

REPORT TO CITY COUNCIL

DATE: MARCH 22, 2017

TO: HONORABLE MAYOR, MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER *GR*

BY: NATHAN HAMBURGER, ASSISTANT CITY MANAGER *NH*
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SUBJECT: ADOPTION AND AMENDMENT OF CITY'S USER FEES CONDUCT A PUBLIC HEARING AND CONSIDER THE ADOPTION OF RESOLUTION 17-1842 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, ADOPTING A CITY-WIDE COMPREHENSIVE USER FEE STUDY, ADOPTING A COMPREHENSIVE FEE SCHEDULE AND AMENDING FEES AND CHARGES FOR SERVICES RENDERED IN RELATION TO BUSINESS LICENSE ADMINISTRATION, BUILDING AND SAFETY, CITY CLERK, ENGINEERING, FILM, AND PLANNING DIVISIONS

The California Government Code allows cities to recover all or a portion of the cost of providing exchange-based services through the application of fees. At the City Council meeting on July 13, 2016, staff was authorized to begin a user fee study to review the City's existing fee structure, to insure that the City was charging fair and reasonable fees for service, while recuperating costs to perform these tasks specifically related to our planning, engineering, building and safety, film permitting and business license tasks. The last fee study was conducted and implemented in June, 2012. The selected consultant, MGT of America, Inc., met with various staff to discuss and review the time and resources involved in processing various permits, reviews, or documents. Once this data was compiled, a cost-recovery formula was utilized to determine the cost of the development and user fees (collectively "User Fees") that are charged for various services. Typically, a 100% cost-recovery fee is proposed to ensure that the City can continue to operate in a cost effective manner. In certain cases, although only a few, a fee is proposed to be reduced as a means to encourage individuals to obtain the proper permits or inspections (such as when installing a new water heater in a home). The fees proposed to be collected at less than 100% are shown in the attached City of Agoura Hills Development and User Fee Study Report ("User Fee Study"). Due to the fact that Agoura Hills is a true contract city, any contractual fees related to services rendered are charged at the same rate as the City pays.

Staff in all departments have evaluated and updated the User Fee Study to include revisions necessary based on current costs of services provided. The methodology

employed to determine the City's cost of the services it provides consisted of:

- Calculating the fully-burdened employee cost per hour, which consists of an employee's full salary and benefits, plus total overhead; and
- Conducting a "time survey" to determine the position(s) and time required to provide each service. Times were based on minutes spent for each service and reflect an average for each fee.

Attachment A of this Staff Report contains the User Fee Study, which details the type of fee, the full cost of providing the service related to that fee, the current fee, and the recommended fee. The attached User Fee Study provides the current fees and the recommended update. The detail of the fee calculation is available in a separate Appendix, entitled "[Appendix to the Development and User Fee Study Report]" which is technically a part of the User Fee Study, but due to the sheer size of the Appendix (310 pages), is available at the City Clerk's Office.

While 100% cost recovery is generally recommended, there are instances when a lower recovery amount may be considered. For instance, certain recreation program fees may be set at a lower cost recovery amount to encourage participation to achieve other important policy considerations. In other instances, certain fees are capped by state or federal statutes.

The Business License fee was reviewed as part of the fee study and is being recommended for a cost recovery slightly below 100%. Although the study recommended that the fee be set at \$77, staff felt that a fee of \$69 seemed reasonable and was consistent with the City's efforts to assist local businesses, when possible. This fee was last adjusted to \$65 during the 2012 fee study, and staff recommends that we increase it only slightly, specifically when the costs remain one of the lowest in the entire region.

Although other public agencies operate with different staff and resources on various permits and services, staff felt it prudent to cross check the proposed fees with our survey cities, as well as those in our region. Where like services are rendered, the fees proposed are similar in amount compared to those of other cities.

When creating the proposed Fiscal Year 2017-18 budget, staff will incorporate the new fees, using conservative estimates in the revenue projections. Finance staff will monitor incoming revenues and report back to the City Council during the mid-year budget review period.

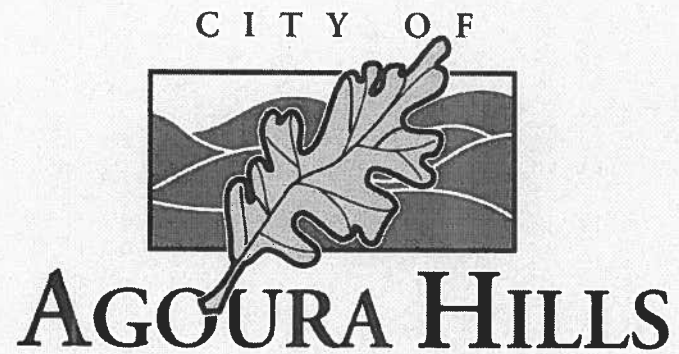
If Council votes to approve Resolution No. 17-1842, the effective date of the fees would be sixty (60) calendar days after approval of the Resolution - May 22, 2017.

RECOMMENDATION

Staff respectfully recommends the City Council Adopt Resolution No. 17-1842.

Attachments:

- (A) Resolution 17-1842, [A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, ADOPTING A CITY-WIDE COMPREHENSIVE USER FEE STUDY, ADOPTING A COMPREHENSIVE FEE SCHEDULE AND AMENDING FEES AND CHARGES FOR SERVICES RENDERED IN RELATION TO BUSINESS LICENSE ADMINISTRATION, BUILDING AND SAFETY, CITY CLERK, ENGINEERING, FILM, AND PLANNING DIVISIONS]
- (B) City of Agoura Hills Development and User Fee Study Report
- (C) Appendix to Development and User Fee Study Report



City of Agoura Hills

Development and User Fee Study Report

February 24, 2017



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Sacramento, CA 95815

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EXECUTIVE SUMMARY

Introduction

MGT of America (MGT) is pleased to present the City of Agoura Hills (City) with this summary of user fee findings for the City's user fee related departments.

The City has not undertaken a comprehensive analysis of its user fees since 2012. Since that time fees have largely remained unchanged. The City is now interested in knowing the current full cost of its various services and exploring the options of modifying fees to better reflect Council priorities. In 2016, the City contracted with MGT to perform this review using fiscal year 2016/17 budget figures, staffing and operational information. MGT was also tasked with recommending fee adjustments based on industry best-practices.

This report is the culmination of the past seven months of work between MGT and City management and staff. MGT would like to take this opportunity to acknowledge all who participated on this project for their efforts and coordination. Their responsiveness and continued interest in the outcome of this study contributed greatly to the success of this study.

Study Scope and Objectives

This study included a review of fee-for-service activities within the following areas:

- Business License Administration Fee
- Building and Safety
- City Clerk
- Engineering
- Film
- Planning

The study was performed under the general direction of the City's Finance department with the participation of representatives from each division. The primary goals of the study were to:

- ❖ Determine what it costs the City to provide various development fee-related services.

- ❖ Recommend fee adjustments based on full cost analysis and industry best practices.
- ❖ Develop revenue projections based on recommended increases (or decreases) to fees.
- ❖ Provide user fee models and templates to City staff enabling staff to update the study results in future years and incorporate new fees as they occur.

The information summarized in this report addresses each of these issues and provides City management with the tools necessary to make informed decisions about any proposed fee adjustments and the resulting impact on revenues.

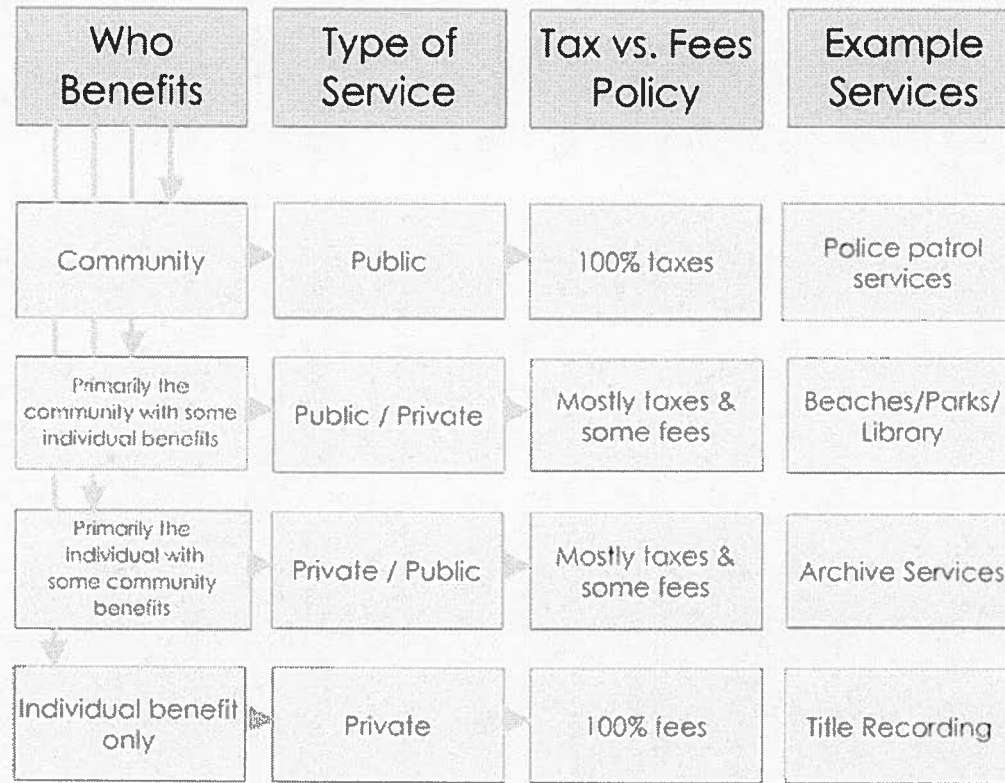
The following is a list of legal, economic and policy issues that governmental agencies typically take into consideration when determining cost recovery levels.

