

RESOLUTION NO. 2645

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHAFTER ESTABLISHING AN UPDATED SCHEDULE OF USER AND REGULATORY FEES

WHEREAS, the City Council establishes user and regulatory fees to offset all, or portions of, the costs of providing various services that are of special benefit to applicants or service recipients that are both separate and apart from the general benefit to the public; and

WHEREAS, on January 16, 2018, the City Council adopted Resolution 2570 repealing Resolution No. 05-1746 and Establishing an Updated Schedule of User and Regulatory Fees; and

WHEREAS, the City intends to periodically update fees based on direction provided in the Comprehensive User and Regulatory Fee Study, as part of the adoption of the existing fees, and feedback received subsequent to update of the City's existing fee schedule, and

WHEREAS, the City Council hereby finds that the comprehensive user and regulatory fee study prepared in 2018 and supporting documentation provides adequate evidence to conclude that the revised fees do not exceed the cost to provide the services for which the fees are charged; and

WHEREAS, the study identified several planning fees that recover less than fifty-percent (50%) of the City's cost of service. In these instances, the City Council desires to authorize the Administrative Services Director to make annual inflationary adjustments of 10% until said fees recover the City's cost of service. Once said fees reach the targeted recovery levels, the Administrative Services Director may annually update the fees based on the annual percentage change in the all-urban Consumer Price Index for Los Angeles, Riverside, Anaheim (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year; and

WHEREAS, the study identified that construction permit fees recover less than the City's cost of service. In these instances, the City Council desires to authorize the Administrative Services Director to make annual inflationary adjustments of 5% until said fees recover the City's cost of service. Once said fees reach the targeted recovery levels, the Administrative Services Director may annually update the fees based on the annual percentage change in CPI. If the CPI not change or goes down in a given year, no change shall be made to the fee schedule that year; and

WHEREAS, the City Council desires that annually the Administrative Services Director may increase various other fees in the schedule of fees based on the annual percentage change in CPI. If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year; and

WHEREAS, prior to adopting adjustments to fees, the City Council shall have the opportunity to review and consider said adjustments;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shafter, that:

SECTION 1. Each WHEREAS paragraph, set forth above, is hereby adopted as a specific finding of this City Council.

SECTION 2. The City Council hereby adopts the fees as set forth in attached Exhibit "A" and incorporated by this reference.

SECTION 3. This resolution shall become effective April 2, 2019. The fees imposed by this resolution shall go into effect on either April 3, 2019 or July 1, 2019, as outlined in the Table of Contents of Exhibit "A".


SECTION 4. The City Clerk shall certify to the passage and adoption of this resolution.

PASSED AND ADOPTED ON THIS 2nd DAY OF APRIL, 2019.



Gilbert T. Alvarado, Mayor

ATTEST:



Yazmina Pallares, City Clerk

CERTIFICATE OF GOVERNING BODY'S ACTION

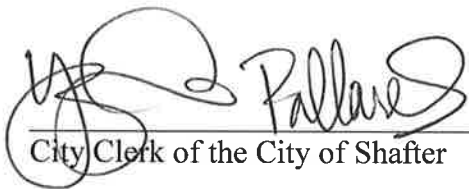
STATE OF CALIFORNIA)
) ss.
COUNTY OF KERN)

I, Yazmina Pallares, City Clerk of the City of Shafter, California, DO HEREBY CERTIFY that the above Resolution 2645, a Resolution of the City Council of the City of Shafter, was duly passed and adopted at a Regular Meeting held on the 2nd day of April 2019, by the following vote:

AYES: Alvarado, Garcia, Givens, and Prout.
NOES: None.
ABSENT: Lopez.
ABSTAINING: None.

DATED: April 2, 2019

(SEAL)



City Clerk of the City of Shafter

RESOLUTION 2645
EXHIBIT A
FEES
[Attached behind this page]

City of Shafter
MASTER FEE SCHEDULE
Adopted April 2, 2019

Services / Activities / Subject Matter	Effective Date	Page
Planning Services	July 1, 2019	1
Engineering & Encroachments	July 1, 2019	3
Construction Permits	July 1, 2019	5
Miscellaneous Utility Services	April 3, 2019	11
Park and Facility Rentals	April 3, 2019	12
Special Events	April 3, 2019	14
Police Services	April 3, 2019	15
Animal Licensing and Control Fees	April 3, 2019	16
Records / City Service & Resource Support	April 3, 2019	17
Administrative Services	April 3, 2019	18

