

**CITY OF SOUTH SAN FRANCISCO**  
**FISCAL YEAR 2021-2022**  
**ADOPTED MASTER FEE SCHEDULE**



***Members of the City Council***

**Mark Addiego**  
*Mayor*

**Mark Nagales**  
*Vice Mayor*

**James Coleman**

**Eddie Flores**

**Flor Nicolas**

***City Officials***

**Mike Futrell**  
*City Manager*

**Rosa Acosta**  
*City Clerk*

**Sky Woodruff**  
*City Attorney*

**Frank Risso**  
*City Treasurer*

CITY CLERK				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Agendas, Transcripts, Administrative Codes</b>				
CC1	Agendas: City Council	Annually	[6]	\$ 43
CC2	Successor Agency	Annually		\$ 38
CC3	Oversight Board or any other legislative body	Annually		\$ 38
CC4	Transcripts			
	Folio Rate		[7]	Actual Cost
	Additional Copies	Per Page	[7]	\$ 0.10
<b>Subpoena Processing Fees</b>				
CC5	Complying with each subpoena and delivering records to attorney, attorney's representative, or deposition officer	Per Hr/Per Person	[1]	\$ 16
CC6	Clerical costs incurred in locating and making records available	Per Hr/Per Person	[4]	\$ 27
CC7	Standard reproduction of documents 8 1/2 x 14 inches or less	Per Page	[5,7]	\$ 0.10
CC8	Standard reproduction of larger size documents	Per Page	[7]	\$ 0.20
CC9	Daily cost for a non-public safety employee required to remain in attendance pursuant to a subpoena	Per Day	[8]	\$ 161
CC10	Daily cost for a public safety employee required to remain in attendance pursuant to a subpoena	Per Day	[8]	\$ 275
	Police - Sworn	Per Day	[8]	\$ 275
	Fire	Per Day	[8]	\$ 275
CC11	Daily cost for a custodian of records to appear to describe records	Per Day	[8]	\$ 161
CC12	Daily cost for public safety custodian of records to appear to describe records	Per Day		\$ 297
	Police - Sworn	Per Day	[8]	\$ 297
	Fire	Per Day	[8]	\$ 297
<b>Other Fees</b>				
CC13	Campaign Disclosure Statements (FPCC)	Per Page	[9]	\$ 0.10
CC14	Candidate Statements	Deposit	[2]	\$ 1,056
CC15	Candidates Election Manual <i>(for non-candidates, persons who fail to file nomination papers, or withdraw candidacy)</i>	Flat	[7]	No Charge
CC16	Duplication of Videotapes onto DVDs/CDs	Flat		\$ 58
CC17	Preparing Proof of Residence Letters or Notarizing Proof of Living Documents	Flat		\$ 9
CC18	Postage	Flat		Actual Cost
CC19	Duplication of Council meeting audio file to CD	Per CD		\$ 20
CC20	Copy of CD/DVD			
	External file	Per CD		\$ 13
	Non-existing file	Per CD		\$ 20
	City Clerk Meeting	Per CD		\$ 29
<b>City-Wide Reproduction of Printed Matter</b>				
CC21	Blueprinting:			
	Blue Line copies	Per s.f.	[7]	Actual Cost
	Sepia Line copies (\$4 minimum)	Per s.f.	[7]	Actual Cost

<b>CITY CLERK</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
CC22	Photocopying of all items not otherwise listed in this Master Fee Schedule	Per Page	[3,5,7]	\$ 0.10
CC24	Published materials for which there is a stated cost.	Flat	[7]	Actual Cost
CC25	Hourly Rate:			
	City Clerk			\$ 115
	<b>[Notes]</b>			
	[1],[2],[3] Sourced from client provided PDF "FY 16-17			
	[4] This fee does not include charges for time spent by City staff gathering City records under the Public Records Act. Rather, it charges for time spent compiling and gathering data and putting it into another format requested by a member of the public, which is not covered under the Public Records Act. Note that requests for analysis or compilation of City data are discretionary requests, and are dependent on staff availability and time constraints.			
	[5] Per Public Records Act (\$ .10 per page). Ten cents (\$0.10) per page for standard			
	[6] Agendas that are emailed have no charge.			
	[7] Placeholder for Master Fee Schedule (MFS); not included in cost analysis			
	[8] Maximum daily cost.			
	[9] Set by Government Code 81008 at \$0.10 per page			
<b>CITY MANAGER</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
CM1	Film Permit	Per Permit	[1]	\$ 584
	<b>[Notes]</b>			
	[1] Sourced from client provided PDF "FY 16-17 Master Fee Schedule"			

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- PLANNING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Planning Division</b>				
<i>Public Hearing Cases</i>				
PL1	Planned Unit Development	Deposit	[5]	\$ 10,041
PL2	Precise Plan	Deposit	[5]	\$ 10,041
PL3	Precise Plan Modification (Residential Only)	Deposit	[5]	\$ 6,519
PL4	Conditional Use Permit:			
	Residential or Civic Use	Per Application	[5]	\$ 3,530
	All Others	Per Application	[5]	\$ 4,578
PL5	Conditional Use Permit Modification	Flat	[1,5]	\$ 2,380
PL6	Temporary Use Permit	Per Permit	[5]	\$ 1,680
PL7	Minor Use Permit			
	Residential	Per Permit	[5]	\$ 1,938
	All Others	Per Permit		\$ 1,760
	Small Cell			
PL7A	Master Licensing Agreement (MLA) Deposit	Deposit		\$ 4,223
	<i>for City-owned poles or structures</i>			
	Use Permit	Deposit		\$ 4,434
	<i>For privately-owned poles or structures</i>			
	Administrative Deposit	per pole		\$ 1,003
	Attachment Fee / Annual Rent	per pole		\$ 1,584
PL8	Zoning Amendment (Text)	Deposit		\$ 8,798
PL9	Rezoning Map	Deposit		\$ 8,798
PL10	Site Clearance/Zoning Verification	Per Verification		\$ 176
PL11	Specific Plan	Deposit	[5]	\$ 21,495
PL12	Variance	For each variance		\$ 4,398
PL13	General Plan Amendments	Deposit	[5]	\$ 10,038
PL14	Master Plan	Deposit	[5]	\$ 21,316

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- PLANNING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Planning Division</b>				
PL15	Development Agreement	Deposit	[5]	\$ 18,790
PL16	Appeal of the Planning Commission's Decision to the City Council by:			
	Applicant	Flat		\$ 1,760
	Adjacent Property Owner	Flat		\$ 879
	City Resident	Flat		\$ 1,760
	Homeowners Association	Flat		\$ 1,760
	All Others	Flat		\$ 1,760
PL17	Appeal of the Chief Planner's decision to the Planning Commission by any party	Per Appeal		\$ 879
PL18	Time Extension-Non-Conforming Use	Per Extension		\$ 879
PL19	Time Extension for a Use Permit, Planned Unit Development Permit, Non-Conforming Status Permit, and for all Other Permits and Maps	Per Extension		\$ 879
PL20	Transportation Demand Management Plan:			
	Initial Filing Fee	Deposit		\$ 1,232
	Annual Monitoring (plus survey cost)	Deposit		\$ 1,760
	Tri-annual	Deposit	[2]	\$ 1,760
PL21	Modifications & Waivers			
	Minor (Staff Review)	Flat		\$ 264
	Major (Planning Commission Review)	Deposit		\$ 1,760
PL22	Design Review - Signs:			
	Type A (up to 25 sq.ft.)	Per Application		\$ 176
	Type B (up to 100 sq.ft.)	Per Application		\$ 879
	Type C / Master Sign	Per Application		\$ 1,760
PL23	Design Review - Single Family Residential/New or Additions to 2 or 3 Units	Per Application	[5]	\$ 1,236
PL24	Design Review - Multi-Family Residential / Subdivisions 4 or More Units/ Modifications / Additions to 4 or More Units	Per Application	[5]	\$ 2,204
PL25	Design Review - Commercial and Industrial	Per Application	[5]	\$ 2,651
PL26	Design Review - Projects Requiring Planning Commission Approval	Deposit	[5]	\$ 2,513
PL27	Design Review - Resubmitted (after 2 reviews by Design Review Board)	Flat	[5]	\$ 2,559
PL28	Environmental Document Fees - Categorical Exemption	Flat		\$ 176
PL29	Environmental Document Fees - Initial Study, Negative Declaration, Mitigated Negative Declaration and other Contract Planning Studies	Deposit	[2]	\$ 5,279
PL30	Environmental Document Fees - Environmental Impact Report (EIR)	Deposit	[3]	\$ 10,556
PL31	Subdivisions - Tentative Subdivision Map	Flat		\$ 879