- ❖ **State Law** – In California user fees are limited to the “estimated reasonable cost of providing a service” by Government Code section 66014(a) and other supplementary legislation. Proposition 26 was approved by California voters in November of 2010 and clarified which charges are considered user fees and which are considered taxes. The significance of this distinction is that user fees may be raised by Council action up to the limit of actual cost, whereas taxes may not be increased without a majority vote of the public. None of the fee adjustments recommended by MGT are considered taxes per Proposition 26 guidelines.
- ❖ **Economic barriers** - It may be a desired policy to establish fees at a level that permits lower income groups to use services that they might not otherwise be able to afford.
- ❖ **Community benefit** - If a user fee service benefits the community as a whole to some extent, it may be appropriate to subsidize a portion of the fee.
- ❖ **Private benefit** – If a user fee primarily benefits the fee payer, the fee is typically set at, or close to 100% full cost recovery. Development-related fees generally fall into this category, however exceptions are sometimes made for services such as appeal fees or fees charged exclusively to small residential applicants.
- ❖ **Managing demand** - Elasticity of demand is a factor in pricing certain city services; increasing the price may result in a reduction of demand for those services, and vice versa. However, for most fees studied within the report, demand is highly inelastic.
- ❖ **Incentives** – Fees can be set low to encourage participation in a service, such as water heater permitting or photo-voltaic installations.

- ❖ **Disincentives** – Penalties can be instituted to discourage undesirable behavior. Examples include fines for constructing without a building permit.

The flow chart below helps illustrate the economic and policy considerations listed above.

DECISION-MAKING FLOW CHART



Methodology

The standard approach for analyzing the cost of providing fee-related services is commonly referred to as a “bottom up” approach. The bottom up approach was used to analyze all of Agoura Hills’ user fees. A general description of the “bottom up” approach is as follows:

1. Identify all direct staff time spent on the fee related activity or service

MGT conducted a series of meetings with staff from each division to identify every employee, by classification, who performs work directly in support of fee related services. Direct staff costs are incurred by employees who are “on the front line” and most visible to the customers (e.g. inspectors, plan reviewers, etc.). Once all direct staff were identified, subject matter experts for each section estimated how much time those employees spend, on average, performing each particular fee service.

Developing time estimates for fee related services can be challenging and departments should be commended for the time and effort they put into this. Although MGT provided departments with templates and other tools to assist them in developing average or “typical” time estimates, these calculations were necessarily developed by the subject matter experts within each fee area.

2. Calculate direct cost of the staff time for each fee using productive hourly rates

“Productive hours” means the time staff are in their office or in the field actively performing plan check or inspection services. A full-time City employee typically has 2,080 paid hours per year (40 hours x 52 weeks). However, cost studies reduce this number to account for non-productive hours (sick leave, vacation, holidays, training days, meetings, etc.). MGT calculates the productive hourly rate for each staff classification by dividing annual salary and benefits by annual productive hour figures. The average productive hours for the City’s development staff is 1,636 per year.

3. Determine indirect or “overhead” costs

Generally there are two types of indirect costs: division-specific and citywide overhead. These indirect costs are allocated across user fee services in order to capture the full cost of providing the service. If a division performs non-fee related services, a commensurate amount of indirect cost is segregated and not allocated to the fee related services.

- ❖ Division-specific overhead costs – these costs include support staff as well as other operational costs, such as materials and supplies that are incurred for a common purpose and not readily assigned to a particular service or program.

- ❖ Citywide overhead costs – each department and fund within the city receives an allocation of cost from the city’s various central service departments. Central service departments are those whose main function is to support other city departments and funds. Such departments include the City Council, City Manager, City Clerk, etc. The citywide overhead rate applied to each department is 19.18% calculated as follows:

| City of Agoura Hills Citywide Overhead Costs Based on FY 2016/17 Budgeted Expenditures | |
|---|--|
| <u>Overhead Departments</u> | 2016/17 Budgeted Expenditures |
| Council | \$142,118 |
| City Manager | \$995,739 |
| City Clerk | \$297,181 |
| City Attorney | \$280,000 |
| Finance | \$470,863 |
| Public Facilities | \$436,000 |
| Non Departmental | \$1,031,198 |
| Automated Office Systems | \$245,919 |
| Subtotal Overhead | <u>\$3,899,018</u> |
| | |
| <u>Operating Departments</u> | |
| All Other Departments | <u>\$20,331,985</u> |
| | |
| Indirect Cost Rate: | <u>19.18%</u> |

4. Compare total costs to the current fee schedule.

Once all direct and indirect costs are calculated, MGT compared the total cost for each fee-related service to the fee currently charged to the public. In most cases we found the total cost of providing a service exceeded the fee charged. In these instances, the fee can be increased to recover these subsidies. However, there were a number of services for which the total calculated cost was less than the fee charged. In these cases the fee must be lowered to comply with State law.

5. Annual volume figures are incorporated.

Up to this point we have calculated fee costs and revenues on a per-unit basis. By incorporating annual volume figures into the analysis, we extrapolate the per-unit results into annual cost and annual revenue information. This annualization of results gives management an estimate of the fiscal impact of proposed fee adjustments.

Because annual volume will vary from one year to the next, these figures are estimates only. Actual revenue will depend on future demand level and collection rates. Also, some of the proposed fees include a restructuring of existing fee categories. In these cases management should be conservative with fiscal impact projections.

6. Recommend fee adjustments.

MGT provides fee adjustment recommendations based on full cost information and industry best practices. For development-related departments we typically recommend 100% cost recovery. For non-development departments, MGT relies heavily on department staff and best practices. Of course, MGT's recommendations are advisory in nature only – ultimately Council must decide what fee levels are appropriate.

Study Findings

The study's primary objective is to provide the City's decision-makers with the basic data needed to make informed pricing decisions. This report details the full cost of services and presents recommended fee adjustments and their fiscal impact. Recommendations are based on careful consideration of the results of the cost analysis and industry best practices.

The results of the study identified that overall, most fee areas generate less revenue than the actual cost of providing services. Accordingly, fees generally need to be increased to continue fully funding plan check and inspection services. It is not unusual to find that costs have outpaced revenues over a period of years. Often this is the result of a) increased service-level demands by the general public for improved technology or response times or b) additional inspections and standards mandated by the State. As a recent example, in January of 2014 the State enacted CALGreen Title 24 regulations. These more stringent energy regulations require additional time on jobsites by inspection staff and additional checks by plan review staff.

Restructuring of fee schedules. In consultation with subject matter experts, we concluded that several of the city's fees could be more equitably charged via a different fee structure. Examples of fee structure changes include:

- ❖ **Building and Safety:** MGT recommends institution of minimum permit fees for plumbing, mechanical and electrical permits. This should reduce inspector time counting fixtures, outlets, etc. and simplifies fee calculation for counter staff.
- ❖ **Engineering:** the City's charge to review a Tract/Parcel Map is currently a flat fee regardless of project size. The proposed fee is a flat base fee for the first four lots, plus a variable fee for each additional five lots. This is a best-practice fee structure employed by most jurisdictions.
- ❖ **Planning:** MGT has recommended the Annexation fee be changed from a flat \$33,949 fee to a deposit plus hourly rate-based system.

The exhibit on the following page displays the summary of costs and revenues for each fee area:

City of Agoura Hills User Fee Revenue Analysis

| <i>Department/Division</i> | Current | | | Recommended | | | |
|----------------------------|-------------------------------------|-----------------------------|---------------------|---------------------------------|------------------------------|------------|------------------|
| | <i>Costs, User Fee Services (A)</i> | <i>Current Revenue (B)</i> | <i>Subsidy (C)</i> | <i>Cost Recovery Policy (D)</i> | <i>Increased Revenue (E)</i> | | |
| Business License Admin Fee | \$143,674 | \$121,290 | 84% | \$22,384 | \$128,754 | 90% | \$7,464 |
| Building & Safety | \$595,039 | \$507,356 | 85% | \$87,683 | \$595,039 | 100% | \$87,683 |
| City Clerk | \$327 | \$375 | 115% | (\$48) | \$320 | 98% | (\$55) |
| Engineering | \$277,412 | \$241,670 | 87% | \$35,742 | \$275,679 | 99% | \$34,009 |
| Film | \$178,585 | \$76,576 | 43% | \$102,009 | \$76,576 | 43% | \$0 |
| Planning | \$231,418 | \$198,246 | 86% | \$33,172 | \$229,659 | 99% | \$31,413 |
| Total | \$1,426,455 | \$1,145,513 | 80% | \$280,942 | \$1,306,027 | 92% | \$160,514 |

Column A, Costs of Fee Services – The full cost of providing fee related services to the public in FY 2016/17 was \$1,426,455. These figures are derived by multiplying individual costs by annual volume for each fee schedule category.