City of Shafter

MASTER FEE SCHEDULE - Planning Services

#	Activity Description	Note	Fee	Charge Basis
1	Annexation		\$8,920	
2	Business License Application Review Fee (Initial Year Only)		\$30	
3	Sign Permit		\$289	
4	General Plan Amendment		\$4,373	
5	Zone Change		\$4,373	
6	Zone Variance		\$1,749	
7	Conditional Use Permit		\$2,624	
8	Density Bonus		\$2,624	
9	Temporary Land Use Permit			
	a) Temporary Occupancy Permit		\$743	
	b) Temporary Land Use Permit (Major)		\$1,399	
10	Land Review - Preliminary Site Plan Review			
	a) Commercial			
	i) Less than 1 Acre		\$4,985	
	ii) 1 - 5 Acres		\$6,559	
	iii) More than 5 Acres		\$8,045	
	b) Residential			
	i) Less than 1 Acre		\$5,334	
	ii) 1 - 5 Acres		\$6,734	
	iii) More than 5 Acres		\$8,220	
11	Final Development Plan - Staff Review			
	a) Commercial			
	i) 5 Acres or Less		\$1,399	
	ii) More than 5 Acres		\$2,711	
	b) Residential		\$1,224	
12	Architectural Review		\$245	
13	Tentative Tract Map			
	a) 100 Lots or Less		\$5,247	
	b) More than 100 Lots			
	i) Base Fee for the first 100 Lots		\$5,247	
	ii) Per Lot Fee for each additional lot		\$10	
14	Tentative Parcel Map (4 lots or less)		\$3,323	
15	Final Map Review		\$1,399	
16	Outside Service Fees Associated with Mapping and Dev Review (in addition to other fees in this schedule) Example: Survey Fees, City Engineer Fees			pass-through plus 25% city admin fee
17	Appeal		\$500	
18	Categorical Exemption Review		\$350	
19	Negative Declaration		\$4,897	
20	Mitigated Negative Declaration		\$6,646	
21	Environmental Impact Report			Actual Costs w/ \$10K deposit
22	Time Extension			
	a) Planning Commission Only		\$500	

City of Shafter
MASTER FEE SCHEDULE - Planning Services

#	Activity Description	Note	Fee	Charge Basis
	b) Planning Commission and Council		\$500	
23	Lot Line Adjustment		\$979	
24	Parcel Merger		\$979	
25	Parcel Map Waiver		\$979	
26	Land Use Contracts			
	a) Create Preserve		\$545	
	b) New Contract		\$578	
	c) Non-Renewal		\$700	
	d) Cancellation		\$1,530	
27	Specific Plan			
	a) Specific Plan		\$19,501	
	b) Specific Plan Amendment			
	i) Minor Amendment		\$3,498	
	ii) Major Amendment		\$12,156	
28	Change of Conditions of Approval		\$875	
29	Certificate of Compliance		\$525	
30	Home Occupation Permit		\$33	
31	Street Name / Name Change		\$1,574	
32	Developer Agreement Preparation		\$4,897	
33	Special Display Permit		\$33	
34	Removal of Deed Restriction on Real Property		\$175	

City of Shafter

MASTER FEE SCHEDULE - Engineering & Encroachments

#	Activity Description	Note	Fee	Charge Basis
1	Public Improvement - Plan Check & Inspection			
	a) Up to 20 Lots	[a]	5% of improvement cost	
	b) More than 20 Lots	[a]	3.5% of improvement cost	
2	Map Review		See Planning	
3	Grading Plan Check			
	a) First Five Acres		\$602	
	b) Each Additional Acre		\$36	
4	Special Study Review		T&M, plus 25% admin fee	
5	Encroachment Permit			
	a) Permit Processing / Application Intake Fee		\$73	
	b) Minor Encroachment			
	i) Plan Review, if required		\$73	
	ii) Inspection, if required		\$93	
	c) Major Encroachment	[b]		
	i) Plan Review, if required		\$301	
	ii) Inspection, if required		\$602	
	d) Expedited Requests (< 24 hours)		1.5x standard fee	
	e) Projects lasting more than 3 days or excavation of more than 100 LF or 400 SF / non-standard projects			
	i) Plan Review, if required		T&M, plus 25% admin fee	
	ii) Inspection, if required		T&M, plus 25% admin fee	
	iii) City Staff Hourly Billing, if required		\$151	per hour
6	Oversize Load Permit			
	a) One Day		\$16	
	b) Annual		\$90	
7	Industrial Sewer Discharge Application Fee		\$1,209	
8	Survey / Monument		T&M, plus 25% admin fee	
9	Special District Formation		T&M, plus 25% admin fee	
10	Reimbursement Agreement		T&M, plus 25% admin fee	
11	Easement		T&M, plus 25% admin fee	
12	Vacation		T&M, plus 25% admin fee	
13	Reversion to Acreage		T&M, plus 25% admin fee	
14	Development Agreement		T&M, plus 25% admin fee	
15	Well Permit			
	a) Well Construction	[c]	\$908	
	b) Well Destruction		\$452	
	c) Well Reconstruction	[c]	\$680	
	d) Each Additional Well Permit Design Review Required		\$519	each
16	Extension of Time		\$114	
17	Revisions			
	a) Reviewed/Inspected by Outside Service Provider			
	i) Outside Service Provider Fee		Time & Materials	

City of Shafter

MASTER FEE SCHEDULE - Engineering & Encroachments

#	Activity Description	Note	Fee	Charge Basis
	ii) City Staff Review		25% of vendor costs	
	b) Reviewed/Inspected by City Staff		\$151	per hour
18	Excessive Resubmittals (4th and Subsequent)			
	a) Reviewed/Inspected by Outside Service Provider			
	i) Outside Service Provider Fee		Time & Materials	
	ii) City Staff Review		25% of vendor costs	
	b) Reviewed/Inspected by City Staff		\$151	per hour
19	After Hours Inspections		\$187	per hr; 2 hr min.
20	Re-Inspection (3rd time or more) and missed inspection		\$151	each

Notes:

[a] Improvement cost based on engineer's estimate.

[b] Major encroachments are for projects requiring road closure, detour or significant traffic disruption, including temporary stops, putting City signals on flashing reds, work with flagging required, etc.