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- PLANNING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
PL32	Subdivisions - Tentative Parcel Map	Flat		\$ 176
PL33	Documents, Maps and Plans - Reproduction of Documents and Maps	Per Page		Refer to City Clerk Fee Schedule
<i>Miscellaneous Fees</i>				
PL34	Minor Changes to Approved Permit	Flat		\$ 176
PL35	Database Maintenance Fee	Per Building Permit	[4]	\$ 28
PL36	Inspection Fees: Additional visits	Per Inspection Per Application		\$ 352
PL37	Certificate of Alteration	Each		\$ 1,760
PL38	General Plan Maintenance Fee		[4]	0.16% of Building Permit valuation > \$100K
PL39	Cultural Arts Contribution/Unit Landscaping Cost	Per sq. ft.	[4]	\$ 8
PL40	City Attorney Cost Recovery Fee	Deposit	[4]	Actual Cost*
	*Actual cost with \$2,000 deposit; \$5,000 deposit for projects requiring Environmental Impact Reports, Development Agreements, Specific Plan, Precise Plan and/or GPA (Initial Deposit - any additional costs are required to be reimbursed by the applicant) [June 22, 2011; R 85 -2011]			
PL41	Economic & Community Development Parking Exemption	Each		\$ 1,760
PL42	Economic & Community Development Parking District Annexation Fee	Deposit		\$ 8,798
PL43	Legal Notices, other than Zoning or General Plan Amendments	Deposit		\$ 528
PL44	Legal Notices for Zoning and General Plan Amendments	Deposit		\$ 528
PL45	Duplication of Planning Commission Meeting	Per Copy		Refer to City Clerk Fee Schedule
PL46	Zoning Verification Letter	Flat		\$ 879
PL47	Zoning Administrator Decision	Flat		\$ 879
PL48	Certificate of Convenience and Necessity (taxi)	Flat		\$ 176
PL49	Sidewalk Dining Permit (Annual)	Flat		\$ 528
PL50	Hourly Rate - Planning	Flat		\$ 176
PL51	Single Family Residential (New or Remodel)	Each		\$ 606
PL52	Multi-Family / Commercial / Industrial (New or Tenant Improvement)	Percentage of Building Permit Fee		5%
PL53	Construction Coordination for Active Building Permits	Percentage of Building Permit Fee		3%
PL54	<i>Credit Card Transaction fees</i>	Per Transaction		2.2% of the amount

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- PLANNING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
	<b>[Notes]</b>			
[1]	The greater of 1/2 the Conditional Use Permit fee or \$400 for each			
[2]	Consultant costs, plus 15% or \$500, whichever is greater.			
[3]	Consultant costs, plus 15% or \$1,000, whichever is greater.			
[4]	Placeholder for Master Fee Schedule (MFS); not included in cost			
[5]	Includes support costs from other departments (PW-Eng, Fire and Police)			

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- HOUSING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
	<b>Development Application Including Affordable Housing</b>			
H1	Application (review BMR Plan)	Each		\$ 514
H2	Agreement Preparation	Each		\$ 579
H3	Agreement Preparation - with waiver or Modification	Each		\$ 966
	<b>Initial Sale of For-Sale BMR Units</b>			
H3	Less than 10 BMR units	Each		\$ 282
H4	10-50 BMR units	Each		\$ 334
H5	More than 50 BMR units	Each		\$ 462
H6	Consultant Costs	Each		Actual Cost
	<b>Initial Lease Up of Rental BMR Units</b>			
H7	Less than 10 BMR units	Each		\$ 282
H8	10-50 BMR units	Each		\$ 334
H9	More than 50 BMR units	Each		\$ 462
H10	Non-profit, fully-affordable project	Each		\$ 128
H11	Consultant Costs	Each		Actual Cost
	<b>BMR Monitoring</b>			
H12	Condos (per unit)	Each		\$ 51
H13	Rentals (per development)	Per Development		\$ 166
	<b>Refinance and/or Subordination of Agreement or Loan</b>			
H14	Single Family or Condo	Each		\$ 322
H15	Multi-Family	Each		\$ 733
H16	Payoff Demand	Each		\$ 51
H17	Resale Administration - Single Family / Condo	Each		\$ 1,628
	<b>Real Estate Transactions</b>			
H18	Initial Consideration for Purchase Offers	Each		\$ 847
	<b>Tax Equity and Fiscal Responsibility</b>			
H19	TEFRA Hearing	Each		\$ 1,252

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- BUILDING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Building Inspection Division</b>				
<b>Inspections and Re-inspections</b>				
<b>Building, Plumbing, Electrical, and Mechanical for Residential and Commercial</b>				
<b>BL1</b>	Inspections or Re-inspections Outside Normal Business Hours	Per Hour		\$ 114
<b>BL2</b>	Re-inspections During Normal Business Hours	Per Hour		\$ 114
<b>BL3</b>	<b>Building Inspection</b>			
	\$0 - \$500	base fee @ \$500		\$ 86
	\$ 501	base fee @ \$500		\$ 86
	each additional \$100 or fraction thereof	each add'l \$100		\$ 2.04
	\$ 2,001	base fee @ \$2,000		\$ 114
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 24.48
	\$ 25,001	base fee @ \$25,000		\$ 685
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 27.54
	\$ 50,001	base fee @ \$50,000		\$ 1,369
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 13.69
	\$ 100,001	base fee @ \$100,000		\$ 2,054
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 8.56
	\$ 500,001	base fee @ \$500,000		\$ 5,478
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 16.43
	\$ 1,000,001	base fee @ \$1,000,000		\$ 9,586
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.71
	\$ 3,000,001	base fee @ \$3,000,000		\$ 17,117
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 2.11
	\$ 5,000,001	base fee @ \$5,000,000		\$ 20,541
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.91
	\$ 10,000,001	base fee @ \$10,000,000		\$ 25,105
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.91
	\$ 25,000,001	base fee @ \$25,000,000		\$ 38,799
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.46
	\$ 50,000,001	base fee @ \$50,000,000		\$ 50,211
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.00
<b>BL4</b>	<b>Building Plan Checking (3 Plan Reviews) - Existing Residential</b>			
	\$0 - \$500	base fee @ \$500		\$ 29
	\$ 501	base fee @ \$500		\$ 29
	each additional \$100 or fraction thereof	each add'l \$100		\$ 1.90
	\$ 2,001	base fee @ \$2,000		\$ 55
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 8.69



**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- BUILDING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
	\$ 25,001	base fee @ \$25,000		\$ 285
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 11.41
	\$ 50,001	base fee @ \$50,000		\$ 503
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 11.41
	\$ 100,001	base fee @ \$100,000		\$ 1,141
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 5.70
	\$ 500,001	base fee @ \$500,000		\$ 3,424
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 4.56
	\$ 1,000,001	base fee @ \$1,000,000		\$ 5,706
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 5.70
<b>BL5</b>	Building Plan Checking (3 Plan Reviews) - New Residential & Commercial			
	\$0 - \$500	base fee @ \$500		\$ 32
	\$ 501	base fee @ \$500		\$ 32
	each additional \$100 or fraction thereof	each add'l \$100		\$ 1.90
	\$ 2,001	base fee @ \$2,000		\$ 71
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 13.65
	\$ 25,001	base fee @ \$25,000		\$ 355
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 15.97
	\$ 50,001	base fee @ \$50,000		\$ 573
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 15.97
	\$ 100,001	base fee @ \$100,000		\$ 1,597
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.99
	\$ 500,001	base fee @ \$500,000		\$ 3,196
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 7.30
	\$ 1,000,001	base fee @ \$1,000,000		\$ 6,847
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 2.28
	\$ 3,000,001	base fee @ \$3,000,000		\$ 11,411
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.42
	\$ 5,000,001	base fee @ \$5,000,000		\$ 18,258
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.38
	\$ 10,000,001	base fee @ \$10,000,000		\$ 25,105
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.61
	\$ 25,000,001	base fee @ \$25,000,000		\$ 34,234
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.18
	\$ 50,000,001	base fee @ \$50,000,000		\$ 38,799
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.79
<b>BL5.1</b>	Expedited Building Plan Check Fee			35% of plan check fee
<b>BL6</b>	Permit Processing - Initial Project Input, Fee Collection (Includes Existing/New Residential & Commercial Fees)			\$ 228
<b>BL6.1</b>	Permit Processing - Initial Project Input, Fee Collection (Includes Mechanical, Plumbing and Electrical Fees)			\$ 38
<b>BL7</b>	Plan Checking - Mechanical and Plumbing (Includes 3 Plan Reviews)			
	\$0 - \$500	base fee @ \$500		\$ 29
	\$ 500	base fee @ \$500		\$ 29
	each additional \$100 or fraction thereof	each add'l \$100		\$ 11.41
	\$ 1,000	base fee @ \$1,000		\$ 57
	each additional \$500 or fraction thereof	each add'l \$500		\$ 7.14
	\$ 3,000	base fee @ \$3,000		\$ 71
	each additional \$500 or fraction thereof	each add'l \$500		\$ 21
	\$ 5,000	base fee @ \$5,000		\$ 114
	each additional \$500 or fraction thereof	each add'l \$500		\$ 11.41
	\$ 10,000	base fee @ \$10,000		\$ 171
	each additional \$500 or fraction thereof	each add'l \$500		\$ 17.12

**ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT- BUILDING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>BL8</b>	Plan Checking - Electrical (Includes 3 Plan Reviews)			
	\$ 500	base fee @ \$500		\$ 29
	each additional \$100 or fraction thereof	each add'l \$100		\$ 11.41
	\$ 1,000	base fee @ \$1,000		\$ 57
	each additional \$500 or fraction thereof	each add'l \$500		\$ 7.14
	\$ 3,000	base fee @ \$3,000		\$ 71
	each additional \$500 or fraction thereof	each add'l \$500		\$ 21.40
	\$ 5,000	base fee @ \$5,000		\$ 114
	each additional \$500 or fraction thereof	each add'l \$500		\$ 11.41
	\$ 10,000	base fee @ \$10,000		\$ 171
	each additional \$500 or fraction thereof	each add'l \$500		\$ 17.12
<b>BL8.1</b>	Title 24 Energy Plan Check Surcharge			25% of plan check fee
<b>BL9</b>	Additional Plan Review Required by Changes, additions or revisions to approved plans	Per Half- Hour		\$ 57
<b>BL10</b>	State Mandated Training Fee Cost	Per Permit		\$ 8
<b>BL11</b>	Digital Plan Retention	deleted micro filming - same as DPR		\$0.04 per standard page. \$1.03 per oversized page. \$0.05 per microfiche scan.
<b>BL12</b>	Record Copying	Per page		Refer to City Clerk Fee Schedule
<b>BL13</b>	California Access Specialist Professional (CASp)			Actual Cost + CW overhead
<b>BL14</b>	Construction and Demolition (Projects > \$5,000 demolition and new construction > \$50,000)	Deposit	[2]	\$53/ton; \$200 minimum
<b>BL15</b>	Waste Management Plan Deposit	Deposit	[1]	\$53/ton; \$100 minimum
<b>BL16</b>	Commercial Photovoltaic	Flat	[3]	\$ 399
<b>BL17</b>	Residential Photovoltaic	Flat	[3]	\$ 228
<b>BL18</b>	Hourly Rate - Building	Flat		\$ 114
<b>BL19</b>	Database Maintenance Fee	Per Permit		\$ 28
<b>BL20</b>	<i>Credit Card Transaction fees</i>	Per Transaction		2.2% of the amount
	<b>[Notes]</b>			
	[1] Deposit required @ \$50/ton. \$100 minimum per			
	[2] Deposit required @ \$50/ton. \$200 minimum per plan, \$50,000 maximum deposit			
	[3] CA Govt. Code SS 66015 limits Res. \$500 maximum; Comm. \$1,000 Maximum			