Column B, Current Revenue – Based on current individual fee schedules, the City generates fee related revenue of \$1,145,513 and is experiencing an 80% cost recovery level. This recovery rate is in the mid-range of most rates MGT has studied. Within each fee area, cost recovery levels fluctuate significantly. Several of the fees analyzed are currently set above actual cost. These fees must be reduced to comply with State law. The analyses of individual fees are presented in subsequent sections of this report.

Column C, Subsidy – Current fee levels recover 80% of full cost, leaving 20% or \$280,942 to be funded by other funding sources. This represents a “window of opportunity” for the City to increase fees and revenues, with a corresponding decrease in the subsidization of services.

Column D, Recommend Recovery – It is estimated that adoption of the recommended cost recovery policy would generate fee revenues of \$160,514. This would bring the overall cost recovery level up to 92%.

Column E, Increased Revenue – Increasing fees to the recommended levels would generate approximately \$160,514 in additional revenue. This represents a 14% increase over revenue currently being collected for these activities by the City on an annual basis.

Department Highlights

Business License Administration – MGT recommends the City adjust the business license administration fee from \$65 up to \$69 per license. Whereas the purpose of the license fee is solely to raise revenue, the administration fee is intended to offset the cost of processing new and renewal licenses. This fee adjustment will increase revenue by \$7,464 annually.

Building fees – Adjustment of Building fees to full cost recovery should increase revenue by a net \$87,683 annually. Of the 113 fees analyzed, 93 (82%) are projected to increase, 10 (9%) are projected to decrease and 10 (9%) will remain unchanged.

City Clerk fees – Adjustment of City Clerk fees to full cost recovery should result in an annual revenue reduction of <\$55> annually. Of the 7 fees analyzed, 2 (29%) are projected to increase, 2 (29%) are projected to decrease and 3 (42%) are new.

Engineering – Adjustment of Engineering fees to full cost recovery should increase revenue by a net \$34,009 annually. Of the 47 fees analyzed, 31 (66%) are projected to increase while 6 (13%) are projected to decrease and 3 (6%) are new. 6 (13%) fees will remain unchanged and 1 (2%) fee will be deleted.

Film fees – of the 4 existing fees within this department, all are proposed to remain unchanged. However, 18 new film-based fee categories are proposed for institution to offset the City's cost of monitoring these activities. New fee categories were largely based on the City of Malibu's fee schedule, which uses the same film monitoring contractor. It is unknown how much revenue these new fees will generate.

Planning fees – Adjustment of Planning user fees to full cost recovery should increase revenue by \$229,659 annually. Of the 99 fees analyzed, 84 (85%) are projected to increase while one (1%) is projected to decrease and 10 (10%) will remain unchanged. Four fees (4%) are new.

Department Summary Charts

The subsequent pages display the results of our individual fee analysis. For each section the current charge, total cost and recommended fee are listed for each fee-related service.

The summaries are presented in the following order:

- ❖ Business License Administration fee
- ❖ Building and Safety fees
- ❖ City Clerk fees
- ❖ Engineering fees
- ❖ Film fees
- ❖ Planning

Business License Administration fees

User Fee Study Summary Sheet

City of Agoura Hills
Business License Administration Fee
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | | Recommendations | | | | |
|-----------------|-------------------------------------|---------------|-------------|-----------|--------------------|----------------|----------------|-----------------|--------------------|-----------------------------|-------------------|----------|
| | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | |
| | | | Current Fee | Full Cost | | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | |
| 1 | Business License Administration Fee | 1,866 | \$ 65 | \$ 77 | 84% | \$ 143,674 | \$ 121,290 | \$ 22,384 | 90% | \$ 69 | \$ 128,754 | \$ 7,464 |
| Total User Fees | | | | | | \$143,674 | \$121,290 | \$22,384 | | | \$128,754 | \$7,464 |
| % of Full Cost | | | | | | | 84% | 16% | | | 90% | 6% |

Building & Safety fees

User Fee Study Summary Sheet

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current | | | | | | | Recommendations | | | | |
|------|---|---------------|-------------|-----------|--------------------|----------------|----------------|----------------|--------------------|------------------|-----------------------------|-------------------|---------------------|
| | | Annual Volume | Per Unit | | Current Recovery % | Annual | | Recovery Level | Per Unit | | Annual Revenue ² | Increased Revenue | Recommended Subsidy |
| | | | Current Fee | Full Cost | | Annual Revenue | Annual Subsidy | | Fee @ Policy Level | | | | |
| 1 | BUILDING PERMIT | | | | | | | | | | | | |
| 2 | \$2,000 Construction Valuation | 155 | \$ 84 | \$ 132 | 64% | \$ 20,444 | \$ 13,020 | \$ 7,424 | 100% | \$ 132 | \$ 20,444 | \$ 7,424 | \$ - |
| 3 | \$25,000 Construction Valuation | 110 | \$ 483 | \$ 659 | 73% | \$ 72,545 | \$ 53,130 | \$ 19,415 | 100% | \$ 659 | \$ 72,545 | \$ 19,415 | \$ - |
| 4 | \$100,000 Construction Valuation | 78 | \$ 1,317 | \$ 1,319 | 100% | \$ 102,881 | \$ 102,726 | \$ 155 | 100% | \$ 1,319 | \$ 102,881 | \$ 155 | \$ - |
| 5 | \$250,000 Construction Valuation | 43 | \$ 2,315 | \$ 2,374 | 98% | \$ 102,090 | \$ 99,545 | \$ 2,545 | 100% | \$ 2,374 | \$ 102,090 | \$ 2,545 | \$ - |
| 6 | \$500,000 Construction Valuation | 30 | \$ 3,978 | \$ 3,957 | 101% | \$ 118,709 | \$ 119,340 | \$ (631) | 100% | \$ 3,957 | \$ 118,709 | \$ (631) | \$ - |
| 7 | \$1,000,000 Construction Valuation | 3 | \$ 7,303 | \$ 6,595 | 111% | \$ 19,785 | \$ 21,909 | \$ (2,124) | 100% | \$ 6,595 | \$ 19,785 | \$ (2,124) | \$ - |
| 8 | BUILDING PLAN CHECK | | | | | | | | | | | | |
| 9 | \$250,000 Construction Valuation | 1 | \$ 2,049 | \$ 2,682 | 76% | \$ 2,682 | \$ 2,049 | \$ 633 | 100% | 116% of bldg amt | \$ 2,682 | \$ 633 | \$ - |
| 10 | PLUMBING FEES | | | | | | | | | | | | |
| 11.7 | Minimum Permit Fee (new) | - | \$ - | \$ 92 | 0% | \$ - | \$ - | \$ - | 100% | \$ 92 | \$ - | \$ - | \$ - |
| | Plumbing Fixture or trap or set of fixtures on one trap (including drainage, vent water piping and backflow prevention devices therefore), (hose bibs are considered fixtures), each | - | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 13 | Permanent-Type Dishwasher whether individually trapped or not, each | - | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 14 | Future Stacks or Branches, each waste inlet | - | \$ 7 | \$ 66 | 11% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 15 | Roof Drain, each | - | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 16 | Drainage or sewer backwater valve, each | 14 | \$ 42 | \$ 66 | 64% | \$ 923 | \$ 588 | \$ 335 | 100% | \$ 66 | \$ 923 | \$ 335 | \$ - |
| 17 | Industrial Waste Interceptor, including its trap and vent, and grease Interceptor, each | - | \$ 137 | \$ 165 | 83% | \$ - | \$ - | \$ - | 100% | \$ 165 | \$ - | \$ - | \$ - |
| | For each swimming pool drainage trap and receptor, whether connected to a building drain or a building sewer (water supply for pool not included) | 19 | \$ 15 | \$ 99 | 15% | \$ 1,880 | \$ 278 | \$ 1,602 | 100% | \$ 99 | \$ 1,880 | \$ 1,602 | \$ - |
| 18 | For each gas piping system on any one meter or alteration, extension or retest of existing gas piping system: Low Pressure: 5 outlets or Less | 6 | \$ 14 | \$ 99 | 14% | \$ 594 | \$ 84 | \$ 510 | 100% | \$ 99 | \$ 594 | \$ 510 | \$ - |
| | For each gas piping system on any one meter or alteration, extension or retest of existing gas piping system: Medium or High Pressure System, each: Gas meter not under control and maintenance of the serving gas supplier, each | - | \$ 60 | \$ 99 | 61% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 21 | each | - | \$ 14 | \$ 99 | 14% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 22 | Gas pressure regulator other than appliance regulators, each | - | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 23 | Water Heater and/or Vent, each | 75 | \$ 14 | \$ 44 | 32% | \$ 3,265 | \$ 1,050 | \$ 2,215 | 46% | \$ 20 | \$ 3,265 | \$ 2,215 | \$ - |
| 24 | For each repair or alteration of drainage and/or vent piping, each fixture | 4 | \$ 14 | \$ 66 | 21% | \$ 264 | \$ 56 | \$ 208 | 100% | \$ 66 | \$ 264 | \$ 208 | \$ - |
| 25 | Piece of water-treating equipment, each | 4 | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 26 | Water Pressure Regulator, each | 4 | \$ 14 | \$ 66 | 21% | \$ 264 | \$ 56 | \$ 208 | 100% | \$ 66 | \$ 264 | \$ 208 | \$ - |
| 27 | For potable water not covered elsewhere in fee schedule, over 3 inches: | - | \$ 109 | \$ 66 | 165% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 28 | For replacing water piping in a building, each | 8 | \$ 5 | \$ 132 | 4% | \$ 1,055 | \$ 40 | \$ 1,015 | 100% | \$ 132 | \$ 1,055 | \$ 1,015 | \$ - |
| 28.5 | For replacing the plumbing for each plumbing fixture, each | 4 | \$ - | \$ 21 | 0% | \$ 84 | \$ - | \$ 84 | 100% | \$ 21 | \$ 84 | \$ 84 | \$ - |
| 29 | Backflow Prevention Device for Sprinkler Systems on any one Meter, each | - | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |

User Fee Study Summary Sheet

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current | | | | | | | Recommendations | | | | |
|------|---|---------------|-------------|-----------|--------------------|----------------|----------------|----------------|--------------------|--------|-----------------------------|-------------------|---------------------|
| | | Annual Volume | Per Unit | | Current Recovery % | Annual | | Recovery Level | Per Unit | | Annual Revenue ² | Increased Revenue | Recommended Subsidy |
| | | | Current Fee | Full Cost | | Annual Revenue | Annual Subsidy | | Fee @ Policy Level | | | | |
| 30 | Trap Primer, each | - | \$ 14 | \$ 66 | 21% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 31 | Solar Potable Water Heating System, including water heater and vent, each | - | \$ 82 | \$ 99 | 83% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 32 | Chemical Waste System, each | - | \$ 82 | \$ 99 | 83% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 33 | Rainwater System, each | - | \$ 109 | \$ 132 | 83% | \$ - | \$ - | \$ - | 100% | \$ 132 | \$ - | \$ - | \$ - |
| 34 | Grey Water System, each | - | \$ 86 | \$ 132 | 65% | \$ - | \$ - | \$ - | 100% | \$ 132 | \$ - | \$ - | \$ - |
| 35 | MECHANICAL FEES | | | | | | | | | | | | |
| 36.7 | Minimum Permit Fee (new) | - | \$ - | \$ 92 | 0% | \$ - | \$ - | \$ - | 100% | \$ 92 | \$ - | \$ - | \$ - |
| 37 | For the installation, alteration, or relocation of Heater or Boiler, each When the number of air inlets and outlets are unknown, for each 1,000 | 4 | \$ 109 | \$ 132 | 83% | \$ 528 | \$ 436 | \$ 92 | 100% | \$ 132 | \$ 528 | \$ 92 | \$ - |
| 38 | square feet or fraction thereof of conditioned area For the installation, relocation, or replacement of each appliance vent | - | \$ 82 | \$ 99 | 83% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 39 | installed and not included in an Appliance permit. For new or relocation if an AC condenser/ Coil/ FAU/ Air Handling Unit, | - | \$ 82 | \$ 99 | 83% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 40 | each For replacement of an AC condenser/ Coil/ FAU/ Air Handling Unit, each in | - | \$ 54 | \$ 132 | 41% | \$ - | \$ - | \$ - | 100% | \$ 132 | \$ - | \$ - | \$ - |
| 40.5 | the same location | - | \$ - | \$ 66 | 0% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 41 | For each evaporative cooler other than portable type | - | \$ 54 | \$ 88 | 61% | \$ - | \$ - | \$ - | 100% | \$ 88 | \$ - | \$ - | \$ - |
| 42 | For Ventilation Fans which serve a single register: For each Ventilation System which is not a portion of any air conditioning | - | \$ 20 | \$ 66 | 30% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 43 | system for which a permit is required elsewhere in this Code. For installation of each Commercial Kitchen Hood or product conveying | - | \$ 109 | \$ 132 | 83% | \$ - | \$ - | \$ - | 100% | \$ 132 | \$ - | \$ - | \$ - |
| 44 | Duct System | 7 | \$ 164 | \$ 264 | 62% | \$ 1,847 | \$ 1,148 | \$ 699 | 100% | \$ 264 | \$ 1,847 | \$ 699 | \$ - |
| 44.5 | Spray Booth | 1 | \$ 164 | \$ 198 | 83% | \$ 198 | \$ 164 | \$ 34 | 100% | \$ 198 | \$ 198 | \$ 34 | \$ - |
| 45 | For the installation of each Fire Damper | - | \$ 54 | \$ 66 | 82% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 45.5 | For installation, alteration or relocation of a manufactured fireplace, each For the alteration of an existing duct system for which a permit is not | - | \$ - | \$ 198 | 0% | \$ - | \$ - | \$ - | 100% | \$ 198 | \$ - | \$ - | \$ - |
| 46 | required elsewhere in this Code | - | \$ 82 | \$ 99 | 83% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 48 | ELECTRICAL FEES | | | | | | | | | | | | |
| 49.7 | Minimum Permit Fee (new) For new private, residential, in-ground swimming pools for single or | - | \$ - | \$ 92 | 0% | \$ - | \$ - | \$ - | 100% | \$ 92 | \$ - | \$ - | \$ - |
| 50 | multifamily occupancies, including a complete system of necessary branch For other types of swimming pools, therapeutic whirlpools, spas, hot tubs, | 10 | \$ 137 | \$ 165 | 83% | \$ 1,649 | \$ 1,370 | \$ 279 | 100% | \$ 165 | \$ 1,649 | \$ 279 | \$ - |
| 51 | and alterations to existing swimming pools, each For 15 or 20 ampere 208 volt to 277 volt lighting, each Receptacle, | 9 | \$ 109 | \$ 132 | 83% | \$ 1,187 | \$ 981 | \$ 206 | 100% | \$ 132 | \$ 1,187 | \$ 206 | \$ - |
| 52 | Switches, Lighting, Etc For receptacle, switch, lighting, or other outlets at which current is used or | - | \$ 82 | \$ 99 | 83% | \$ - | \$ - | \$ - | 100% | \$ 99 | \$ - | \$ - | \$ - |
| 53 | controlled except services, feeders and meters: | - | \$ 2 | \$ 1 | 182% | \$ - | \$ - | \$ - | 100% | \$ 1 | \$ - | \$ - | \$ - |
| 54 | For lighting fixtures, sockets, or other lamp holding devices: | - | \$ 2 | \$ 1 | 182% | \$ - | \$ - | \$ - | 100% | \$ 1 | \$ - | \$ - | \$ - |
| 55 | For pole or platform mounted lighting fixtures, each | - | \$ 2 | \$ 1 | 182% | \$ - | \$ - | \$ - | 100% | \$ 1 | \$ - | \$ - | \$ - |
| 56 | For theatrical-type lighting fixtures or assemblies, each | - | \$ 2 | \$ 2 | 121% | \$ - | \$ - | \$ - | 100% | \$ 2 | \$ - | \$ - | \$ - |