[c] Fee includes well permit design review (initial review). If additional reviews are needed, additional fees will apply per review.

[d] All fees include up to three plan checks and inspection and re-inspection. The City will bill hourly for additional plan review and inspections required.

City of Shafter

MASTER FEE SCHEDULE - Construction Permits

#	Activity Description	Note	Fee	Charge Basis
A. Payment of Fees				
Fees shall be paid in advance or at the time the fee is capable of calculation. Fees charged for additional work shall be paid prior to the commencement of the additional work for which a fee is assessed, prior to the issuance of a permit, or prior to approval of projects where a time and materials charge has been determined and additional fees have been calculated. Re-inspection fees shall be paid prior to the next succeeding called inspection.				
Exceptions: The Building Official may waive payment of additionally charged fees or re-inspection fees if it is determined that the delay or defect which necessitated special fees was occasioned without the fault or neglect of the permittee.				
B. Permit Issuance Fee				
For each building, relocation, demolition, plumbing, mechanical, electrical, electrical maintenance, grading, or mobile home site preparation permit application, there shall be a permit issuance fee. Permits may be combined on any project and one issuance fee charged.				
1	Permit Issuance Fee			
	a) Core Area		\$24	
	b) Outside of Core Area		\$57	
2	Permit Extension of Time		\$88	
3	Permit Fee Minimum			
	a) Core Area		\$66	
	b) Outside of Core Area		\$98	
C. Fee Refund Policy				
Written requests stating the reason for termination must be made within the time limitations for plan checking or start of construction or approved extensions thereof granted by the Department and established by the Building Official. Requests made after expiration of the time limits will not be valid and the fees will be retained by the City. If permit has been issued to applicant, the approved plans and job card must be returned to the department for cancellation along with the letter of request.				
1	Clerical Errors Fee Refund	[a]	\$0	
2	Project Termination by Written Request of the Applicant			
	a) Project Termination by Written Request - Prior to Plan Check	[b]	\$87	
	b) Project Termination by Written Request - After Plan Check	[c]	\$87	
D. Administrative Fees				
1	Penalty for Work Commenced Without a Permit (penalty fee is in addition to standard fees due for work commenced without a permit)	[d]	Equal to originally applicable fees	
2	Special Inspection/Investigation Fee	[e]		
	a) City Staff Costs		\$131	per hour
	b) Outside Firm / Agency Costs		actual cost	Time & Materials
3	Expungement of Recorded Notice of Building Code or Zoning Ordinance Violation	[f]		
	a) City Staff Costs		\$131	per hour
	b) Outside Firm / Agency Costs		actual cost	Time & Materials
4	Re-inspection / Missed Inspection Fee (for second and subsequent re-inspections necessitated by faulty or incomplete work or missed inspections) - each		\$98	each
5	Demolition Permit		\$36	
6	Change of Occupancy Fee	[g]	\$131	
7	Replacement of Plans / Job Card			
	a) Replacement of Job Copy of Approved Plans		\$131	
	b) Replacement of Inspection Record Card		\$33	
8	Change of Contractor, Architect, Owner Processing		\$88	

City of Shafter

MASTER FEE SCHEDULE - Construction Permits

#	Activity Description	Note	Fee	Charge Basis
9	Temporary Certificate of Occupancy		\$98	
10	Request / Research for Alternative Methods / Product Review		\$131	per hour
11	Moved or Damaged Building Permit - Moved or damaged building permit fees shall be calculated based upon the percentage of damage or the percentage of cost to repair the building. The square footage method of fee calculation shall be used to determine the amount of fee, in relation to the cost to construct a replacement building of similar use. A moved building shall be relocated under the same occupancy as is established under its current legal use. Proposed tenant improvements shall be valued and fees computed after the repairs to the building have been made.			
	a) Minimum percentage of damage		35%	of valuation
	b) Maximum percentage of damage		60%	of valuation
12	Appeals			
	a) To Board of Building Appeals of Decision by the Building Official		\$1,500	
	b) To City Council of Decision by the Board of Building Appeals		\$1,500	
13	Hourly Rate or Charges for inspection/research services. Includes work which requires a permit but for which fees are not otherwise provided.			
	a) City Staff Costs		\$131	per hour
	b) Outside Firm / Agency Costs			
	i) Outside Firm / Agency Costs		actual cost	Time & Materials
	ii) City Administrative Costs		35%	% of vendor costs
14	Special Inspection Registration		\$131	per inspector
	E. Plan Check Fees			
1	The total building permit fee, excluding the permit issuance fee, is composed of 1/3 plan check fee and 2/3 building inspection fee where the permit fee is determined by the percentage method of calculation.			
	Exceptions:			
	a) The 1/3 plan check fee shall be deleted when no plan is required. The total building permit fee, excluding the permit issuance fee, shall be 2/3 of the permit fee determined by the percentage method of calculation.			
	b) The plan check fee shall be reduced by 50%, or be equal to 1/6 of the building permit fee for a residential occupancy plan which is identical to a plan on which a permit has been issued within the previous six months. The total building permit fee, excluding the permit issuance fee, shall be 5/6 of the permit fee determined by the percentage method of calculation.			
	F. New Construction Permit Fee (Percentage Method of Calculation)			
1	New construction for which square footage-based valuation is available shall have permit fees based on the table listed below. Such fees shall include the plan check, building, electrical, mechanical, plumbing and strong motion instrumentation fees.			
	<u>Total Valuation</u>			
	\$1 to \$500,000		1.2%	% of valuation
	\$500,001 to \$1,000,000			
	a) first \$500,000 of valuation		\$6,000	base fee
	b) valuation in excess of \$500,000 up to and including \$1,000,000		0.9%	% of valuation
	\$1,000,001 or more			
	a) first \$1,000,000 of valuation		\$10,500	base fee
	b) valuation in excess of \$1,000,000		0.6%	% of valuation
2	Permit fees for factory built housing shall total 50% of the amounts listed above			