FINANCE DEPARTMENT				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Fees for the Annual Budget, Comprehensive Annual Financial Report and Other Materials</b>				
F1	<b>Business License:</b>			
	Master List	Per List		\$ 9
	Monthly Update	Per Update		\$ 9
	Database Maintenance Fee	Per License		\$ 28
F2	<b>Overdue Invoices (\$10 minimum)</b>	Monthly	[1,3]	1% of Bill
F3	<b>Cannabis Opeartor Fees</b>			
	Cannabis Operator Permit Application	Per Application		\$ 7,947
	Cannabis Business Inspection	Per Inspection		\$ 380
	Cannabis Operator Permit	Per Business		\$ 16,125
F4	<b>Returned Checks Due to Insufficient Funds</b>	Per Check	[2]	\$ 26
F5	<b>Credit Card Transaction fees</b>	Per Transaction		2.2% of the amount
	<i>[Notes]</i>			
	[1] One percent monthly beginning 60 days after the date on which the bill was due.			
	[2] Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee			
	[3] Placeholder for Master Fee Schedule (MFS); not included in cost analysis			
POLICE DEPARTMENT				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Alarms, Animal Control, Fingerprinting</b>				
P1	<b>Fingerprints</b>			
	All individuals (City Employees excluded)	Per Person	[1]	\$ 59
	Live Scan Fingerprinting			\$ 77
<b>Permits</b>				
P2	<b>Alarm Registration (Commercial)</b>			
	New/ Renewal	Flat		\$ 28
P3	<b>False Alarm Fines</b>		[2]	
	2nd alarm (Within 12 months of 1st alarm)	Per alarm		\$ 108
	3rd alarm (Within 12 months of 1st alarm)	Per alarm		\$ 215
	4th and other additional alarms within 12 months of the 1st preventable alarm	Per alarm		\$ 540
	False Alarm Response (average)	Flat	[8]	
P4	<b>False Alarm Fine Appeal</b>	Per appeal		\$ 59
P5	<b>Bingo</b>	Per Permit	[7]	\$ 59
	Initial Permit (Refundable if denied)	Flat		\$ 59
	Annual Renewal	Per Renewal		\$ 550
P6	<b>Card room I.D. Card:</b>			
	Initial Operator Permit	Flat		\$ 1,839
	Initial Employee Permit	Flat		\$ 366
	Annual Renewal (for operator & employee permit)	Flat		\$ 92
	Replacement	Flat		\$ 92
P7	<b>Cab Company</b>	Per individual		\$ 59
	Driver Renewal Permit	Flat		\$ 59
P8	<b>Vehicles for Hire:</b>			
	Initial Certificate of Convenience and Necessity	Per individual		\$ 7,367
	Certificate of Renewal	Per Driver		\$ 184
P9	<b>Special Event Permit</b>	Flat	[5]	\$ 269

<b>POLICE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
	Non-Profit Group / Charity Event	Flat	[5]	\$ 189
P10	Junk Collector	Per individual		\$ 92
P11	<b>Massage Establishment or Bath House:</b>			
	Initial Permit	Per individual		\$ 1,839
	Annual Renewal	Per individual		\$ 184
P13	<b>Pawnbroker/Secondhand Goods Background Investigation:</b>			
	Dealer	Per Permit		\$ 1,839
	Employee	Per Permit		\$ 366
P14	<b>Fortune Telling</b>	Per Permit		\$ 1,839
P15	<b>Tow Vehicle Operator:</b>			
	Initial Permit/ Annual Renewal	Flat		\$ 184
	Tow Vehicle Driver Permit (Five-Year)	Per Driver		\$ 184
P16	<b>Renewal:</b>			
	Tow Service Franchise Fee	Per Vehicle		\$ 54
	Replacement of Lost, Stolen, or Mutilated Permits	Per Permit		\$ 43
	Reissued Permits	Per Permit		\$ 43
P17	<b>Photographs - Digital Photographs on Disks</b>	Per Copy		\$ 59

<b>POLICE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
<b>Miscellaneous Fees</b>				
P18	Vehicle Abatement	Per Vehicle	[3]	\$ 366
P19	Video Tape	Per Copy		\$ 54
P20	DVD Video	Per Copy		\$ 54
P21	In Car/ Bodycam Video - DVD	Per Copy		\$ 108
P22	Cassette Tape	Per Copy		\$ 54
P23	CD - Audio	Per Copy		\$ 54
P24	Police Reports	Per Page		Refer to City Clerk Fee Schedule
P25	<b>Special Personnel Services</b>		[4]	
	Security Personnel (Police Officer)			
	Staff Police Officer	Per Hour		\$ 118
	Discounted Rate for SSFUSD	Per Hour		\$ 97
P26	Transcripts			Refer to City Clerk Fee Schedule
P27	Emergency Response to Driving Under the Influence (DUI) Accidents		[5,6]	Actual Costs
	Incident Response (includes Accident, Hazmat, DUI or other incident)		[5]	Actual Costs
P28	Towed Vehicle Release, Negligent Operator	Per Vehicle		\$ 184
P29	Plan Check & Condition Formulation (Bldg)	flat		\$ 184
P30	Site Inspections	Hourly		\$ 184
P31	<b>Firearm Storage Administration Fee</b>			
	Single Firearm	Flat		\$ 366
	Each Additional Weapon	Flat		\$ 366
P32	<b>Ammunition Storage Administration Fee</b>			\$ 146
P33	<b>Clearance Letter</b>	Flat		\$ 10
P34	<b>Hourly Rate:</b>			
	Sworn			\$ 184
	Non-Sworn			\$ 108
P35	Database Maintenance Fee	Per Permit		\$ 28
P36	<b>Credit Card Transaction fees</b>	Per Transaction		2.2% of the amount
	<b>[Notes]</b>			
	[1] Up to three cards per individual.			
	[2] Resets every calendar year.			
	[3] On public roadway only.			
	[4] Hourly salary plus 40% for benefits plus 30% in administration charges; 30 -minute			
	[5] Placeholder for Master Fee Schedule (MFS); not included in cost analysis			
	[6] CA GC 53150-53159 DUI Maximum \$12,000			
	[7] Penal code: SSFMC Ch. 6.32			
	[8] For Informational Purpose only			

<b>FIRE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
F1	Fire Service Ambulance Transportaion - ALS I	Transport		\$ 2,058
F2	Fire Service Ambulance Transportation - ALS II			\$ 2,058
F3	Fire Service Ambulance Transportation - BLS (Emergency)			\$ 2,058
F4	Fire Service Ambulance Transportation - BLS (Non-Emergency)			\$ 718
F6	Contracted BLS Inter-Facility	Flat	[5]	\$ 423
F7	Mileage (All levels)	Per Mile	[3]	\$ 54
F8	Oxygen	Flat	[3]	\$ 130
<b>Fire Service EMS Training</b>				
F9	First-Aid / Adult CPR / AED Classes for Residents (cost of textbook and certification card)	Per person	[3]	\$ 32
F10	First-Aid / CPR / AED Classes for Non-Residents	Per person	[3]	\$ 108
F11	First-Aid / CPR Classes for SSF Businesses	Per person	[3]	\$ 59
F12	Heartsaver® CPR/AED Community Classes	Per person	[3]	\$ 54
F13	Pediatric Education for Pre-hospital Professionals (For residents and non-residents)	Per person	[3]	\$ 130
F14	American Heart Association "Professional Level" courses for the public and other outside agencies			
	ACLS Knowledge and Skills Review Workshops	Per person	[3]	\$ 189
F15	<b>Initial Recognition:</b>			
	Pediatric Advanced Life Support (PALS)	Per person	[3]	\$ 253
	Advance Cardiac Life Support (ACLS)	Per person	[3]	\$ 253
	Basic Life Support-Health Care Provider (BLS HCP)	Per person	[3]	\$ 82
F16	<b>Re-recognition:</b>			
	Pediatric Advanced Life Support (PALS)	Per person	[3]	\$ 205
	Advance Cardiac Life Support (ACLS)	Per person	[3]	\$ 205
	Basic Life Support-Health Care Provider (BLS HCP)	Per person	[3]	\$ 54
F17	Lead EKG Class	Per person	[3]	\$ 215
F18	Geriatric Education for Emergency Medical Services	Per person	[3]	\$ 205
F19	Infrequent Paramedic Skills	Per person	[3]	\$ 87
F20	Other EMS Continuing Education Classes	Per Hour Per Person	[3]	\$ 8.45
F21	Student Materials, Supplies, etc. Required to Participate			Actual Cost