User Fee Study Summary Sheet

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | | Recommendations | | | | | |
|--|---|---------------|-------------|-----------|--------------------|-------------|----------------|-----------------|----------------|--------------------|-----------------------------|---------------------|-------------------|
| | | | Per Unit | | Annual | | | Per Unit | | Annual | | Recommended Subsidy | |
| | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | | Increased Revenue |
| For fixed residential appliances or receptacle outlets for same: including | | | | | | | | | | | | | |
| 57 | wall mounted electric ovens, counter-mounted cooking tops, electric For a temporary service power pole or pedestal, including all pole or | - | \$ 9 | \$ 1 | 819% | \$ - | \$ - | \$ - | 100% | \$ 1 | \$ - | \$ - | \$ - |
| 58 | pedestal mounted receptacle outlets and appurtenances, each For a temporary distribution system and temporary lighting and receptacle | 4 | \$ 77 | \$ 92 | 83% | \$ 369 | \$ 308 | \$ 61 | 100% | \$ 92 | \$ 369 | \$ 61 | \$ - |
| 59 | outlets for construction sites, decorative lighting, Christmas tree sales lots, Branch circuit fees apply to new branch circuit wiring and the lighting | - | \$ 77 | \$ 92 | 83% | \$ - | \$ - | \$ - | 100% | \$ 92 | \$ - | \$ - | \$ - |
| 60 | fixtures, switches, and receptacles which are supplied by these branch Any appliance installed in a non-residential occupancy and not exceeding | - | \$ 11 | \$ 1 | 1001% | \$ - | \$ - | \$ - | 100% | \$ 1 | \$ - | \$ - | \$ - |
| 61 | three horsepower, kilowatt (KW), or kilovoltampere (KVA) in rating, | - | \$ 77 | \$ 92 | 83% | \$ - | \$ - | \$ - | 100% | \$ 92 | \$ - | \$ - | \$ - |
| 63 | Busways Signs, outline lighting and marquees: (for signs, outline lighting systems, or | - | \$ 54 | \$ 66 | 82% | \$ - | \$ - | \$ - | 100% | \$ 66 | \$ - | \$ - | \$ - |
| 64 | marquees supplied from one branch circuit, each For additional branch circuits within the same sign, outline lighting system | 23 | \$ 82 | \$ 99 | 83% | \$ 2,275 | \$ 1,886 | \$ 389 | 100% | \$ 99 | \$ 2,275 | \$ 389 | \$ - |
| 65 | or marquee, each | - | \$ 11 | \$ 1 | 1001% | \$ - | \$ - | \$ - | 100% | \$ 1 | \$ - | \$ - | \$ - |
| 66 | New electrical panel or subpanel | 20 | \$ 109 | \$ 132 | 83% | \$ 2,638 | \$ 2,180 | \$ 458 | 100% | \$ 132 | \$ 2,638 | \$ 458 | \$ - |
| 67 | Upgrade electrical panel or subpanel | 25 | \$ 137 | \$ 198 | 69% | \$ 4,946 | \$ 3,425 | \$ 1,521 | 100% | \$ 198 | \$ 4,946 | \$ 1,521 | \$ - |
| 68 | Electrical Vehicle Charging Station, Residential | 20 | \$ - | \$ 66 | 0% | \$ 1,319 | \$ - | \$ 1,319 | 100% | \$ 66 | \$ 1,319 | \$ 1,319 | \$ - |
| 68.5 | Electrical Vehicle Charging Station, Commercial | 2 | \$ - | \$ 132 | 0% | \$ 264 | \$ - | \$ 264 | 100% | \$ 132 | \$ 264 | \$ 264 | \$ - |
| 69 | OTHER FEES | | | | | | | | | | | | |
| 70 | Application/Inspection/Investigation for relocation of Buildings Investigations/Inspections outside of normal business hours, per hour (1.5x | - | \$ 158 | \$ 190 | 83% | \$ - | \$ - | \$ - | 100% | \$ 190 | \$ - | \$ - | \$ - |
| 71 | hourly rate) | 1 | \$ 225 | \$ 273 | 82% | \$ 273 | \$ 225 | \$ 48 | 100% | \$ 273 | \$ 273 | \$ 48 | \$ - |
| 72 | Inspections for which no fee is specifically indicated, per hour | 80 | \$ 150 | \$ 182 | 82% | \$ 14,586 | \$ 12,000 | \$ 2,586 | 100% | \$ 182 | \$ 14,586 | \$ 2,586 | \$ - |
| 73 | Copy of Permits/Documents, 1st page | - | \$ 0.50 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 0.25 | \$ - | \$ - | \$ - |
| 74 | Copy of Permits/Documents, Addtl pages | - | \$ 0.25 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 0.25 | \$ - | \$ - | \$ - |
| 75 | Copy of Permits/Documents (11 x 17), 1st page | - | \$ 0.50 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 0.25 | \$ - | \$ - | \$ - |
| 76 | Copy of Permits/Documents (11 x 17), addtl pages | - | \$ 0.13 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 0.25 | \$ - | \$ - | \$ - |
| 77 | Copy of Standard Tenant Improvement Sheets (24 x 36), each | - | \$ 5.00 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 5.00 | \$ - | \$ - | \$ - |
| 78 | Copy of Type V Sheets (24 x 36), each | - | \$ 5.00 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 5.00 | \$ - | \$ - | \$ - |
| 79 | Copy of Plans, 1st page | - | \$ 5.00 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 5.00 | \$ - | \$ - | \$ - |
| 80 | Copy of Plans, Additional Pages | - | \$ 3.00 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ 5.00 | \$ - | \$ - | \$ - |
| 81 | Assignment or Changes of Address | - | \$ 94 | \$ 116 | 81% | \$ - | \$ - | \$ - | 100% | \$ 116 | \$ - | \$ - | \$ - |
| 83 | Issuance of a Temporary Certificate of Occupancy | - | \$ 341 | \$ 423 | 81% | \$ - | \$ - | \$ - | 100% | \$ 423 | \$ - | \$ - | \$ - |
| 84 | Extension of a Temporary Certificate of Occupancy | - | \$ 96 | \$ 116 | 82% | \$ - | \$ - | \$ - | 100% | \$ 116 | \$ - | \$ - | \$ - |
| 85 | Construction | - | \$ 357 | \$ 431 | 83% | \$ - | \$ - | \$ - | 100% | \$ 431 | \$ - | \$ - | \$ - |
| 87 | Application/Interpretations prior to Submittal of Permit Application. (Note: | - | \$ 238 | \$ 286 | 83% | \$ - | \$ - | \$ - | 100% | \$ 286 | \$ - | \$ - | \$ - |
| 91 | Building Permit Fee but not less than | 23 | \$ 357 | \$ 663 | 54% | \$ 15,257 | \$ 8,211 | \$ 7,046 | 100% | \$ 663 | \$ 15,257 | \$ 7,046 | \$ - |
| 92 | Noncompliance fee, when person fails to comply with written order | - | \$ 94 | \$ 111 | 85% | \$ - | \$ - | \$ - | 100% | \$ 111 | \$ - | \$ - | \$ - |
| 93 | Request for a Hearing before Building Board of Appeals | - | \$ 415 | \$ 521 | 80% | \$ - | \$ - | \$ - | 100% | \$ 521 | \$ - | \$ - | \$ - |

User Fee Study Summary Sheet

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current | | | | | | Recommendations | | | | | |
|-----------------|--|---------------|---------------------------|-----------|--------------------|-------------|----------------|-----------------|----------------|---------------------------|-----------------------------|-------------------|---------------------|
| | | Annual Volume | Per Unit | | Annual | | | Per Unit | | Annual | | | |
| | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | Recommended Subsidy |
| 94 | Issuance of any Permit (flat fee) | 169 | \$ 30 | \$ 35 | 85% | \$ 5,950 | \$ 5,070 | \$ 880 | 100% | \$ 35 | \$ 5,950 | \$ 880 | \$ - |
| 95 | Expediting Plan Check Review (50% more than the regular plan review fee) | - | \$ 299 | \$ 349 | 86% | \$ - | \$ - | \$ - | 100% | \$ 349 | \$ - | \$ - | \$ - |
| 96 | Sign Plan Review: Without electrical or engineering work | 25 | \$ 87 | \$ 104 | 84% | \$ 2,600 | \$ 2,175 | \$ 425 | 100% | \$ 104 | \$ 2,600 | \$ 425 | \$ - |
| 98 | Plan Review of Garden Walls: Per City Standard | 13 | \$ 45 | \$ 53 | 85% | \$ 687 | \$ 585 | \$ 102 | 100% | \$ 53 | \$ 687 | \$ 102 | \$ - |
| 101 | Plan Review of Retaining Walls: Per City Standard | 10 | \$ 45 | \$ 53 | 85% | \$ 528 | \$ 450 | \$ 78 | 100% | \$ 53 | \$ 528 | \$ 78 | \$ - |
| 104 | Swimming Pool Plan Review: Per City Standard | 10 | \$ 45 | \$ 349 | 13% | \$ 3,491 | \$ 450 | \$ 3,041 | 100% | \$ 349 | \$ 3,491 | \$ 3,041 | \$ - |
| 106 | Plan Review for Patios/Balcony: Per City Standard | 22 | \$ 45 | \$ 53 | 85% | \$ 1,162 | \$ 990 | \$ 172 | 100% | \$ 53 | \$ 1,162 | \$ 172 | \$ - |
| 111 | Temporary Tents: Plan Review | 5 | \$ 193 | \$ 349 | 55% | \$ 1,746 | \$ 965 | \$ 781 | 100% | \$ 349 | \$ 1,746 | \$ 781 | \$ - |
| 113 | Plan Check for which no fee is specifically indicated, per hour | 22 | \$ 193 | \$ 233 | 83% | \$ 5,120 | \$ 4,246 | \$ 874 | 100% | \$ 233 | \$ 5,120 | \$ 874 | \$ - |
| 114 | Residential Solar Panels: Plan Review | 90 | \$ 70 | \$ 116 | 60% | \$ 10,474 | \$ 6,300 | \$ 4,174 | 60% | \$ 70 | \$ 10,474 | \$ 4,174 | \$ - |
| 115 | Residential Solar Panels: Permit Fees | 90 | \$ 250 | \$ 396 | 63% | \$ 35,613 | \$ 22,500 | \$ 13,113 | 63% | \$ 250 | \$ 35,613 | \$ 13,113 | \$ - |
| 116 | Commercial Solar Panels: Plan Review | 31 | \$ 140 | \$ 233 | 60% | \$ 7,215 | \$ 4,340 | \$ 2,875 | 60% | \$ 140 | \$ 7,215 | \$ 2,875 | \$ - |
| 117 | Commercial Solar Panels: Permit Fees | 31 | \$ 400 | \$ 791 | 51% | \$ 24,533 | \$ 12,400 | \$ 12,133 | 51% | \$ 400 | \$ 24,533 | \$ 12,133 | \$ - |
| 118 | Inspection for each Window Change Out (up to 4 windows) | 34 | \$ 20 | \$ 33 | 61% | \$ 1,121 | \$ 680 | \$ 441 | 61% | \$ 20 | \$ 1,121 | \$ 441 | \$ - |
| 119 | Technology Fee | - | \$1.27 per \$1k valuation | n/a | n/a | n/a | n/a | n/a | 100% | \$1.27 per \$1k valuation | n/a | n/a | \$ - |
| Total User Fees | | | | | | \$595,039 | \$507,356 | \$87,683 | | | \$595,039 | \$87,683 | \$0 |
| % of Full Cost | | | | | | | 85% | 15% | | | 100% | 17% | 0% |