City of Shafter

MASTER FEE SCHEDULE - Construction Permits

#	Activity Description	Note	Fee	Charge Basis
3	In determining valuation for the purpose of computing building permit fees, costs per square foot for various types of structures, as published under the heading BUILDING VALUATION DATA in the most current International Code Council (ICC) valuation table, shall be used. Amounts shown shall be multiplied by a factor as shown below. The adjustment factor will effectively reduce the project valuation for fee setting purposes in order to establish a correlation between fees calculated and services provided. For occupancies and/or types not included within the Building Valuations Data, the Building Official may determine valuations based on similar occupancies and/or types of other most current construction data. If the project valuation calculated using the most current ICC valuation table, adjusted by the factor identified below, result in fees that are not congruent with the services provided, the Building Official is authorized to use older versions of ICC valuation in order to calculate the project valuation for fee setting purposes. The Building Official shall not use ICC data older than that found in March-April 2002 Building Standards.			
	Building Valuation Data Adjustment factor		Most current table * .65	
	Exception: Valuations for agricultural pole buildings (Engineered shade structures with dirt floors only and no work stations; pole footings are included, concrete flat work is exempted from calculation) are as follows:			
	a) 16 feet or less in height, per square foot		\$5	per square foot
	b) Over 16 feet in height, per square foot		\$8	per square foot
4	Strong Motion Instrumentation Fee			
	a) R-Occupancies		\$0.00013	per \$1 const. value
	b) All Other Buildings		\$0.00028	per \$1 const. value
5	Community Planning Fee		\$0.00172	per \$1 const. value
	G. Electrical Permit Fee Schedule (Itemized Method of Calculation)			
1	Permit issuance fee, each permit issued			
	a) Core Area		\$24	
	b) Outside of Core Area		\$57	
2	Services, each		\$33	
3	Alterations and Additions			
	a) Where no structural work is being done or where it is impractical to use the percentage method of calculation			
	i) Receptacles and lighting fixtures, each 10 or fraction thereof		\$33	
	ii) Multi-outlet assemblies (plug-mold, light track, etc.), each 20 feet or fraction thereof		\$33	
	b) For equipment rated in horsepower (HP), kilowatts (kW), or kilo-volt amps (kVA), the fee for each motor, transformer and/or appliance shall be:			
	i) 0 through 5		\$22	
	ii) 5.1 through 15		\$33	
	iii) 15.1 through 100		\$66	
	iv) 100.1 through 500		\$66	
	v) Over 500		\$66	
	Notes: For equipment or appliances that have more than one motor, heater, or combination of both, the sum of the combined ratings may be used to compute the fee. These fees shall include all switches, circuit breakers, contractors, relays and other directly related control equipment.			
4	Temporary Services			
	a) Temporary or construction services including pole or pedestal		\$33	
	b) Additional supporting poles, each		\$22	
	Miscellaneous			
5	Area lighting standards (over six feet in height)			

City of Shafter

MASTER FEE SCHEDULE - Construction Permits

#	Activity Description	Note	Fee	Charge Basis
	a) Up to and including ten on a site, each		\$22	
	b) Over ten on a site, each		\$11	
6	Temporary sale stands, Christmas tree lots, etc. (including service)		\$43	
7	Overhead line construction, poles and anchors, each (in addition to all other applicable fees in this schedule)		\$11	
8	Illuminated Sign - alteration of any existing sign, each		\$44	
9	Solar (Photovoltaic)			
	a) Solar (PV) less than 10kW		\$87	
	b) Solar (PV) greater than 10kW		\$87	
	c) Each additional string (<20)		\$11	
	H. Mechanical Permit Fee Schedule (Itemized Method of Calculation)			
1	Permit issuance fee, each permit issued			
	a) Core Area		\$24	
	b) Outside of Core Area		\$57	
2	For the installation or relocation of forced-air or gravity-type furnaces or burners, including ducts and vents attached to such appliances		\$55	
3	For the installation or relocation of combination heating/air conditioning units, including ducts and vents attached to such appliances		\$44	
4	For the installation or relocation of each suspended heater, wall heater, floor mounted unit heater, or floor furnace (no ducts)		\$33	
5	For the installation or relocation of each appliance vent installed and not included in an appliance permit		\$15	
6	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, comfort cooling unit, absorption unit, or each comfort heating, cooling, absorption, or evaporative cooling system, including installation of controls.		\$15	
7	For the installation or relocation of boilers or compressors		\$55	
8	For the installation or relocation of absorption system (Note: This fee shall not apply to air handling unit which is a portion of a factory-assembled appliance, comfort cooling unit, evaporative cooler or absorption unit for which a permit is required.)		\$55	
9	For each air handling unit up to and including 10,000 cubic feet per minute, including ducts attached thereto (Note: This fee shall not apply to air handling unit which is a portion of a factory-assembled appliance, comfort cooling unit, evaporative cooler or absorption unit for which a permit is required.)		\$44	
10	For each air handling unit over 10,000 cubic feet per minute		\$44	
11	For each evaporative cooler other than portable type		\$22	
12	For each ventilation fan connected to a single duct		\$15	
13	For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit		\$15	
14	For the installation of each commercial hood which is served by mechanical exhaust, including the ducts for such hood		\$121	
15	For Installation or relocation of freestanding fireplace, including vent		\$66	
16	For Installation or relocation of each commercial or industrial type incinerator		\$66	
17	For each appliance or piece of equipment not classed in other appliance categories, or for which no other fee is listed in this schedule		\$66	
18	Mechanical Change-Out			
	a) Condenser Only		\$55	
	b) Furnace Only		\$55	
	c) Other Equipment		\$66	