<b>FIRE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
F22	Certification Fees required by Certifying Authority (EMT Instruction)	Flat		\$ 5.28
<i>Fire Training Division</i>				
F23	Emergency Response Team Class (Incl. Fire extinguisher training)	Per Hour Per Person	[5]	\$ 30
F24	Permit Required Confined Space Class	Per Hour Per Person	[5]	\$ 30
F25	Hazardous Materials Responder Class	Per Hour Per Person	[5]	\$ 30
F26	Technical Rescue Class	Per Hour Per Person	[5]	\$ 30
F27	Vehicle Extrication Class	Per Hour Per Person	[5]	\$ 30
F28	Other Fire Training Continuing Education Classes	Per Hour Per Person	[5]	\$ 30
F29	Student Materials, Supplies, etc. Required to Participate			Actual Cost
F30	Certification Fees required by Certifying Authority	Flat		Actual Cost
<i>Fire Prevention Division Permits and Fees</i>				
<i>Fire Protective Systems Construction Permit</i>				
F32	Construction Without a Permit		[3]	2 Times cost of Permit
F33	Fire Protective Systems Inspection Fees (Inspection - includes 2 inspections)			
	\$0 - \$6,000	Minimum base fee up to \$6,000		\$ 538
	\$ 6,001	base fee @ \$6,000		\$ 538
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 9.42
	\$ 25,001	base fee @ \$25,000		\$ 717
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 14.34
	\$ 50,001	base fee @ \$50,000		\$ 1,075
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 7.17
	\$ 100,001	base fee @ \$100,000		\$ 1,434
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 4.48
	\$ 500,001	base fee @ \$500,000		\$ 3,225
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 7.88
	\$ 1,000,001	base fee @ \$1,000,000		\$ 7,168
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.90
	3,000,001	base fee @ \$3,000,000		\$ 8,959
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.90
	5,000,001	base fee @ \$5,000,000		\$ 10,750
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.49
	10,000,001	base fee @ \$10,000,000		\$ 13,140
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.49
	25,000,001	base fee @ \$25,000,000		\$ 20,306
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.23
	50,000,001	base fee @ \$50,000,000		\$ 26,278
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.53
F34	Construction Without a Permit		[3]	Two Times Cost of Permit

<b>FIRE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
<b>Other Fire Prevention Inspections</b>				
F35	Annual Fire Inspection (Basic)	Flat		\$ 269
F36	Non-Construction Fire Re-inspection Fee	Flat		\$ 180
F37	Inspections Outside Normal Business Hours (2 hour minimum)	Flat		\$ 180
F38	Construction Re-inspection Fees	Flat		\$ 180
F39	Inspection for Which a Fee is not Specifically Indicated	Flat		\$ 180
F40	Annual High-rise Building (2 Hr. Minimum)	Flat		\$ 180
F41	New Occupancy / Business	Flat		\$ 358
F43	Group R, Division 1 Occupancies and Group R, Division 2 with 3 or More Dwelling Units Per Building			
	0-10	Per living unit		\$ 269
	11-30	Per living unit		\$ 358
	31-50	Per living unit		\$ 538
	>50; each 50	Per living unit		\$ 717
F45	Title 19, 5 Year Automatic Fire Sprinkler Certification	Per System		\$ 358
F46	Pre-inspection of Residential Care Facilities	Flat		\$ 358
<b>Operational Permits</b>				
F48	Operational Permit for multiple occupancy permits (fee to be charged for second and subsequent additional occupancy permits for inspections conducted on same site visit)	Flat		\$ 59
F49	Aerosol Products	Flat		\$ 358
F50	Assemblies	Flat		\$ 358
F51	Waste Handling	Flat		\$ 358
F52	Battery Systems	Per System		\$ 358
F53	Candles and Open Flames in Assembly Areas	Per Assembly		\$ 180
F54	Combustible Fiber Storage	Flat		\$ 358



**FIRE DEPARTMENT**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
F55	Misc. Combustible Material Storage	Flat		\$ 358
F56	Commercial Rubbish-handling Operation	Flat		\$ 358
F57	Compressed Gases	Per System		\$ 180
F58	Cryogenics	Per System		\$ 538
F59	Dry Cleaning Plants	Flat		\$ 538
F60	Dust Producing Operations	Flat		\$ 538
F61	Fire Alarm	Per Building		\$ 538
F62	Flammable of Combustible Liquids, Store, Handle, or Use.	Per Tank		\$ 538
F63	Hazardous Materials Storage, Transport on Site, Dispense, Use, or Handle Chemicals	Per Building	[1]	\$ 717
F64	Hazardous Materials in Excess by Classifications; Store, Transport on Site, Dispense, Use, or Handle Chemicals in Excess of Amounts Listed in Table 105-C	Per class of chemical at each location		\$ 358
F65	High-piled Storage	Per Location		\$ 717
F66	Institutions and Day Care	Per Location		\$ 358
F67	Large Family Day Care	Per Location		\$ 358
F68	Lumberyards	Flat		\$ 717
F69	Liquefied Petroleum Gases	Per Tank		\$ 358
F70	Magnesium Working	Flat		\$ 358
F71	Motor Vehicle Fuel Dispensing Stations	Per Location		\$ 358
F72	Organic Coatings	Flat		\$ 358
F73	Ovens, Industrial Baking or Drying	Per Oven		\$ 180
F74	Permit-Required Confined Space	Per Space		\$ 358
F75	Pyrotechnical Special Effects Material	Flat		\$ 717
F76	Radioactive Materials	Per Location		\$ 358
F77	Refrigeration Equipment	Per System		\$ 180
F78	Residential Care and Residential Care for the Elderly	Per Location		\$ 358
F79	Repair Garages	Flat		\$ 358
F80	Spraying or Dipping	Per Tank		\$ 358
F81	Tire Storage	Flat		\$ 538

<b>FIRE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
F82	Wood Products	Flat		\$ 358
F83	Welding and Cutting Operations	Per Location		\$ 538
F84	Failure to Obtain a Permit	Varies	[3]	Two Times Permit Cost
F86	Flammable or Combustible Liquids; Remove, Install, Construct, Alter or Abandon an Underground or Above Ground Tank	Per Tank		\$ 717
F87	Hazardous Materials; Install, Repair, Abandon, Remove, Place-Out-of-Service, Tanks or Piping, Close or Substantially Modify a Storage Facility	Per Tank		\$ 717
<b>Special Activity Permits</b>				
F89	Candles or Open Flames in Assembly Areas	Per Event		\$ 358
F90	Carnivals and Fairs	Per Event		\$ 717
F91	Christmas Tree Lots	Per Event		\$ 717
F92	Explosives or Blasting Agents	Flat		\$ 717
F93	Fire Hydrants and Water-Control Valves	Per Event		\$ 358
F95	Fireworks Displays by a Licensed Professional	Per Event		\$ 717
F96	Fumigation/Thermal Insecticide	Per Occurrence		\$ 180
F98	Parade Floats	Per Event		\$ 358
F99	Temporary Membrane Structures (tents)	Per Structure		\$ 358
F101	Failure to Obtain a Permit	Varies	[3]	Two Times Permit Cost
<b>Miscellaneous Fire Prevention Fees</b>				
F102	Hazard Mitigation Fee (Includes all other incident types)		[2,3]	Actual Cost
F103	Minimum Fire Protection System Plan Check	For <\$6,000 valuation		\$ 180
F104	Application for Use of Alternate Methods of Protection	Per Request		\$ 269
F105	Emergency Response DUI Cost Recovery		[2,3,4]	Actual Cost
F106	Emergency Response Hazmat Cost Recovery		[2,3]	Actual Cost
F107	Investigations	Hourly		\$ 180

FIRE DEPARTMENT				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>F108</b>	<b>Fire and Life Safety - Plan Check (Includes 2 checks and 1 re-check)</b>			
	\$0 - \$6,000	Minimum base fee up to \$6,000		\$ 90
	\$ 6,001	base fee @ \$6,000		\$ 90
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 9.42
	\$ 25,001	base fee @ \$25,000		\$ 180
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 14.34
	\$ 50,001	base fee @ \$50,000		\$ 358
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 43.00
	\$ 100,001	base fee @ \$100,000		\$ 2,866
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 10.75
	\$ 500,001	base fee @ \$500,000		\$ 7,168
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 8.61
	\$ 1,000,001	base fee @ \$1,000,000		\$ 11,467
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.81
	\$ 3,000,001	base fee @ \$3,000,000		\$ 19,112
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 5.73
	\$ 5,000,001	base fee @ \$5,000,000		\$ 30,579
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 2.30
	\$ 10,000,001	base fee @ \$10,000,000		\$ 42,045
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.02
	\$ 25,000,001	base fee @ \$25,000,000		\$ 57,335
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.31
	\$ 50,000,001	base fee @ \$50,000,000		\$ 64,979
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.30
<b>F108.1</b>	Expedited Fire Plan Check Fee			35% of plan check fee
<b>F109</b>	<b>Fire Protection Systems - Plan Check (Includes 2 checks &amp; 1 re-check)</b>			
	\$0 - \$6,000	Minimum base fee up to \$6,000		\$ 180
	\$ 6,001	base fee @ \$6,000		\$ 180
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 9.42
	\$ 25,001	base fee @ \$25,000		\$ 358
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.58
	\$ 50,001	base fee @ \$50,000		\$ 448
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.80
	\$ 100,001	base fee @ \$100,000		\$ 538
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.34
	\$ 500,001	base fee @ \$500,000		\$ 1,075
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.58
	\$ 1,000,001	base fee @ \$1,000,000		\$ 2,866
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.95
	\$3,000,001	base fee @ \$3,000,000		\$ 4,778
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.44
	\$5,000,001	base fee @ \$5,000,000		\$ 7,644
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.57
	\$10,000,001	base fee @ \$10,000,000		\$ 10,511
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.26
	\$25,000,001	base fee @ \$25,000,000		\$ 14,333
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.07
	\$50,000,001	base fee @ \$50,000,000		\$ 16,246
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 0.33
<b>F109.1</b>	Expedited Plan Check Fee			35% of plan check
<b>F111</b>	Additional Fire Plan Review (2 hr. minimum) Each review beginning with 4th resubmittal.	Hourly		\$ 180
<b>F112</b>	Fire Watch		[2]	Actual Cost
<b>F113</b>	Key Box Service	Per Location		\$ 90