Footnotes

City Clerk fees

User Fee Study Summary Sheet

City of Agoura Hills
 City Clerk
 2016-2017

| Ord | Service Name | Annual Volume | Current | | | | | Recommendations | | | | | |
|-----------------|--------------------------------|---------------|-------------|-----------|--------------------|-------------|----------------|-----------------|----------------|--------------------|-----------------------------|-------------------|---------------------|
| | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | Recommended Subsidy |
| 1 | Photocopies, BW, 1st page | 250 | \$ 0.50 | \$ 0.28 | 180% | \$ 69 | \$ 125 | \$ (56) | 100% | \$ 0.25 | \$ 63 | \$ (63) | \$ 7 |
| 2 | Photocopies, BW, each add'l | 250 | \$ 0.25 | \$ 0.28 | 90% | \$ 69 | \$ 63 | \$ 7 | 100% | \$ 0.25 | \$ 63 | \$ - | \$ 7 |
| 3 | Photocopies, Color, 1st page | 250 | \$ 0.50 | \$ 0.34 | 148% | \$ 84 | \$ 125 | \$ (41) | 100% | \$ 0.35 | \$ 88 | \$ (38) | \$ (3) |
| 4 | Photocopies, Color, each add'l | 250 | \$ 0.25 | \$ 0.34 | 74% | \$ 84 | \$ 63 | \$ 22 | 100% | \$ 0.35 | \$ 88 | \$ 25 | \$ (3) |
| 5 | CD Copies (new) | 5 | \$ - | \$ 3.86 | 0% | \$ 19 | \$ - | \$ 19 | 100% | \$ 4.00 | \$ 20 | \$ 20 | \$ (1) |
| 6 | GIS Photocopies (new) | - | \$ - | \$ - | 0% | n/a | n/a | n/a | 100% | actual cost | n/a | n/a | n/a |
| 7 | Document Copies (new) | - | \$ - | \$ - | 0% | n/a | n/a | n/a | 100% | actual cost | n/a | n/a | n/a |
| Total User Fees | | | | | | \$327 | \$375 | -\$48 | | | \$320 | -\$55 | \$7 |
| % of Full Cost | | | | | | | 115% | -15% | | | 98% | -15% | 2% |

Footnotes

Engineering fees

User Fee Study Summary Sheet

City of Agoura Hills
Engineering (PW)
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | Recommendations | | | | | | | |
|----------|--|---------------|-------------|--------------------|--------------------|-------------|-------------------------|----------------|----------------|--------------------|-----------------------------|--------------------------|---------------------|--|
| | | | Current Fee | Per Unit Full Cost | Current Recovery % | Annual Cost | Per Unit Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ₂ | Annual Increased Revenue | Recommended Subsidy | |
| 1 | Traffic | - | | | | | | | | | | | | |
| 2 | Traffic Control Plan Review | 40 | \$ 1,359 | \$ 1,772 | 77% | \$ 70,865 | \$ 54,360 | \$ 16,505 | 100% | \$ 1,772 | \$ 70,865 | \$ 16,505 | \$ - | |
| 3 | Traffic Engineering Deposit | - | \$ 3,824 | \$ 4,286 | 89% | \$ - | \$ - | \$ - | 100% | \$ 4,286 | \$ - | \$ - | \$ - | |
| 4 | Public Improvement Plan Check | - | | | | | | | | | | | | |
| 5 | \$1 - \$100,000 | 5 | \$ 3,868 | \$ 4,366 | 89% | \$ 21,832 | \$ 19,340 | \$ 2,492 | 100% | \$ 4,366 | \$ 21,832 | \$ 2,492 | \$ - | |
| 6 | \$100,001 - \$500,000 | 6 | \$ 9,500 | \$ 9,497 | 100% | \$ 56,984 | \$ 57,000 | \$ (16) | 100% | \$ 9,497 | \$ 56,984 | \$ (16) | \$ - | |
| 7 | \$500,001 + | - | \$ 16,497 | \$ 17,740 | 93% | \$ - | \$ - | \$ - | 100% | \$ 17,740 | \$ - | \$ - | \$ - | |
| 8 | Plan Check Revisions - Per Submittal | 1 | \$ 1,431 | \$ 1,760 | 81% | \$ 1,760 | \$ 1,431 | \$ 329 | 100% | \$ 1,760 | \$ 1,760 | \$ 329 | \$ - | |
| 9 | Final Map Check, 1-4 lots | - | \$ 4,567 | \$ 5,840 | 78% | \$ - | \$ - | \$ - | 100% | \$ 5,840 | \$ - | \$ - | \$ - | |
| 9.5 | Final Map Check, each add'l 5 lots (new) | - | \$ - | \$ 2,550 | 0% | \$ - | \$ - | \$ - | 100% | \$ 2,550 | \$ - | \$ - | \$ - | |
| 10 | Public Improvement Inspection | - | | | | | | | | | | | | |
| 11 | \$1 - \$100,000 | 5 | \$ 1,381 | \$ 1,383 | 100% | \$ 6,913 | \$ 6,905 | \$ 8 | 100% | \$ 1,383 | \$ 6,913 | \$ 8 | \$ - | |
| 12 | \$100,001 - \$500,000 | - | \$ 2,160 | \$ 2,153 | 100% | \$ - | \$ - | \$ - | 100% | \$ 2,153 | \$ - | \$ - | \$ - | |
| 13 | \$500,001 + | - | \$ 2,680 | \$ 2,668 | 100% | \$ - | \$ - | \$ - | 100% | \$ 2,668 | \$ - | \$ - | \$ - | |
| 14 | Encroachment Permits | - | | | | | | | | | | | | |
| 15 | Encroachment Permit Issuance | 230 | \$ 146 | \$ 147 | 100% | \$ 33,728 | \$ 33,580 | \$ 148 | 100% | \$ 147 | \$ 33,728 | \$ 148 | \$ - | |
| 16 | Sidewalk, Curb, or Driveway Apron | 42 | \$ 176 | \$ 182 | 97% | \$ 7,642 | \$ 7,392 | \$ 250 | 100% | \$ 182 | \$ 7,642 | \$ 250 | \$ - | |
| 17 | Curb Drains/Sidewalk Drains | 4 | \$ 176 | \$ 180 | 98% | \$ 722 | \$ 704 | \$ 18 | 100% | \$ 180 | \$ 722 | \$ 18 | \$ - | |
| 18 | Tree Stump (Remove) | - | \$ 88 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ - | \$ - | \$ - | \$ - | |
| 19 | Trench 1-25 feet | 40 | \$ 352 | \$ 522 | 67% | \$ 20,885 | \$ 14,080 | \$ 6,805 | 100% | \$ 522 | \$ 20,885 | \$ 6,805 | \$ - | |
| 20 | Trench ea. addl. 25 feet | 17 | \$ 352 | \$ 522 | 67% | \$ 8,876 | \$ 5,984 | \$ 2,892 | 100% | \$ 522 | \$ 8,876 | \$ 2,892 | \$ - | |
| 21 | Dumpster - 3 yd. (Remove) | - | \$ 81 | \$ 82 | 99% | \$ - | \$ - | \$ - | 100% | \$ 82 | \$ - | \$ - | \$ - | |
| 22 | Dumpster - 20 yd. (Remove) | 14 | \$ 81 | \$ 82 | 99% | \$ 1,142 | \$ 1,134 | \$ 8 | 100% | \$ 82 | \$ 1,142 | \$ 8 | \$ - | |
| 23 | Annual Dumpster Permit | 14 | \$ 80 | \$ 82 | 98% | \$ 1,142 | \$ 1,120 | \$ 22 | 100% | \$ 82 | \$ 1,142 | \$ 22 | \$ - | |
| 24 | Oversize Vehicle, per trip, per vehicle | 23 | \$ 40 | \$ 91 | 44% | \$ 2,092 | \$ 920 | \$ 1,172 | 18% | \$ 16 | \$ 368 | \$ (552) | \$ 1,724 | |
| 25 | Annual Oversize Vehicle Permit | 9 | \$ 40 | \$ 91 | 44% | \$ 819 | \$ 360 | \$ 459 | 99% | \$ 90 | \$ 810 | \$ 450 | \$ 9 | |
| 26 | Misc. Encroachment Permit | - | \$ 40 | \$ 41 | 98% | \$ - | \$ - | \$ - | 100% | \$ 41 | \$ - | \$ - | \$ - | |
| 27 | SECTION 2 | - | | | | | | | | | | | | |
| 28 A. | Tentative Parcel/Tract Maps | 6 | \$ 3,352 | \$ 3,640 | 92% | \$ 21,841 | \$ 20,112 | \$ 1,729 | 100% | \$ 3,640 | \$ 21,841 | \$ 1,729 | \$ - | |
| 28.5 Aa. | Tentative Parcel/Tract Maps, each add'l 5 lots (new) | - | \$ - | \$ 1,360 | 0% | \$ - | \$ - | \$ - | 100% | \$ 1,360 | \$ - | \$ - | \$ - | |
| 29 B. | Certificate of Compliance - Lot Line Adjustment | - | \$ 1,450 | \$ 1,735 | 84% | \$ - | \$ - | \$ - | 100% | \$ 1,735 | \$ - | \$ - | \$ - | |
| 30 C. | Certificate of Compliance - Existing Parcel of Land | 6 | \$ 1,450 | \$ 1,735 | 84% | \$ 10,411 | \$ 8,700 | \$ 1,711 | 100% | \$ 1,735 | \$ 10,411 | \$ 1,711 | \$ - | |
| 31 D. | Public Easement Dedication | - | \$ 1,450 | \$ 1,735 | 84% | \$ - | \$ - | \$ - | 100% | \$ 1,735 | \$ - | \$ - | \$ - | |
| 32 E. | Public Easement Vacation | - | \$ 1,450 | \$ 1,735 | 84% | \$ - | \$ - | \$ - | 100% | \$ 1,735 | \$ - | \$ - | \$ - | |