City of Shafter

MASTER FEE SCHEDULE - Construction Permits

#	Activity Description	Note	Fee	Charge Basis
	d) Packaged Unit		\$55	
	e) Repair / Alteration		\$15	
	f) Split-System		\$98	
	<u>I. Plumbing Permit Fee Schedule (Itemized Method of Calculation)</u>			
1	Permit issuance fee, each permit issued			
	a) Core Area		\$24	
	b) Outside of Core Area		\$57	
2	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and back-flow protection therefore)		\$22	
3	For each building, mobile home, commercial coach or manufactured house sewer		\$44	
4	For rain water systems, each drain (inside building)		\$22	
5	For each water heater or vent		\$18	
6	For gas-piping system outlet			
	a) First		\$22	
	b) each additional, per outlet		\$11	
7	For each grease interceptor or industrial waste pre-treatment interceptor, including its trap, vent, and traffic slab		\$44	
8	For installation, alteration, or repair of water piping and/or water treating equipment, each fixture		\$22	
9	For repair or alteration of drainage or vent piping, per fixture or unit		\$22	
10	For each vacuum breaker or back-flow protective device		\$15	
11	For each water service		\$33	
12	For each outlet not serving a fixture, each outlet		\$11	
13	For each private sewage disposal system consisting of one septic tank, seepage pit, cesspool, or drain line			
	a) First		\$66	
	b) each additional		\$33	
14	For any change or repair to existing septic tank, seepage pit, or drain line		\$66	
15	For the abandonment of septic systems		\$44	
16	For each graywater system		\$44	
17	Solar (Thermal)		\$44	
	<u>J. Special / Miscellaneous Permits</u>			
1	Permit issuance fee, each permit issued			
	a) Core Area		\$24	
	b) Outside of Core Area		\$57	
2	Awning / Canopy (Supported by Building)		\$197	
3	Balcony Addition		\$263	
4	Block/Retaining Wall			
	a) Block Wall - First 100 LF		\$98	
	b) Block Wall - Each Add'l 50 LF		\$11	
	c) Retaining / Combination Wall - Each 50 LF		\$11	
5	Commercial Coach / Temporary Trailer Installation		\$164	
6	Disabled Access Compliance Inspection		\$131	per hour
7	Fence			

City of Shafter

MASTER FEE SCHEDULE - Construction Permits

#	Activity Description	Note	Fee	Charge Basis
	a) Fence - First 100 LF		\$98	
	b) Fence - Each Additional 50 LF		\$11	
8	Fireplace - Masonry		\$328	
9	Patio Cover / Covered Porch / Lattice			
	a) Standard, Open, Pre-Engineered (First)		\$164	
	b) Standard, Enclosed, Pre-Engineered (First)		\$263	
	c) Special Design (First)		\$164	
	d) Each Additional		\$66	
10	Pool / Spa			
	a) Swimming Pool / Spa		\$263	
	b) Detached Spa / Water Feature		\$164	
	c) Gunite Alteration		\$263	
	d) Equipment Changeout Alone		\$98	
11	Re-roof - Residential			
	a) Re-Roof - Up to 2,000 SF		\$66	
	b) Re-Roof - Each Additional 1,000 SF		\$11	
12	Sign			
	a) Monument Sign - First		\$164	
	b) Monument Sign - Each Additional		\$33	
	c) Wall/Awning Sign - First		\$98	
	d) Wall/Awning Sign - Each Additional		\$44	
13	Storage Racks			
	a) Storage Racks - First 100 LF		\$131	
	b) Storage Racks - Each Additional 100 LF		\$11	
14	Stucco Application			
	a) Stucco Application - First 500 SF		\$88	
	b) Stucco Application - Each Additional 500 SF		\$11	
15	Foundation Only Permits (minimum)		\$197	
16	Window Replacement			
	a) Window Replacement - Up to 5 Windows		\$66	
	b) Window Replacement - Each Additional Window		\$11	

Notes:

* Core Area is area within City limits North of Riverside Street and West of Cherry Avenue.

[a] Clerical errors on the part of the City, resulting in overpayment. Refund, in full, fees paid that exceed the true and correct fee.

[b] Request prior to any plan checking or other work being done by the department. Refund of fees paid, including plan check fees, but less the issuance, the processing and strong motion instrumentation fees.

[c] Request any time after plan check by the department has started, but prior to start of construction. Refund of fees paid, less all plan check fees and less the issuance, the processing and strong motion instrumentation fees.