<b>FIRE DEPARTMENT</b>				
<b>Fee No.</b>	<b>Fee Description</b>	<b>Fee Unit</b>	<b>Notes</b>	<b>Adopted</b>
<b>F114</b>	Preventable False Alarms			
	2nd alarm (Within 12 months of 1st alarm)	Flat	[3]	\$ 108
	3rd alarm (Within 12 months of 1st alarm)	Flat	[3]	\$ 215
	4th and other additional alarms within 12 months of the 1st preventable alarm	Flat	[3]	\$ 540
<b>F117</b>	Plan Digitizing Fee			\$0.06 per letter; \$0.82 per plan; \$0.06 per image
<b>Miscellaneous</b>				
<b>F124</b>	Reproduction of Printed Fire and Paramedic Reports	Per Page	[3]	Refer to City Clerk Fee Schedule
<b>F126</b>	<b>Hourly Rate:</b>			
	<b>Prevention:</b>	Hourly		\$ 180
	<b>Emergency Services:</b>			
	Engine Company (3 person)	Hourly		\$ 453
	Ambulance (2 person)	Hourly		\$ 302
<b>F127</b>	Database Maintenance Fee	Per Permit		\$ 28
<b>F128</b>	<b>Credit Card Transaction fees</b>	Per Transaction		2.2% of the amount
	<b>[Notes]</b>			
	[1] For each location/building that contains 55 gallons or more of a liquid, 500 pounds or more			
	[2] The cost shall include the provision of scene supervision, overhead, equipment, hourly			
	[3] Placeholder for Master Fee Schedule (MFS); not included in cost analysis			
	[4] AMR/Kaiser Agreement; not included in cost analysis; fee set per agreement			
	[5] Class size ratio used is 1:6			

**PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Engineering Division</b>				
<b>Plan Check / Inspection and Encroachment</b>				
<b>PW1</b>	<b>Improvement Plan Check - (covers 2 plan checks and re-check)</b>			
	Cost of Improvements			
	Up to \$50,000	Minimum base fee up to \$50,000		\$ 621
	\$ 50,001	base fee @ \$50,000		\$ 930
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 6.33
	\$ 100,001	base fee @ \$100,000		\$ 1,240
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 23.46
	\$ 250,001	base fee @ \$250,000		\$ 4,652
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 6.33
	\$ 500,001	base fee @ \$500,000		\$ 6,204
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 12.24
	\$ 1,000,001	base fee @ \$1,000,000		\$ 12,406
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 12.24
	4th and subsequent Plan Check			\$ 155
<b>PW1.1</b>	<b>Improvement Inspection (covers 2 inspections)</b>			
	Cost of Improvements			
	Up to \$50,000	Minimum base fee up to \$50,000		\$ 465
	\$ 50,001	base fee @ \$50,000		\$ 465
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 4.22
	\$ 100,001	base fee @ \$100,000		\$ 698
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 1.06
	\$ 250,001	base fee @ \$250,000		\$ 930
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 2.11
	\$ 500,001	base fee @ \$500,000		\$ 1,550
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.17
	\$ 1,000,001	base fee @ \$1,000,000		\$ 3,102
	each additional \$1,000 or fraction thereof	each add'l \$1,000		\$ 3.17
<b>PW2</b>	<b>Encroachment Permit Fee (covers two inspections)</b>	Flat	[7]	\$ 332
	Additional Visits Beyond Two	Per Visit		\$ 155
<b>Miscellaneous Processing Fee</b>				
<b>PW4</b>	On-site inspection/processing fee for the recordation of the condition of the private sewer lateral.	Per Recordation		\$ 155
<b>PW5</b>	Off-site inspection/processing fee for the recordation of the condition of the private sewer lateral. (DVD Review)	Per Recordation		\$ 78
<b>Maps</b>				
<b>PW6</b>	Inspection Deposit	Deposit	[5]	2% of public improvement costs
<b>PW7</b>	Major Subdivision Tentative Map	Flat	[7]	\$ 332
	Per Lot	Per Unit		\$ 27

**PUBLIC WORKS DEPARTMENT- ENGINEERING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
PW8	Final Map Filing Fee	Flat	[7]	\$ 332
	Per Lot	Per Unit		\$ 27
PW9	Minor Subdivision Tentative Map	Flat		\$ 155
	Per Lot	Per Unit		\$ 27
PW10	Parcel Map Filing Fee	Per Map		\$ 310
PW11	Lot Line Adjustment	Per Adjustment	[7]	\$ 332
PW12	After-hours Site Inspections		[1,5]	Actual Cost
PW14	Easement Abandonment Request	Per easement		\$ 3,878
PW15	Subdivision and Parcel Map Plan Check (includes Coordination and administartion costs)	Deposit	[1,7]	\$ 1,107
PW16	Transportation - Single trip, or a modification of an original permit	Flat	[6]	\$ 16
PW17	Transportation - Annual or repetitive permit	Flat	[6]	\$ 92
PW18	Copy of CD/DVD			Refer To City Clerk Fee Schedule
<b>Miscellaneous Fees</b>				
PW22	<b>Grading Plan Check and Permit Processing (Cubic Yards)</b>			
	50 Cubic Yards or Less	Flat		\$ 310
	51 to 1000 Cubic Yards	Flat		\$ 621
	1,001 to 10,000 Cubic Yards	Flat		\$ 1,240
	10,001	Base Fee @ 10,000		\$ 1,550
	each additional 10,000 cubic yards or fraction thereof	each add'l 10,000 cubic yards		\$ 8.45
	100,001	Base Fee @ 100,000		\$ 1,628
	each additional 10,000 cubic yards or fraction thereof	each add'l 10,000 cubic yards		\$ 7.40
	200,001	Base Fee @ 200,000		\$ 1,706
	each additional 10,000 cubic yards or fraction thereof	each add'l 10,000 cubic yards		\$ 85.68
PW23	Other plan checking and additional plan reviews required by changes, additions, or revisions to approved plans.		[1]	\$ 310
PW24	<b>Grading Inspection Fees (Cubic Yards)</b>			
	0 to 1,000 Cubic Yards	Flat		\$ 310
	1,001 to 10,000 Cubic Yards	Flat		\$ 465
	each additional 1,000 cubic yards or fraction thereof (Base Fee @ 1,000)	each add'l 1,000 cubic yards		\$ 17.34
	10,001 to 100,000 Cubic Yards	Flat		\$ 465
	each additional 10,000 cubic yards or fraction thereof (Base Fee @ 10,000)	each add'l 10,000 cubic yards		\$ 17.34
	100,001 to 200,000 Cubic Yards	Base Fee @ 100,000		\$ 621
	each additional 10,000 cubic yards or fraction thereof	each add'l 10,000 cubic yards		\$ 30.60
	200,001 Cubic Yards or greater	Base Fee @ 200,000		\$ 930
	each additional 10,000 cubic yards or fraction thereof	each add'l 10,000 cubic yards		\$ 46.92

**PUBLIC WORKS DEPARTMENT- ENGINEERING DIVISION**

Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Other Inspections</b>				
PW25	Inspections Outside of Normal Business Hours	Hourly	[2,5]	Actual Cost
PW26	Re-inspection Assessed Under Provisions of Section 305(h)	Flat	[3]	Actual Cost
PW27	Inspections for which a fee is not specifically indicated	Hourly	[3,5]	Actual Cost

PUBLIC WORKS DEPARTMENT - WATER QUALITY CONTROL DIVISION				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Pretreatment Fee Schedule</b>				
PW28	Permits and Renewals: (valid for 3 year time intervals)			
	Significant Industrial Users	Every 3 years	[4]	\$ 621
	All Other Required Businesses	Every 3 years		\$ 155
PW29	Water Quality Compliance Review	Per Hour		
PW31	Inspections - Outside of Normal Pretreatment Activities	Per Hour		\$ 155
PW32	Inspections - Outside of Normal Business Hours	Per Hour		\$ 155
PW33	Special Monitoring Activities for Enforcement and Surveillance	Per Hour		\$ 155
PW34	Special Sampling/Equipment Use	Per Hour		\$ 155
PW35	Wastewater Analysis			
	BOD	Per Test	[5]	Actual Cost
	COD	Per Test	[5]	Actual Cost
	TSS	Per Test	[5]	Actual Cost
	Oil & Grease	Per Test	[5]	Actual Cost
	Metals (except Hg)	Per Test	[5]	Actual Cost
	Hg	Per Test	[5]	Actual Cost
	pH	Per Test	[5]	Actual Cost
	Bioassay	Per Test	[5]	Actual Cost
	CN	Per Test	[5]	Actual Cost
	PAH	Per Test	[5]	Actual Cost
	Phenol	Per Test	[5]	Actual Cost
	Ammonia	Per Test	[5]	Actual Cost
	Conductivity	Per Test	[5]	Actual Cost
	Oxygen Uptake Rate	Per Test	[5]	Actual Cost
	Others		[5]	Actual Cost