User Fee Study Summary Sheet

City of Agoura Hills
Engineering (PW)
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | Recommendations | | | | | | |
|-----------------|---|---------------|-------------|--------------------|--------------------|-------------|-------------------------|-------------------------|----------------|-------------------------|----------------|--------------------------|---------------------|
| | | | Current Fee | Per Unit Full Cost | Current Recovery % | Annual Cost | Per Unit Annual Revenue | Per Unit Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Annual Increased Revenue | Recommended Subsidy |
| 33 | F. Certificate of Correction | - | \$ 1,450 | \$ 1,735 | 84% | \$ - | \$ - | \$ - | 100% | \$ 1,735 | \$ - | \$ - | \$ - |
| 34 | Single Family Home | - | | | | | | | | | | | |
| 35 | Encroachment Permit Issuance | 4 | \$ - | \$ 41 | 0% | \$ 163 | \$ - | \$ 163 | 100% | \$ 41 | \$ 163 | \$ 163 | \$ - |
| 36 | Sidewalk, Curb, or Driveway Apron | 4 | \$ 176 | \$ 177 | 99% | \$ 708 | \$ 704 | \$ 4 | 100% | \$ 177 | \$ 708 | \$ 4 | \$ - |
| 37 | Curb Drains/Sidewalk Drains | 4 | \$ 176 | \$ 182 | 97% | \$ 728 | \$ 704 | \$ 24 | 100% | \$ 182 | \$ 728 | \$ 24 | \$ - |
| 38 | Tree Stump (Remove) | - | \$ 88 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ - | \$ - | \$ - | \$ - |
| 39 | Misc. Encroachment Permit | - | \$ 40 | \$ 41 | 98% | \$ - | \$ - | \$ - | 100% | \$ 41 | \$ - | \$ - | \$ - |
| 40 | GRADING PLAN CHECK | - | | | | | | | | | | | |
| 41 | 50 cy | - | \$ 229 | \$ 680 | 34% | \$ - | \$ - | \$ - | 100% | \$ 680 | \$ - | \$ - | \$ - |
| 42 | 5,000 cy | 6 | \$ 1,190 | \$ 1,360 | 88% | \$ 8,160 | \$ 7,140 | \$ 1,020 | 100% | \$ 1,360 | \$ 8,160 | \$ 1,020 | \$ - |
| 43 | 20,000 cy | - | \$ 1,897 | \$ 2,040 | 93% | \$ - | \$ - | \$ - | 100% | \$ 2,040 | \$ - | \$ - | \$ - |
| 44 | 50,000 cy | - | \$ 3,049 | \$ 3,060 | 100% | \$ - | \$ - | \$ - | 100% | \$ 3,060 | \$ - | \$ - | \$ - |
| 45 | 76,000 cy | - | \$ 4,048 | \$ 4,250 | 95% | \$ - | \$ - | \$ - | 100% | \$ 4,250 | \$ - | \$ - | \$ - |
| 46 | Conceptual Plan Review (new) Preliminary Plan Review for Conceptual Approval, Code Application/Interpretations prior to Submittal of Permit | - | \$ - | n/a | 0% | n/a | n/a | n/a | 100% | contractor cost +10% | n/a | n/a | n/a |
| 47 | Application. (Note: No fee for 15 minutes or less) | - | \$ - | \$ 171 | 0% | \$ - | \$ - | \$ - | 100% | \$ 171 | \$ - | \$ - | \$ - |
| Total User Fees | | | | | | \$277,412 | \$241,670 | \$35,742 | | | \$275,679 | \$34,009 | \$1,733 |
| % of Full Cost | | | | | | | 87% | 13% | | | 99% | 14% | 1% |

Footnotes

Fees #24 and 25 - these fees are set by the State of California at \$16 for a single trip permit and \$90 for an annual permit.

Film fees

User Fee Study Summary Sheet

City of Agoura Hills

Film

2016-2017

| Ord | Service Name | Annual Volume | Current | | | | | Recommendations | | | | | | |
|-----|-----------------------------------|---------------|-------------|-----------|--------------------|-------------|----------------|-----------------|----------------|--------------------|----------------|-------------------|---------------------|--|
| | | | Per Unit | | Annual | | | Per Unit | | Annual | | Increased Revenue | Recommended Subsidy | |
| | | | Current Fee | Full Cost | Current Recovery % | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | | | |
| 1 | MOTION FILMING | | | | | | | | | | | | | |
| 2 | Application Processing Fee | 48 | \$ 337 | \$ 542 | 62% | \$ 25,993 | \$ 16,176 | \$ 9,817 | 62% | \$ 337 | \$ 16,176 | \$ - | \$ 9,817 | |
| 3 | Per Day, or part thereof | 48 | \$ 300 | \$ 514 | 58% | \$ 24,661 | \$ 14,400 | \$ 10,261 | 58% | \$ 300 | \$ 14,400 | \$ - | \$ 10,261 | |
| 4 | Cancellation Fee | - | \$ - | \$ 337 | 0% | \$ - | \$ - | \$ - | 100% | \$ 337 | \$ - | \$ - | \$ - | |
| 5 | Revision/Rider | - | \$ - | \$ 100 | 0% | \$ - | \$ - | \$ - | 100% | \$ 100 | \$ - | \$ - | \$ - | |
| 6 | STILL PHOTOGRAPHY | | | | | | | | | | | | | |
| 7 | Application Processing Fee | - | \$ - | \$ 100 | 0% | \$ - | \$ - | \$ - | 100% | \$ 100 | \$ - | \$ - | \$ - | |
| 8 | Per Day, or part thereof | - | \$ - | \$ 150 | 0% | \$ - | \$ - | \$ - | 100% | \$ 150 | \$ - | \$ - | \$ - | |
| 9 | Cancellation Fee | - | \$ - | \$ 100 | 0% | \$ - | \$ - | \$ - | 100% | \$ 100 | \$ - | \$ - | \$ - | |
| 10 | Revision/Rider | - | \$ - | \$ 50 | 0% | \$ - | \$ - | \$ - | 100% | \$ 50 | \$ - | \$ - | \$ - | |
| 11 | ROAD USE FEE | | | | | | | | | | | | | |
| 12 | Parking or Driving: 5-30 vehicles | - | \$ - | \$ 200 | 0% | \$ - | \$ - | \$ - | 100% | \$ 200 | \$ - | \$ - | \$ - | |
| 13 | Parking or Driving: 31+ vehicles | - | \$ - | \$ 400 | 0% | \$ - | \$ - | \$ - | 100% | \$ 400 | \$ - | \$ - | \$ - | |
| 14 | ADDITIONAL FEES | | | | | | | | | | | | | |
| 15 | Student Fee | - | \$ - | \$ 100 | 0% | \$ - | \$ - | \$ - | 100% | \$ 100 | \$ - | \$ - | \$ - | |
| 16 | Encroachment Fee | - | \$ - | \$ 146 | 0% | \$ - | \$ - | \$ - | 100% | \$ 146 | \$ - | \$ - | \$ - | |
| 17 | Filming/Shooting without permit | - | \$ - | \$ - | n/a | \$ - | \$ - | \$ - | n/a | \$ 600 | \$ - | \$ - | \$ - | |
| 18 | MONITOR FEES | | | | | | | | | | | | | |
| 19 | 0-8 Hours | - | \$ - | \$ 26 | 0% | \$ - | \$ - | \$ - | 100% | \$ 26 | \$ - | \$ - | \$ - | |
| 20 | 9-12 Hours | - | \$ - | \$ 39 | 0% | \$ - | \$ - | \$ - | 100% | \$ 39 | \$ - | \$ - | \$ - | |
| 21 | 13+ Hours | - | \$ - | \$ 52 | 0% | \$ - | \$ - | \$ - | 100% | \$ 52 | \$ - | \$ - | \$ - | |
| 22 | CITY PARK FILMING | | | | | | | | | | | | | |
| 23 | Non-Profit, per day | - | \$ - | \$ 500 | 0% | \$ - | \$ - | \$ - | 100% | \$ 500 | \$ - | \$ - | \$ - | |
| 24 | Private Rate, per day | - | \$ - | \$ 750 | 0% | \$ - | \$ - | \$ - | 100% | \$ 750 | \$ - | \$ - | \$ - | |
| 25 | Processing fee | - | \$ - | \$ 10 | 0% | \$ - | \$ - | \$ - | 100% | \$ 10 | \$ - | \$ - | \$ - | |
| 26 | Parking Lot Rental, per hour | - | \$ - | \$ 75 | 0% | \$ - | \$ - | \$ - | 100% | \$ 75 | \$ - | \$ - | \$ - | |
| 83 | Commercial Collectors | 1 | \$ 27,600 | \$ 76,759 | 36% | \$ 76,759 | \$ 27,600 | \$ 49,159 | 36% | \$ 27,600 | \$ 27,600 | \$ - | \$ 49,159 | |
| 84 | Residential Collectors | 1 | \$ 18,400 | \$ 51,173 | 36% | \$ 51,173 | \$ 18,400 | \$ 32,773 | 36% | \$ 18,400 | \$ 18,400 | \$ - | \$ 32,773 | |
| | Total User Fees | | | | | \$178,585 | \$76,576 | \$102,009 | | | \$76,576 | \$0 | \$102,009 | |
| | % of Full Cost | | | | | | 43% | 57% | | | 43% | 0% | 57% | |