[d] For work commenced without a permit applicant shall pay penalty fee, plus any originally required fees for work (i.e. applicant will pay 2x original fees for commencing work without a permit).

[e] For inspection, investigation and research of any work done without benefit of required permits or any land use not in compliance with any City Ordinances. This charge may also include file preparation, consulting, and any applicable administrative costs. Also applies to any special inspection/investigation at the request of the public.

[f] Expungement of Recorded Notice of Building Code or Zoning Ordinance violation. This charge shall include all file preparation, investigation, consulting, administrative, recordation, public hearing, and any other costs associated with the processing and correction of the violation.

[g] For the survey of a structure to determine what changes must be made to qualify a building for desired type of occupancy (including garage conversion).

City of Shafter

MASTER FEE SCHEDULE - Miscellaneous Utility Services

#	Activity Description	Note	Fee	Charge Basis
1	Water Delinquent Turn On/Off		\$35	each
2	Utility Sign-up Service		\$20	per request
3	Lost Utility Bill Replacement		\$5	per request
4	Temporary Fire Hydrant Water Service			
	a) Initial Set Up		\$60	per meter
	b) Disconnect		\$60	per meter
	c) Meter Security Deposit		\$1,000	per meter
	d) Monthly Water Service Fee			
	i) Fixed Monthly Water Service Fee	see approved rate schedule		
	ii) Standard Usage Rate	see approved rate schedule		
	iii) Supplemental Usage Rate	see approved rate schedule		
5	Cut Lock Fee		\$135	per occurrence
6	Meter Tampering Fee/Broken Valve			
	a) Materials Replacement Costs / Vendor Service Costs		Actual Costs	time & materials
	b) Hourly Rate for City Services			
	i) Normal Hours		\$88	per hour
	ii) After Hours		\$125	per hour
7	After Hours Turn On/Turn Off		\$125	per request
8	Excessive On/Off Request - Normal Hours		\$52	beg w/ 3rd in 24 hrs
9	Refuse Bin Replacement / Add'l Bin Fee		\$125	each
10	Water Theft Fee			
	a) Theft from Fire Hydrant		\$500	per occurrence
	b) Other			
	i) First Offense		\$150	per occurrence
	ii) Second and Each Additional Offense in a 12-month period		\$500	per occurrence

City of Shafter

MASTER FEE SCHEDULE - Park and Facility Rentals

#	Activity Description	Note	Fee	Charge Basis
Reservation of Covered / Uncovered Space				
1	Covered Space			
	a) Shafter Community-Based Non-Profit Organization/Resident	[a]		
	i) Minimum Fee (includes up to 2 hours)		\$30	minimum fee
	ii) Per hour for each additional hour (2 add'l hours maximum)		\$10	2 hour maximum
	iii) Maximum Fee (4 hours)		\$50	maximum fee
	b) All Others (e.g. Non-Resident / Commercial)			
	i) Minimum Fee (includes up to 2 hours)		\$60	minimum fee
	ii) Per hour for each additional hour (2 add'l hours maximum)		\$20	2 hour maximum
	iii) Maximum Fee (4 hours)		\$100	maximum fee
2	Uncovered Space			
	a) Shafter Community-Based Non-Profit Organization/Resident	[a]		
	i) Minimum Fee (includes up to 2 hours)		\$20	minimum fee
	ii) Per hour for each additional hour (2 add'l hours maximum)		\$5	2 hour maximum
	iii) Maximum Fee (4 hours)		\$30	maximum fee
	b) All Others (e.g. Non-Resident / Commercial)			
	i) Minimum Fee (includes up to 2 hours)		\$40	minimum fee
	ii) Per hour for each additional hour (2 add'l hours maximum)		\$10	2 hour maximum
	iii) Maximum Fee (4 hours)		\$60	maximum fee
3	Water Key Deposit		\$25	refundable deposit
Reservation of Sports Field				
4	Sports Field Reservation - Without Lights			
	a) Local Non-Profit Youth Sports Organization	[a]		
	i) Monthly Fee		\$50	per month
	b) Shafter Community-Based Non-Profit Organization/Resident	[a]		
	i) Minimum Fee (includes up to 4 hours)		\$20	minimum fee
	ii) Per hour for each additional hour (4 add'l hours maximum)		\$5	4 hour maximum
	iii) Maximum Fee (4 hours)		\$40	maximum fee
	c) All Others (e.g. Non-Resident / Commercial)			
	i) Minimum Fee (includes up to 4 hours)		\$40	minimum fee
	ii) Per hour for each additional hour (4 add'l hours maximum)		\$10	4 hour maximum
	iii) Maximum Fee (4 hours)		\$80	maximum fee
5	Sports Field Lighting, if Requested			
	a) Local Non-Profit Youth Sports Organization	[a]	No Charge	
	b) Shafter Community-Based Non-Profit Organization/Resident	[a]	\$10	per hour
	c) All Others (e.g. Non-Resident / Commercial)		\$20	per hour
City Facility Rentals				
6	Veterans Building			
	a) Local Veteran Association, local Veterans Service Organization, or local Non-profit Veteran Service Agencies Organization or resident Individual Veteran	[a] [d]		
	i) Reservation Application Processing Fee	[e]	\$25	non-refundable
	ii) Security Deposit	[b]	\$350	per event w/ alcohol