PUBLIC WORKS DEPARTMENT - WATER QUALITY CONTROL DIVISION				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
PW36	Waste Management Plan Review			1% of Plan Check Fee
	<b>Hourly Rate:</b>			
	Public Works - Engineering			\$ 155
PW37	Administrative Code Enforcement Fee (for failure to correct violations after receiving Courtesy Notice from Fire Prevention Division 14 day grace period to correct)	Flat		\$ 358
PW38	Database Maintenance Fee	Flat		\$ 28
PW39	<b>Credit Card Transaction fees</b>	Per Transaction		2.2% of the amount
	<b>[Notes]</b>			
	[1] Hourly salary, plus 40% in benefits and another 30% in administrative costs; 1/2 hour minimum			
	[2] Hourly salary, plus 50% overtime rate, plus 50% for benefits on base rate, plus 12% in administrative charges			
	[3] Hourly salary, plus 50% for benefits on base rate, plus 12% in administrative charges. One half -hour minimum.			
	[4] Defined in federal regulations and municipal ordinance.			
	[5] Placeholder for Master Fee Schedule (MFS); not included in cost analysis			
	[6] Transportation Permits are required for all over - sized loads per CVC 35780. Fees are the max based CVC 35795 and Caltrans Fees			
	[7] Includes support costs from Planning			





LIBRARY				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
<b>Damaged and Missing Materials</b>				
L1	AV Materials (contents or item damage)		[3]	Actual Cost of each item
L3	CD/DVD Cases, Replacement of Lost or Damaged	Per Case		\$ 2.00
	Missing Book, DVD, etc. from Set		[3]	Actual Cost of each item
	Missing CD - from Audio Book Vendors that offer Replacement		[3]	Prorated Cost of set
L7	Books		[3]	Actual Cost of each item
L8	Equipment		[3]	Actual Cost of each item
L16	Lost, Replacement Charges - Magazines - See Processing Fee Below		[3]	Actual Cost of each item
L18	Lost, Replacement Charges - Processing Fee (Peninsula Library Automated Network Policy) Applies to all Materials:			
	Catalogued Materials	Each	[4]	\$ 5.00
	Generic Materials	Each	[4]	\$ 2.00
<b>Miscellaneous Charges</b>				
L20	Paypal Convenience Fee	Per Transaction	[3]	\$ 0.50
L21	Computer Printouts			
	Black & White	Per Sheet	[3]	\$ 0.15
	Color	Per Sheet	[3]	\$ 0.50
L22	History Book - SSF	Each	[3]	\$ 5.00
L23	History Room Photographs - Digital Copies			
	Copy of CD/DVD (see City Clerk fee schedule)			Refer to City Clerk Fee Schedule
L24	History Room Photographs Print Copies	Per Item		\$ 16.00
L25	Postcards - SSF, 3.5" x 5"			
	Black and White	Each	[3]	\$ 0.50
	Color	Each	[3]	\$ 1.00
L26	Microfilm Copies	Each	[3]	\$ 0.25
L27	Photocopy	Per Page	[3]	\$ 0.20
L28	Postcard, ID		[3]	Price set by United States Postal Service
<b>LIBRARY</b>				
Fee No.	Fee Description	Fee Unit	Notes	Adopted
L29	Reserve: Out of County Reserve / Inter-Library Loan			
	SSF residents	Flat	[3]	\$ 3.00
	non-residents	Flat	[3]	\$ 5.00
L30	Returned Check, Insufficient Funds			See Finance Department Section
L33	USB Drives	Flat	[1,3]	Actual Cost
L34	Field Trip Fee	Flat	[2,3]	Actual Cost
	Hourly Rate			
	Full-time			\$ 117.00
	Part-time			\$ 24.00
L35	<b>Credit Card Transaction fees</b>	Per Transaction		2.2% of the amount
	<b>[Notes]</b>			
	[1] \$4-\$10 depending upon unit cost			
	[2] \$10-\$40 depending upon cost of transportation, admission, etc.			
	[3] Placeholder for Master Fee Schedule (MFS); not included in cost			
	[4] Fee set by Peninsula Library System (PLS)			

<b>PARKS AND RECREATION DEPARTMENT</b>			
<b>Child Care Programs</b>		<b>Resident</b>	<b>Non-Resident</b>
Traditional Summer Camp	Per week	\$185	\$ 215
Spring Camp	Per day	\$37	\$ 42
Winter Camp	Per day	\$37	\$ 42
Full of Fun Camp	Per week	\$211	
<b>PARKS AND RECREATION DEPARTMENT</b>			
<b>Child Care Programs</b>		<b>Resident</b>	<b>Non-Resident</b>
Speciality Camps (Enrichment and Sports)	Per week	\$227	\$ 258
Enrichment and Sports Camps core programs are 10 am to 4 pm.			
Fees include before and after camp care, available from 7:30 am to 10 am, and 4 pm to 6 pm.			
NOTE: No fees assessed for ASES grant funded After School Programs			
<b>Before and After School Recreation Programs</b>			
5 Days / With Before School Care	Per month	\$440	
5 Days / After School Care Only	Per month	\$380	
3 Days / With Before School Care	Per month	\$300	
3 Days / After Care Only	Per month	\$260	
2 Days / With Before School Care	Per month	\$200	
2 Days / With After Care Only	Per month	\$175	
<b>Before School Care Only – 5 Days</b>		\$140	
Sibling Discount: Applies Only to Full- Time Before/After School, Pre-School. Children must be enrolled in the same program	For 2 or more children enrolled.	15%	
<b>Pre-School Child Care</b>		<b>Resident</b>	<b>Non-Resident</b>
NOTE: "Big Lift" grant funded preschool fees assessed on a sliding scale, not to exceed \$630/month (resident) or \$704/month (non -resident) as per HUD 80% Area Median Income			
5 Days/ Full Day	Per month	\$665	\$ 744
5 Days/ Half Day	Per month	\$588	\$ 655
3 Days/ Full Day	Per month	\$412	\$ 460
3 Days/ Half Day	Per month	\$364	\$ 405
2 Days/ Full Day	Per month	\$285	\$ 320
2 Days/ Half Day	Per month	\$252	\$ 280
<b>Late Pick-up:</b>			
All Child Care Programs (for each minute after closing time)		\$6.50	\$ 6.50
<b>Processing Fee / New Enrollment</b>			
For Pre-School and After-School Recreation Programs	Per application	\$68	\$ 68
<b>Waiting List Fee</b>	Per application	\$32	\$ 32
<b>Add: Late Payment Fee: \$30.60 Per Occurrence.</b>			
<b>Document Retrieval Fee</b>	Retrieval of documented information, i.e. tax, certified	\$32	\$ 32
<b>Aquatic Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
Adult Admission	Per Admission	\$6	\$ 6
Adult Script	10 Admissions	\$36.75	\$ 58.50
Adult Script (Senior)	10 Admissions	\$24.75	\$ 36.00
Child Admission	Per Admission	\$ 5.00	\$ 5.00

<b>PARKS AND RECREATION DEPARTMENT</b>			
<b>Aquatic Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
Child Script	10 Admissions	\$24.50	\$ 48.00
Family Swim (1 to 5 swimmers)	Per Family Admission	\$7.00	\$7.00
Additional Swimmer(s)	Per Admission	\$2.50	\$2.50
<b>Swim Lessons</b>		<b>Resident</b>	<b>Non-Resident</b>
<b>Non-Resident Class Fees</b>	Per Session		Add \$4.00 per session
<b>Infant Water Orientation</b>	Per Hour	\$13.75	Add \$4.00 per session
<b>Baby/Aqua Tots</b>	Per Hour	\$13.75	Add \$4.00 per session
<b>Child Lessons (Group)</b>	Per Hour	\$13.75-16.00	Add \$4.00 per session
<b>Adult Lessons (Group)</b>	Per Hour	\$13.75	Add \$4.00 per session
<b>Semi-Private &amp; Private Lessons</b>			
Semi-Private (Child or Adult)	Per Hour	\$21.00	Add \$4.00 per session
Private (Child or Adult)	Per Hour	\$40.00	Add \$4.00 per session
Adult Fitness	Per Hour	\$6.00	Add \$15 per session
Drop in Aqua Zumba	Per Class	\$6.00	\$6.00
Adult Aquatic Exercise	Per Hour	\$6.00	Add \$15.00 per session
Aqua Zumba	Per Hour	\$6.00	Add \$15.00 per session
Masters / Adult Lap Swim	Daily	\$6.00	\$6.00
Masters / Adult Lap Swim Script	10 Admissions	\$44.50	\$44.50
Masters / Adult Lap Swim Monthly	Per Session	\$54.50	\$ 62.00
<b>Water Safety Instructor:</b>	Per Session	\$211.00	\$226.95
<b>*Includes Books &amp; Materials</b>			
<b>Red Cross Fee</b>	Per Session	\$38.00	\$38.00
<b>Lifeguard Training:</b>	Per Session	\$211.00	\$227.00
<b>*Includes Book &amp; Materials</b>			

<b>PARKS AND RECREATION DEPARTMENT</b>			
<b>Red Cross Fee</b>	Per Session	\$38.00	\$38.00
<b>Junior Lifeguard Camp</b>	Per 1 week session (5 hours per day)	\$111.00	\$ 126.00
<b>Swim Team</b>	Annual	\$5900.00	
<b>Pool Rental</b>		<b>Resident</b>	<b>Non-Resident</b>
Participants 0 to 30	Per 1 ½ Hour	\$180.00	\$ 200.00
Participants 31 to 60	Per 1 ½ Hour	\$203.00	\$ 223.00
Participants 61 to 100	Per 1 ½ Hour	\$226.00	\$ 246.00
<b>Locker Rental</b>			
Small Lockers	Per Day	\$0.25	\$0.25
Large Lockers	Per Day	\$0.50	\$0.50
<b>Picnic Fees</b>		<b>Resident</b>	<b>Non-Resident</b>
<b>Application Processing</b>	Per permit, added to each rental	\$37.00	\$ 37.00
<b>Orange Park</b>			
Eucalyptus Shelter (15 Tables-10:00 am – 6 pm)	Per day, 8 hours	\$328.00	\$ 343.00
Area #2 (2 tables)	Per day	\$36.00	\$ 52.00
Area #3 (3 tables)	Per day	\$52.00	\$ 67.00
Area #4 (4 tables)	Per day	\$69.00	\$ 84.00
Area #5 (5 tables)	Per day	\$88.00	\$ 103.00
Refundable Deposit – covers clean-up, repair, and/or overtime costs		\$200.00	\$ 200.00
Extended Hours	Per hour	\$53.00	\$ 53.00
<b>Alta Loma</b>			
Area #1 (6 tables)	Per day	\$106.00	\$ 121.00
Area #2 (2 tables)	Per day	\$36.00	\$ 51.00
Area #3 (2 tables)	Per day	\$36.00	\$ 51.00
<b>Avalon Park (5 small tables)</b>	Per day	\$64.00	\$ 79.00
<b>Buri Buri Park</b>			
I (6 tables)	Per day	\$104.00	\$ 119.00
II (2 tables)	Per day	\$35.00	\$ 50.00
III (3 tables)	Per day	\$52.00	\$ 67.00
IV (3 tables)	Per day	\$52.00	\$ 67.00
<b>Sellick Park</b>			
7 tables, includes Camp Fire area	Per day	\$88.00	\$ 103.00

