanently installed rides, booths, displays, and attractions, use the **Conduits, Conductors, Switches, Outlets, and Fixed Lighting** schedule.

COMMUNITY DEVELOPMENT - BUILDING

Plumbing Plan Check and Permit Fees

ADMINISTRATIVE

	Fee Amount
Permit Issuance	\$ 60
Supplemental Permit Issuance	279
Stand Alone Plumbing Plan Check (hourly rate)	155
Plumbing Inspections (per hour)	157

PLUMBING PERMIT FEES

	<u>Plan Check</u>	<u>Inspection</u>
Water piping - Installation, alteration, or repair (each)	62	167
Building sewer (each)	38	71
Drainage or Vent piping - repair or alteration (each fixture)	38	71
Rainwater systems (per drain) - inside building	76	69

Gas

Gas piping - up to and including 4 outlets	50	92
Gas piping - Over 4 outlets (for each additional outlet)	50	54

Water Heaters

Water Heater and/or vent (each)	38	69
Solar Water Heater	-0-	-0-

Traps and Interceptors

Industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps (each)	62	167
Trap - including water, drainage piping, and backflow protection thereof (each)	62	71

Back Flow Preventers

Backflow/Atmospheric-type vacuum breaker devices, up to and including 2 inches, not included in other fee services - each 4 units	38	71
Backflow/Atmospheric-type vacuum breaker devices, over 2 inches, not included in other fee services - each 4 units	38	71
Lawn sprinkler system - including backflow protection devices (each system)	38	71

Pool, Spas, and Hot Tubs

Pool/Spa/Hot Tub Circulation Piping - Single Family Residential	38	80
Pool/Spa/Hot Tub Circulation Piping - Non-Single Family Residential	38	80



Date: November 18, 2014

To: Menlo Park City Council

From: Thomas Stanwood, Parks and Recreation Commission Member
Kristin Cox, Parks and Recreation Commission Chair

Re: Quarterly Report to City Council on 2-Year Work Plan

Update on current work plan goals for 2014-2016

1. Research and evaluate the social services and recreation opportunities in the Belle Haven neighborhood in support of the Belle Haven Visioning and Neighborhood Action Plan resulting in diverse, high quality programs meeting the needs of neighborhood residents. Ongoing to January 1, 2016.
 - The Commission received a presentation on the Belle Haven Neighborhood Action Plan update that was presented to the Council in August. Commission feedback includes:
 - a. The Commission feels that Belle Haven has been given a voice and agree that although there has been much progress there is still much work to be done.
 - b. A dialogue is recommended with neighboring businesses and corporations in supporting neighborhood economically through jobs, trainings, internships and mentorships. The Commission would also like to see an Action Team formed to address this area of concern.
 - c. The City should require developers to support the neighborhood through trade-offs that would enhance and improve the neighborhood as a condition for their development approval.
2. Research and evaluate opportunities to support and increase arts program offerings for the community resulting in residents having a greater exposure to the arts and improved partnerships with new and existing arts groups and venues. Ongoing to January 1, 2016.
 - The Commission formed an Arts Sub-Committee that will review the Commission's charter and consider proposals to include the Arts in their purview and include in its name. Commissioners agree that a change in their charter may be pre-mature at this time but may be considered as the Sub-Committee works on their work plan goal. Other areas the committee will explore include research of other City-sponsored Arts Commissions on the peninsula and their scope of work, gathering information and

identify locations in the City for potential public arts and research potential sources of funding for a public art program.

3. Study and evaluate City operated parks to ensure their short and long term vitality resulting in park structures and flora being properly maintained; parks being utilized by the community with greater frequency; and ensuring a proper balance of park usage and long term conservation. Ongoing to January 1, 2016.
 - The Commission formed a Bedwell-Bayfront Sub-committee comprised of three commissioners and members of the Friends of Bedwell-Bayfront Park.
 - Commissioners met with the Friends of Bedwell-Bayfront Park and developed a wish list for park improvements, as well as began working on a rough draft proposal in addressing the park's short and long term needs. This proposal may include a recommendation for the development of a park master plan to ensure its long term sustainability.
 - The Commission toured three parks in Menlo Park which included Nealon, Jack Lyle and Willow Oaks. During the tour commissioners discussed several topics concerning usage, amenities and maintenance.
 - a. Nealon Park – Commissioners expressed concerns regarding the dual use of the Nealon Softball Field which includes sports field users and dog park users. In their discussion, commissioners explored other potential areas for a dog park one of which was relocating within Nealon Park itself. Commissioners were concerned about the field condition and issues the park has with drainage and irrigation.
 - b. Jack Lyle Park – Commissioners identified the need for permanent restrooms at the park not only for field user groups but for the casual user of the park, particularly families with children. The Commission expressed concern for hygiene in using portable toilets. The Commission is supportive of a broad community engagement process that includes field users, nearby residents, and area-wide residents that may frequent the park.
 - c. Willow Oaks Park – Commissioners identified the need for permanent restroom facilities for the similar reasons as Jack Lyle Park and would be supportive of a broad community engagement process. Commissioners expressed concern over irrigation and drainage issues at the park as well as overall field maintenance to accommodate a variety of field users from Pre-K to Adult.
 - The Commission received a presentation from the Public Works Department regarding the Fremont Park Pine Tree Removal and Replacement and/or Reuse Options.
 - a. The Commission recommends an improved notification process to area residents for similar issues in the future. The Commission fielded a number of resident concerns and would like to be kept informed as early as possible to have the information or direct residents to the appropriate resources.
 - b. The Commission is supportive of looking at multiple uses for the tree which may include repurposing parts of the tree for amenities as the park and also harvesting

pieces to make into furniture that could be auctioned to generate funds for a tree replacement.