City of Shafter

MASTER FEE SCHEDULE - Park and Facility Rentals

#	Activity Description	Note	Fee	Charge Basis
	iii) Building Rental Fee		No Charge	
	iv) Kitchen Rental		No Charge	
	v) Security Guards, if required		contract rate	per hour
	vi) Special Event Insurance Quote, if requested	[c]	\$30	per event
b)	Shafter Community-Based Non-Profit Organization	[a]		
	i) Reservation Application Processing Fee	[e]	\$25	non-refundable
	ii) Security Deposit	[b]	\$350	per event w/ alcohol
	iii) Building Rental Fee		No Charge	
	iv) Kitchen Rental		No Charge	
	v) Security Guards, if required		contract rate	per hour
	vi) Special Event Insurance Quote, if requested	[c]	\$30	per event
c)	All Others			
	i) Reservation Application Processing Fee		\$25	non-refundable
	ii) Security Deposit		\$350	refundable
	iii) Building Rental Fee			
	a) Per hour fee, for first six hours (2 hour minimum)		\$50	per hour; 2 hr minimum
	b) Fee per additional hour		\$30	per hour
	iv) Kitchen Rental			
	a) On-site Serving		incl'd in rental	
	b) Off-site Serving, per hour		\$50	per hour; 2 hr minimum
	v) Security Guard		contract rate	per hour
	vi) Special Event Insurance Quote, if requested	[c]	\$30	per event
7	Other City Locations (e.g. City Training Room, City Hall Conference Room)			
	a) Shafter Community-Based Non-Profit Organization/Resident	[a]		
	i) Reservation Application Processing Fee		\$25	non-refundable
	ii) Security Deposit		\$350	refundable
	iii) Building Rental Fee, per hour (2 hour minimum)		\$25	per hour; 2 hr minimum
	iv) Security Guards, if required		contract rate	per hour
	v) Special Event Insurance Quote, if requested	[c]	\$30	per event
	b) All Others (e.g. Non-Resident / Commercial)			
	i) Reservation Application Processing Fee		\$50	non-refundable
	ii) Security Deposit		\$500	refundable
	iii) Building Rental Fee, per hour (2 hour minimum)		\$50	per hour; 2 hr minimum
	iv) Security Guards, if required		contract rate	per hour
	v) Special Event Insurance Quote, if requested	[c]	\$30	per event

Notes:

[a] Local status is determined by the address of registration with the IRS or Secretary of State for an organization or primary residence of an individual and must be an address within the Shafter City limits.

[b] Initial security deposit is only required if alcohol is served at the event, regardless renter/user is always responsible for any damage or cleanup costs incurred.

[c] Fee shown is for the cost of obtaining the quote. The actual charge for the insurance premium will be in addition to the fee to quote (i.e. total cost is quote fee plus actual premium cost).

[d] Applicant must be a Veteran Association, Veterans Service Organization, or Non-profit Veteran Service Agencies Organization using the facility for the purposes of official meetings or events or an Individual Veteran, when using the facility for a direct veteran: advocacy, honoring, celebrating, or similar.

[e] Recurring reservations submitted on one application are subject to only one application and processing fee.

City of Shafter

MASTER FEE SCHEDULE - Special Events

#	Activity Description	Note	Fee	Charge Basis
1	Special Event Permit			
	a) Application Review and Processing Fee			
	i) City Sponsored Event/Shafter Community-Based Non-Profit Organization/Resident	[a] [b]	\$25	per application
	ii) Non-Local Non-Profit Organization		\$50	per application
	iii) All Others		\$150	per application
	b) City Resource Support (Event Planning Support), if required		\$74	per hour
	c) Special Service Requests for City Staff, if required (e.g. barricade setup, police services)		overtime rate	per hour
	d) Applicable Permit Fees for Construction, Traffic Control, if required		see fee schedule	
	e) Business License, if required		business license fee	
	f) Special Event Insurance Quote	[c]	\$30	
	g) Deposit for use of City Equipment	[b]	\$350	refundable deposit

Notes:

[a] Local status is determined by the address of registration with the IRS or Secretary of State for an organization or primary residence of an individual and must be an address within the Shafter City limits.

[b] For local, non-profit, and non-religious entities with an event that is free to attend and open to the community, the City will provide, upon request and subject to availability: city-owned light plants, generators, cones, and barricades for use during the event. All such equipment must be set up, maintained, and removed by City employees exclusively. No initial security deposit is required.

[c] Fee shown is for the cost of obtaining the quote. The actual charge for the insurance premium will be in addition to the fee to quote (i.e. total cost is quote fee plus actual premium cost).

City of Shafter
MASTER FEE SCHEDULE - Police Services

#	Activity Description	Note	Fee	Charge Basis
1	Police Report		\$20	each
2	Fingerprinting		\$25	each
3	Clearance Letter		\$25	each
4	Citation Sign-off Fee		\$10	each
5	Vehicle Repossession Fee	[a]	\$15	each
6	Vehicle Impound / Tow / Release		\$156	each
7	Vehicle Abatement - Public Property		\$156	each
8	Vehicle Abatement - Private Property		\$156	each
9	Vehicle Inspection Service		\$21	each
10	Dance Permit		\$52	each
11	Concealed Weapon Permit			
	a) Initial Application		\$100	each
	b) Renewal		\$25	each
	c) Amended License		\$10	each
12	False Alarm Response			
	a) First (within a 12-month period)		\$0	each
	b) Second (within a 12-month period)		\$0	each
	c) Third and Each Subsequent (within a 12-month period)		\$150	each
13	Special Requests for Police Services		overtime rate	each

[a] CA Government Code Sec. 41612.