<b>PARKS AND RECREATION DEPARTMENT</b>			
<b>Westborough Park</b>			
Sheltered Area (18 tables)	Per day	\$349.00	\$ 364.00
Area 2 (5 tables)	Per day	\$126.00	\$ 141.00
Combined Sheltered Area & Area 2 (23 ta	Per day	\$460.00	\$ 475.00
Additional Gas Grill	Per day	\$106.00	\$ 106.00
Damage Deposit (Refundable)	Per day	\$200.00	\$ 200.00
Extended Hours	Per day	\$53.00	\$ 53.00
<b>Sports Programs and Facilities</b>		<b>Resident</b>	<b>Non-Resident</b>
Annual Renewal Fees to Co-sponsored Groups that Use our Fields /F acilities:			
Category I: Up to 99 Members	Annual fees	\$ 112.00	
Category II: 100 – 199 Members		\$ 168.00	
Category III: 200 – 299 Members		\$ 275.00	
Category IV: 300 and Up		\$ 387.00	
Adult Softball League	Per game	\$ 90.00	
Non-Resident Surcharge	Per game		\$ 15.00
Adult Basketball	Per game	\$ 102.00	
Non-Resident Surcharge	Per game		\$ 15.00
Forfeit Fee		\$ 50.00	
<b>Field Lights</b>	Per Hour	\$ 34.00	\$ 37.00
<b>Field Preparation</b>			
General	Per preparation	\$ 33.00	\$ 54.00
Affiliated League	Per preparation	\$ 29.00	\$ 51.00
<b>Open Gym Basketball &amp; Futsal</b>			
Adult	Per admission	\$ 4.00	\$ 4.00
Junior	Per admission	\$ 3.00	\$ 3.00
<del>Open Basketball Drop-In</del>			
<b>Terrabay Fitness Room</b>	Per admission	\$ 2.50	\$ 2.50
<b>Open Gym Script Card</b>			
Adults	For 10 Punches	\$ 35.00	\$ 35.00
Juniors	For 10 Punches	\$ 20.00	\$ 20.00

<b>PARKS AND RECREATION DEPARTMENT</b>			
<b>Gymnasium Rental (School District gymnasium –additional fee is payable to SSFUSD)</b>			
	Per hour	\$ 32.00	
<b>Drop-in Badminton</b>		<b>Resident</b>	<b>Non-Resident</b>
Adult	Per admission	\$6.00	\$ 6.00
Junior	Per admission	\$4.00	\$ 4.00
Field Reservations	Per 1-Hour Rental	\$28.00	\$ 36.00
Field Permit Fee	Per Permit	\$27.00	
Bocce Ball Permit Fee Assessed to private events not co-sponsored by the city	Per Permit	\$83.00	
Children -- Co-Sponsored League. There is no charge to co-sponsored groups for field reservations or preparation			
<b>After-School Sports Program</b>			
Playground Sports Clinic	Per 6-Hour Session	\$58.00	\$ 63.00
Playground Sports Program	Per League	\$63.00	\$ 68.00
<b>Middle School Sports</b>		<b>Resident</b>	<b>Non-Resident</b>
Cheerleading	Per session	\$79.00	
Football, Volleyball, Basketball, Badminto	Per Session for each sport or activity	\$79.00	
Track & Field/Lacrosse		\$79.00	
<b>Facility Fees</b>		<b>Resident</b>	<b>Non-Resident</b>
<i>Fees for the use of the Community Room, Betty Weber Room, and the Multi -Use and Activity Rooms in the Westborough Park Building apply to business meetings and non-resident rates are an additional \$15 per hour</i>			
<b>Magnolia Center</b>	Per hour	\$188.00	\$ 203.00
Rent Out Commercial Kitchen Space for Caterers and Small Producers	Per Hour Monday-Friday during the day	\$83.00	
Meeting Room Rental	Per hour		
<b>Municipal Services Building</b>		<b>Resident</b>	<b>Non-Resident</b>
Social Hall w/Kitchen and One-hour Use of Atrium	Per Hour; 6-Hour Minimum	\$205.00	\$ 220.00
Non-Profit Groups	Per hour	\$190.00	
Atrium Kitchen (As add-on to Social Ha	Per Hour; 2-Hour Minimum	\$84.00	\$ 98.00
Non-Profit Groups	Per Hour; 5-Hour Minimum	\$69.00	
Social Hall	Per Hour; 5-Hour Minimum	\$205.00	\$ 220.00

<b>PARKS AND RECREATION DEPARTMENT</b>			
Non-Profit Groups	Per hour	\$190.00	
Atrium/Marie Peterson Room w/Kitch	Per Hour; 5-Hour Minimum	\$132.00	\$ 147.00
Non-Profit Groups	Per hour; 5-Hour Minimum	\$117.00	
Atrium w/Kitchen	Per Hour; 4-Hour Minimum	\$121.00	\$ 136.00
Non-Profit Groups	Per Hour; 4-Hour Minimum	\$106.00	
Marie Peterson Room w/Kitchen	Per Hour; 4-Hour Minimum	\$106.00	\$ 121.00
Non-Profit Groups	Per Hour; 4-Hour Minimum	\$91.00	
Marie Peterson Room w/o Kitchen	Per Hour; 4-Hour Minimum	\$95.00	\$ 110.00
Non-Profit Groups	Per Hour; 4-Hour Minimum	\$80.00	
Betty Weber Room & Butterfly Room	Per Hour; 1-Hour Minimum	\$84.00	\$ 99.00
Non-Profit Groups	Per Hour; 1-Hour Minimum	\$69.00	
Community Room w/o Kitchen, No Foo	Per Hour; 2-Hour Minimum	\$116.00	\$ 131.00
Non-Profit Groups	Per Hour; 2-Hour Minimum	\$101.00	
William M. Belloni Family Room	Per Hour; 2-Hour Minimum	\$85.00	\$ 100.00
Non-Profit Groups	Per Hour; 2-Hour Minimum	\$70.00	
Co-Sponsored Groups	Per Hour; 2-Hour Minimum	\$53.00	
Special Use Rentals		\$85.00	
<b>Extra Rental Fees</b>			
Portable Bar	Per Use, added to facility rental fee	\$61.00	
Coffee Pot	Per Use, added to facility rental fee	\$5.00	
Sound System	Per Use, added to facility rental fee	\$77.00	
Flip Chart with Paper/Markers	Per Use	\$12.00	
LCD Projector	Per Use	\$51.00	
Event Day Room Setup Adjustment	One Time	\$77.00	
LCD Displays	Per Use	\$20.50	
Portable Stage	One Time	\$102.00	
Projection Screens	Per Day/No Charge with Use of Projector	\$5.00	
Duplicate Permit Fee Retrieval Cost	Per Copy	\$25.50	
City Holiday Rental Surcharge	Per Hour (Added to hourly rental rate on City Holidays)	\$31.50	
<b>Westborough Park Building</b>		<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
Multi-Use/Activity Rooms w/Kitchen	Per Hour; 5-Hour Minimum	\$155.00	\$ 170
Non-Profit Groups	Per Hour; 5-Hour Minimum	\$140.00	

<b>PARKS AND RECREATION DEPARTMENT</b>			
Multi-Use Room w/Kitchen	Per Hour; 5-Hour Minimum	\$144.00	\$ 159
Non-Profit Groups	Per Hour; 5-Hour Minimum	\$129.00	
Activity Room w/Kitchen	Per Hour; 4-Hour Minimum.	\$122.00	\$ 137
Non-Profit Groups	Per Hour; 4-Hour Minimum	\$107.00	
<b>Joseph A. Fernekes Building</b>		<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
Multi Use Activity Room w/Kitchen	Per Hour; 5-hour Minimum	\$195.00	\$ 210.00
Non-Profit Groups		\$180.00	
<b>Extra Fees</b>			
Outside Gas Grill	Per day	\$102.00	\$ 102.00
<b>Terrabay Recreation Center*</b> Rates are for business meetings/seminars only		<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
Iris Room 1 and 2 w/Kitchen, Gym and Poppy Room	Per Hour; 3-Hour Minimum	\$177.00	\$ 192.00
Non-Profit Groups		\$162.00	
Iris Room 1 and 2 w/Kitchen and Poppy Room	Per Hour; 3-Hour Minimum	\$122.00	\$ 137.00
Non-Profit Groups		\$107.00	
Iris Room 1 and 2 w/Kitchen and Gym	Per Hour; 3-Hour Minimum.	\$132.00	\$ 147.00
Non-Profit Groups		\$117.00	
Iris Room 1 & 2 w/Kitchen	Per Hour; 3-Hour Minimum	\$95.00	\$ 110.00
Non-Profit Groups		\$80.00	
Gymnasium		\$106.00	\$ 121.00
Non-Profit Groups	Per Hour, 3-Hour Minimum	\$91.00	
Iris Room 1 and 2 w/o Kitchen*	Per Hour, 2-Hour Minimum	\$85.00	\$ 100.00
Non-Profit Groups		\$70.00	
Poppy Room w/o Kitchen*	Per Hour, 2-Hour Minimum	\$85.00	\$ 100.00
Non-Profit Groups		\$70.00	
Iris Room 1 with Kitchen	Per Hour, 2- Hour Minimum	\$80.00	\$ 95.00
Non-Profit Groups		\$65.00	
Iris Room 1 w/o Kitchen*	Per Hour, 2-Hour Minimum	\$74.00	\$ 89.00
Non-Profit Groups		\$59.00	
Iris Room 2 with Kitchen	Per Hour, 2-Hour Minimum	\$80.00	\$ 95.00
Non-Profit Groups		\$65.00	
Iris Room 2 w/o Kitchen*	Per Hour, 2-Hour Minimum	\$74.00	\$ 89.00
Non-Profit Groups		\$59.00	
<b>Reservation Deposit (deducted from total rental fee)</b>		<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
MSB Atrium and A/B	Per Rental	\$300.00	
MSB Social Hall	Per Rental	\$300.00	
Westborough Building	Per Rental	\$300.00	
Terrabay Recreation Center	Per Rental	\$300.00	