Other areas and issues addressed by the Commission:

- The Commission received a staff report and presentation concerning Non-Resident Fee Policy and Resident Priority Registration. The subject was discussed, feedback provided to staff and the information will be presented to City Council.

DRAFT

Memo

To: Parks and Recreation Commission
From: Derek Schweigart, Community Services Manager
Date: October 22, 2014
Re: Director's Update and Announcements for October 2014

1. Special Events

The Community Services Department has teamed up with Guggenheim Entertainment to bring an interactive fun-filled evening to the Menlo-Atherton Performing Arts and will host a Ghostbusters (1984) - Quote-along! Participants are encouraged to come dressed in costume as they act-along and quote-along to our favorite ghost removal service movie on Tuesday, October 28th, 2014 from 6:30-8:30 p.m. The Ghostbusters Quote-along event is part of Cinemenlo, an indoor community movie series.

The Department will also host its Annual Halloween Hoopla on Saturday, October 25, 2014. Participants are welcome to come in costume and participate in the annual parade through downtown Menlo Park to Fremont Park starting at 11:45 a.m. Led by a band comprised of music students from La Entrada and Hillview Middle Schools, the parade will start in the Maloney Street parking lot off Santa Cruz Avenue. After the parade, from 12:30-3:00 p.m., kids are welcome to trick-or-treat to local downtown merchants. Cheeky Monkey Toys, our local toy shop, will be sponsoring the craft area at Fremont Park where live entertainment will be provided along with our famous giant pumpkin guess.

Similarly, the Department will be sponsoring the Annual Halloween Spooky Carnival on Wednesday, October 29, 2014 from 4:00-6:00 p.m. at the Onetta Harris Community Center. During the event there will be another of activities taking place including fun and exciting carnival games, chocolate eyeball guess, face painting, costume contest and DJ Rudy Martinez will be playing some fund and lively party music.

2. Gymnastics

As Halloween approaches, the Preschool Gymnastics Program is planning to host its first ever Halloween Spooktacular Theme Week to celebrate. For the week the staff will change out some of the gross motor and eye-hand motor development manipulatives for some fun Halloween themed activities

instead. Other activities planned include an eyeball on a spoon race, pumpkin bowling, spider ring toss, skeleton punching balls to kick while swinging on the bars and a spider hoop maze to crawl through just to mention a few. Participants and staff will come dressed in their favorite costumes.

The Developmental Program is going strong and our team is expanding. On October 11-12, 2014, the Girls Team competed at Gymtowne Gymnastics in South San Francisco. The Level 3 team took 3rd place, the Level 4 team captured 3rd place and the Level 5 team took 2nd place in their respective groups. Sophia Simon captured 1st place All Around in Level 5, Corrine Dekshenieks took 3rd place All Around in Level 4, Ava Thompson, Gabriela Kogler and Abby Kessler took 1st, 2nd and 3rd place respectfully in Level 3. The teams are getting a good start on the competitive season!

3. Adult Sports

Our long-time Volleyball instructor Malcolm Taylor retired at the end of the summer session. Taylor's departure has left a void in our Tuesday and Thursday Arrillaga Family Gymnasium schedule but the staff moved quickly to fill program these prime time slots with an Adult Volleyball Drop-In program. The program has seen immediate success with 21 participants in the 2nd week with a request for additional court space. In the winter and spring sessions, the AFG will host two local volleyball clubs, Palo Alto Elite and Palo Alto Platinum. These clubs have been renting space at the gym and are thankful for the ability to expand their offerings as demand for girls club volleyball continues to grow.

4. Menlo Park Grant for Theater Camps (MPGTC)

The City of Menlo Park has recently launched the Menlo Park Grant for Theater Camps (MPGTC). The MPGTC is designed for organizations and local community groups interested in hosting summer theater camps in a professional-grade theater within the Menlo Park community for summer 2015. One to three organizations and local community groups will be awarded with \$3,000-\$5,000 toward a 4-5 week camp including but not limited to: theater arts, musicals, ballet, dance, music, etc. The grants will provide theater groups the opportunity to conduct their programs in a state-of-the-art theater facility while helping to increase the usage of the Menlo PAC and use more of the City's allocated days.

5. Belle Haven Neighborhood Community Garden

On October 7, 2014, the City Council approved the lease agreement with the Menlo Park Rotary for the construction, maintenance and operation of a community garden in the Belle Haven neighborhood. The agreement is for three years with options for 1 year renewals thereafter. Demolition and site cleaning is scheduled in the coming weeks with construction of the garden beds to commence in November. The Rotary is currently recruiting resident volunteers to assist in construction and taking applications for those Belle Haven residents interested in reserving a garden bed.