City of Shafter

MASTER FEE SCHEDULE - Animal Licensing and Control Fees

#	Activity Description	Note	Fee	Charge Basis
Dog License Fees				
1	Natural Dog			
	a) One Year Option		\$35	
	b) Two Year Option		\$65	
	c) Three Year Option		\$100	
2	Altered Dog			
	a) One Year Option		\$15	
	b) Two Year Option		\$20	
	c) Three Year Option		\$30	
3	Service Dog License		\$0	
4	Delinquent Penalty		\$52	
5	Lost Tag Replacement		\$5	
6	Dangerous Animal		\$125	
Impound Fees				
7	Licensed Animal			
	a) Unaltered First Impound		\$25	
	b) Altered First Impound		\$15	
	c) Second Impound		\$80	
	d) Third Impound and Subsequent Impounds		\$160	
8	Unlicensed Animal			
	a) First Impound		\$40	
	b) Second Impound		\$80	
	c) Third Impound and Subsequent Impounds		\$160	
9	Dangerous Animals			
	a) First Impound		\$100	
	b) Second Impound		\$200	
	c) Third Impound and Subsequent Impounds		\$400	
Impound Fine for Nonspayed or Unneutered Animal				
10	First Impound	[a]	\$35	
11	Second Impound	[a]	\$50	
12	Third Impound and Subsequent Impounds	[a]	\$100	
Care and Feeding Per Day				
13	Up to 100 lbs		\$15	
14	Over 100 lbs		\$25	
15	Female Dog in Season		\$20	
Owner Surrender Animals				
16	Healthy Delivered to Shelter		\$20	
17	Euthanized Delivered		\$45	
18	Picked Up		\$55	
Adoption				
19	Dog		\$75	
20	Cat		\$40	
Animal Trap Rental Fees				
21	Rental Deposit		\$65	
22	Per Day Rental Fee		No Charge	
23	Reclaiming Trap		\$100	

Notes:

[a] Food and Agriculture Code Sections 30804.7 and 31751.7. These amounts are in addition to impound fees.

City of Shafter

MASTER FEE SCHEDULE - Records / City Service & Resource Support

#	Activity Description	Note	Fee	Charge Basis
1	General Copying (Public Records)			
	a) 8.5 x 11" (letter) or 8.5 x 14" (legal)		\$0.20	per page
	b) 11 x 17"		\$0.20	per page
	c) Oversize / All Others			
	i) Materials Costs		actual cost	time & materials
	ii) Outside Service Costs		actual cost	time & materials
	iii) City Staff Costs		\$74	per hour; 15-min increment
2	Electronic Public Records			
	a) Records Currently Stored Electronically			
	i) City Staff Costs		\$74	per hour; 15-min increment
	b) Documents Scanned for Email			
	i) City Staff Costs		\$74	per hour; 15-min increment
	c) Documents Requiring Formatting, Programming, Development, etc.			
	i) Materials Costs	[a]	actual cost	time & materials
	ii) Outside Service Costs		actual cost	time & materials
	iii) City Staff Costs		\$74	per hour; 15-min increment
3	Audio / Digital Media Public Records			
	a) Materials Costs	[a]	actual cost	time & materials
	b) Outside Service Costs		actual cost	time & materials
	c) City Staff Costs		\$74	per hour; 15-min increment
4	Mailing Public Records		actual cost	envelope, postage, etc.
5	Document Certification / Notary		\$15	per request
6	Use of City Resources for Shafter Community-Based Non-Profit Organization			
	a) Use of Printer / Copier			
	i) Black & White		\$0.03	per 8.5" x 11" image
	ii) Color		\$0.07	per 8.5" x 11" image
	iii) Poster Printing		\$0.48	per square foot
	iv) Materials Cost (e.g. Paper provided by the City)		actual cost	time & materials
	b) City Staff Assistance with Design & Printing, Website/Electronic Advertising, Special Event Planning Coordination			
	i) Basic	[b]	No Charge	
	ii) Intermediate	[c]	\$25	per file
	iii) Advanced	[d]	\$74	per hour

Notes:

[a] e.g. storage device

[b] Files are supplied to staff member electronically or physically 100% complete and ready to print. Staff assistance is limited to sending electronic files to copier/printer. Requesting party is onsite to offload printer.

[c] Files are supplied to staff member electronically or physically 100% complete and ready to print. Some additional services may be requested and are fulfilled by City Staff. Can include mail merge/envelope printing, cutting, folding, ordering paper. Services for collating, sorting, or adhering posters to poster boards are no longer offered.

[d] Any design work or updating of text.

City of Shafter
MASTER FEE SCHEDULE - Administrative Services

#	Activity Description	Note	Fee	Charge Basis
1	Credit Reference		\$20	per request
2	Returned Check Fee			
	a) First Check	[a]	\$25	each
	b) Each Additional Check	[a]	\$35	each
3	EFT/ACH Return/Error		\$25	each
4	W-2 Duplicate		\$20	per request
5	Paycheck Stub Duplicate		\$5	per request
6	Wage Garnishment Fee	[b]	\$1.50	each; per pay period

Notes:

[a] CA Civil Code Sec 1719

[b] CA Family Code Sec 5235(d)