<b>PARKS AND RECREATION DEPARTMENT</b>			
Joseph Fernekes Building	Per Rental	\$300.00	
<b>Damage/Overtime/Clean-up Deposit (refundable if no violation)</b>		<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
MSB Atrium & A/B	Per Rental	\$350.00	
MSB Social Hall	Per Rental	\$500.00	
Westborough Building	Per Rental	\$350.00	
Terrabay Recreation Center	Per Rental	\$350.00	
Joseph Fernekes Building	Per Rental	\$350.00	
High Risk Event	Per Rental	\$500.00	
<b>Insurance (Subject to change from insurance company year to year) Per Event, depending on the facility and size of group</b>	*\$150.00 to \$300.00		
Group Set-up Charges Per Hour	Per Hour	\$80.00	\$80.00
Application Processing Fee	Non-refundable	\$85.00	
<b>Alcohol Surcharge:</b>			
Champagne		\$31.00	
Champagne & Wine		\$56.00	
Champagne/Wine/Beer		\$81.00	
Champagne/Wine/Beer/Mixed Drinks		\$106.00	
<b><u>Refunds</u></b>			
<i>With 60 days advance notice of cancellation, 50% of the deposit will be returned if the date can be resold. With 60 days or less advance</i>			
<b>Pre-School Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
<i>All fees are on an hourly basis, unless noted otherwise.</i>			
Non-Resident Class Fees	Per Session	<b>Add \$15.00</b>	
Class Supplies Fee	Sliding scale based on direct cost of class supplies.	\$0-\$83.00	
Animal Adventures		\$4.47	
Art Adventures with Parent & Me		\$5.11	
Claymagic		\$5.11	
Cooking		\$5.71	
Creative Dance		\$5.40	
Fantastic Family Fun		\$4.36	
Foreign Language		\$6.24	
Kinder Tot		\$5.23	
Kindergarten Readiness		\$5.88	
Mom's Gym		\$7.81	
Move with Music		\$5.40	
Pre-Ballet		\$7.58	
Pre-Gymnastic		\$5.99	
Pre-Karate		\$6.11	
Pre-Karate (2x/week)		\$4.31	

<b>PARKS AND RECREATION DEPARTMENT</b>			
Pre-School Fun		\$5.76	
Science Exploration		\$5.82	
Soccer Tots		\$6.17	
Storytime Adventures		\$4.54	
Terrific 3's		\$4.54	
Toddlergarten		\$3.30	
Tot Tapper		\$5.98	
Tumbling		\$5.98	
<b>Children's Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
<i>All fees are on an hourly basis, unless noted otherwise.</i>			
Non-Resident Class Fees	Per Session		<b>Add \$15.00</b>
Art Adventures		\$8.63	
Ballet		\$7.58	
Ballet Combo Class (3 days per week)		\$6.07	
Cheerleading		\$4.65	
Computers		\$12.00	
Cooking		\$6.00	
Creative Movement & Dance		\$5.11	
Drama		\$5.11	
Eskrima		\$5.76	
Exercise for Kids		\$5.44	
Fencing		\$9.58	
Gymnastics		\$6.34	
Irish Step Dancing		\$6.05	
Karate (2x/week)		\$3.58	
Keiki Hawaiian Dance		\$6.00	
Kenpo Eskrima		\$4.65	
Knitting for Kids		\$6.00	
Math Fun		\$6.24	
Mexican Folk Dance	Per session	\$23.97	
Painting & Drawing		\$8.41	
Rhythmic Gymnastics		\$5.64	
Summer Mini Camps (1/2 Day)		\$10.34	
Tap Dance		\$6.00	
Tap Dance, Semi-private		\$9.41	
Watercolor		\$8.41	
Writing Workshop		\$4.83	
<b>Adult Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
<i>All fees are on an hourly basis, unless noted otherwise.</i>			
Non-Resident Class Fees, Add	Per Session		<b>Add \$15.00</b>
Ballet		\$7.58	
Ballet Combo Class (3 days per week)		\$6.07	
Ballroom Dance (Tango, Salsa & Swing)		\$7.52	
Belly Dancing		\$6.58	
Cake Decorating		\$3.77	
Ceramics		\$7.58	
Color Analysis		\$5.40	

<b>PARKS AND RECREATION DEPARTMENT</b>			
Computers		\$7.22	
Cooking		\$12.15	
Country Dance		\$7.58	
Dog Training		\$15.53	
Drawing for Teens		\$8.41	
Dying for Crafters		\$3.71	
Eskrima		\$4.65	
Exercise		\$5.33	
Exercise Drop-In		\$3.00-15.00	
Fencing		\$9.58	
Flower Design		\$4.47	
Foreign Language		\$7.22	
Garden Workshop		\$4.47	
Ikebana		\$4.19	
Jewelry		\$4.77	
Karate (1x week)		\$5.60	
Karate (2x week)		\$4.61	
Kickboxing		\$4.99	
Knitting		\$4.47	
Line Dancing		\$4.23	
Mexican Folk Dance/Advanced		\$5.11	
Painting		\$8.41	
Polynesian Dance		\$6.24	
Quilting		\$4.23	
Sewing		\$6.24	
Step Aerobics		\$5.59	
Stretch & Tone		\$5.59	
Tai Chi Chuan		\$5.64	
Tap Dance		\$6.29	
Water Colors		\$8.41	
Yoga		\$6.29	
<b>Music Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
Guitar, Private		\$16.81	
Guitar, Group		\$7.81	
Mariachi Music		\$5.45	
Piano, Private		\$38.37	
Clarinet/Saxophone, Private		\$38.37	
Ukulele, Group		\$7.81	
Voice, Group		\$5.82	
Voice, Private		\$9.58	
<b>Tennis Classes</b>		<b>Resident</b>	<b>Non-Resident</b>
Non-Resident Class Fees,	Per Session		<b>Add \$15.00</b>
Private Lesson	Per person, per hour	\$39.63	
Semi-Private Lessons	Per person, per hour	\$28.88	
Pee Wee Tennis	Per Hour	\$7.21	

<b>PARKS AND RECREATION DEPARTMENT</b>			
Juniors Team Tennis		\$10.07	
<b>Other Services</b>		<b>Resident</b>	<b>Non-Resident</b>
<b>Contractual Classes Service Fee</b>	Sliding Scale based on program cost		\$5 - \$26
<b>Registration Processing Fee</b>		\$ 2.25	
<b>Community Garden Plot</b>	Annually	\$ 106.00	
<b>Artist Studio Fee</b>	Per Sq. Ft.	\$ 0.52	
<b>Adult Day Care Sliding Fee based on ability to pay</b>	*\$ 45.00 - \$60.00	\$ 46.00 - \$61.00	
<b>Special Event &amp; Recital Tickets</b>		\$ 5.00-12.50	
<b>Senior Meal - Senior Center</b>			
<b>Senior Meal - Senior Center</b>	Per Meal	\$ 6.00	
<b>Senior Transportation Donation (Sugges</b>	Per Ride (each way)	\$ 3.50	
<b>Seniors Program Field Trip Fee (Out of T</b>	Per Ride (each way), in addition to cost of fare	\$ 6.50	
<b>Drop-in Senior Class Fee</b>		\$5.00-10.00	
<b>Donate - A - Tree</b>	Per Tree	\$ 211.00	
<b>Residential Street Tree Maintenance</b>	Per Tree	\$ 105.00	
<b>Thanksgiving Fun Run:</b>			
Under 12 years old	Registration	Free	
Children 13-17 years old	Registration	\$ 6.00	
18 and older	Pre-Registration	\$21.00	
18 and older	Day of Event Registration	\$31.00	
<b>Halloween Haunted House</b>	Per Admission	\$ 6.00	
<b>Refundable Tree Planting Deposit</b>	Per Tree	\$ 350.00	
<b>Protected Tree Permit</b>	Per Tree	\$ 107.00	
<b>Wholesale Tree Purchase Pass-Through</b>	Per Tree	\$0 - \$500	
<b>Children's Classes Late Pick-up Fee</b>	Per Minute	\$6.00	
<b>Special Event Support Staff</b>	Per hour/per staff person	\$31.00	
<b>Mail Notices</b>	Per Parcel	\$0.80	
<b>Credit Card Transaction fees</b>	Per Transaction	2.2% of the amount	2.2% of the amount