Footnotes

Planning fees

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | Recommendations | | | | | |
|-----|---|---------------|-------------|-----------|--------------------|----------------|-----------------|----------------|--------------------|-----------------------------|-------------------|----------|
| | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | |
| | | | Current Fee | Full Cost | | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue ² | Increased Revenue | |
| 1 | Acceptance Affidavit | - | \$ 121 | \$ 147 | 83% | \$ - | \$ - | \$ - | 100% | \$ 147 | \$ - | \$ - |
| 2 | Affordable Housing Development | - | 50% of fees | \$ - | n/a | n/a | n/a | n/a | 100% | 50% of fees | n/a | n/a |
| 3 | Amendment to Approved Application | - | | | | \$ - | | | | | | |
| 4 | - Minor Amendment | 1 | \$ 1,804 | \$ 2,085 | 87% | \$ 2,085 | \$ 1,804 | \$ 281 | 100% | \$ 2,085 | \$ 2,085 | \$ 281 |
| 5 | - Major Amendment | - | \$ 3,342 | \$ 3,926 | 85% | \$ - | \$ - | \$ - | 100% | \$ 3,926 | \$ - | \$ - |
| 6 | Annexation | - | \$ 33,949 | \$ 37,276 | 91% | \$ - | \$ - | \$ - | 100% | \$50,000 deposit | n/a | n/a |
| 7 | Appeals to Planning Commission | - | | | | \$ - | | | | | | |
| 8 | - Hearing Fee | - | \$ 1,652 | \$ 1,879 | 88% | \$ - | \$ - | \$ - | 100% | \$ 1,879 | \$ - | \$ - |
| 9 | - Plus Hearing Notification Fee | - | | | | \$ - | | | | | | |
| 10 | Appeals to City Council | - | | | | \$ - | | | | | | |
| 11 | - Hearing Fee | 2 | \$ 1,000 | \$ 1,879 | 53% | \$ 3,759 | \$ 2,000 | \$ 1,759 | 53% | \$ 1,000 | \$ 2,000 | \$ - |
| 12 | Plus Hearing Notification Fee | - | | | | \$ - | | | | | | |
| 13 | Certificate of Compliance | - | \$ 580 | \$ 632 | 92% | \$ - | \$ - | \$ - | 100% | \$ 632 | \$ - | \$ - |
| 14 | Conditional Use Permit | - | | | | \$ - | | | | | | |
| 15 | - Commercial Use in Existing Bldg. | 1 | \$ 1,917 | \$ 2,220 | 86% | \$ 2,220 | \$ 1,917 | \$ 303 | 100% | \$ 2,220 | \$ 2,220 | \$ 303 |
| 16 | - Commercial/Multi-Family Add . | - | \$ 3,134 | \$ 3,548 | 88% | \$ - | \$ - | \$ - | 100% | \$ 3,548 | \$ - | \$ - |
| 17 | -New SFD-S.E.A. -Hillside | 5 | \$ 5,690 | \$ 6,732 | 85% | \$ 33,660 | \$ 28,450 | \$ 5,210 | 100% | \$ 6,732 | \$ 33,660 | \$ 5,210 |
| 18 | - New Commercial/Multi-Family | 2 | \$ 6,251 | \$ 7,409 | 84% | \$ 14,817 | \$ 12,502 | \$ 2,315 | 100% | \$ 7,409 | \$ 14,817 | \$ 2,315 |
| 19 | - Addition | - | \$ 1,991 | \$ 2,239 | 89% | \$ - | \$ - | \$ - | 100% | \$ 2,239 | \$ - | \$ - |
| 20 | Day Care Permit | 1 | \$ 1,185 | \$ 1,336 | 89% | \$ 1,336 | \$ 1,185 | \$ 151 | 100% | \$ 1,336 | \$ 1,336 | \$ 151 |
| 21 | Day Care Permit Hearing if Requested | 1 | \$ 1,137 | \$ 1,259 | 90% | \$ 1,259 | \$ 1,137 | \$ 122 | 100% | \$ 1,259 | \$ 1,259 | \$ 122 |
| 22 | Development Agreement | - | \$ 4,560 | \$ 4,729 | 96% | \$ - | \$ - | \$ - | 100% | \$ 4,729 | \$ - | \$ - |
| 23 | Fortune Telling Permit | - | \$ 300 | \$ 704 | 43% | \$ - | \$ - | \$ - | 100% | \$ 704 | \$ - | \$ - |
| 24 | General Plan Amendment | - | | | | | | | | | | |
| 25 | -Pre-Screen Review | 1 | \$ 1,880 | \$ 2,112 | 89% | \$ 2,112 | \$ 1,880 | \$ 232 | 100% | \$ 2,112 | \$ 2,112 | \$ 232 |
| 26 | -Public Hearing | 1 | \$ 3,042 | \$ 3,376 | 90% | \$ 3,376 | \$ 3,042 | \$ 334 | 100% | \$ 3,376 | \$ 3,376 | \$ 334 |
| 27 | Geological/Geotechnical Consultant Review | - | | | | | | | | | | |
| 28 | -Planning Review Fee | - | \$ 535 | \$ 535 | 100% | \$ - | \$ - | \$ - | 100% | \$ 535 | \$ - | \$ - |
| 29 | -Consultant Review Fee | - | \$2,000 dep | \$ - | n/a | n/a | n/a | n/a | 100% | \$5,000 deposit | n/a | n/a |
| 30 | Landscape Plan Check | - | | | | | | | | | | |
| 31 | -Administrative Review | - | \$ 386 | \$ 467 | 83% | \$ - | \$ - | \$ - | 100% | \$ 467 | \$ - | \$ - |
| 32 | -Consultant Review/Full Cost of Review | - | | | | | | | | | | |
| 33 | --Site Inspection Only | - | \$ 200 | \$ - | n/a | n/a | n/a | n/a | 100% | \$200 deposit | n/a | n/a |
| 34 | --Single Family Residence | - | \$1,000 dep | \$ - | n/a | n/a | n/a | n/a | 100% | \$1,500 deposit | n/a | n/a |
| 35 | --Other | - | \$2,500 dep | \$ - | n/a | n/a | n/a | n/a | 100% | \$3,000 deposit | n/a | n/a |
| 36 | Lot Line Adjustments | 1 | \$ 437 | \$ 505 | 86% | \$ 505 | \$ 437 | \$ 68 | 100% | \$ 505 | \$ 505 | \$ 68 |
| 37 | Modification | 2 | \$ 1,085 | \$ 1,237 | 88% | \$ 2,474 | \$ 2,170 | \$ 304 | 100% | \$ 1,237 | \$ 2,474 | \$ 304 |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | Recommendations | | | | | | |
|------|--|---------------|-----------------|-----------|--------------------|----------------|-----------------|----------------|--------------------|-----------------|-------------------|----------|--|
| | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | Current Fee | Full Cost | | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | | |
| 38 | Oak Tree Permit | - | | | | | | | | | | | |
| 39 | -Administrative Review | - | | | | | | | | | | | |
| 40 | -Single Family Residence | - | | | | | | | | | | | |
| 41 | --Planning | 6 | \$ 371 | \$ 371 | 100% | \$ 2,226 | \$ 2,226 | - | 100% | \$ 371 | \$ 2,226 | \$ - | |
| 42 | --Consultant | - | | | | | | | | | | | |
| 43 | ---4 trees or fewer | - | \$350 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$525 deposit | n/a | n/a | |
| 44 | ---5 trees or more | - | \$600 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$1,000 deposit | n/a | n/a | |
| 45 | -Commercial | - | | | | | | | | | | | |
| 46 | --Planning | 6 | \$ 662 | \$ 662 | 100% | \$ 3,972 | \$ 3,972 | - | 100% | \$ 662 | \$ 3,972 | \$ - | |
| 47 | --Consultant | - | | | | | | | | | | | |
| 48 | ---4 trees or fewer | - | \$350 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$700 deposit | n/a | n/a | |
| 49 | ---5 trees or more | - | \$600 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$1,200 deposit | n/a | n/a | |
| 50 | -Public Hearing Review | - | | | | | | | | | | | |
| 51 | --Single Family Residence | - | | | | | | | | | | | |
| 52 | ---Planning | 5 | \$ 371 | \$ 371 | 100% | \$ 1,855 | \$ 1,855 | - | 100% | \$ 371 | \$ 1,855 | \$ - | |
| 53 | ---Consultant, 4 or less trees | - | \$1,000 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$2,000 deposit | n/a | n/a | |
| 53.5 | ---Consultant, 5 or more trees | - | \$1,000 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$3,000 deposit | n/a | n/a | |
| 54 | --Commercial | - | | | | | | | | | | | |
| 55 | ---Planning | 4 | \$ 662 | \$ 662 | 100% | \$ 2,648 | \$ 2,648 | - | 100% | \$ 662 | \$ 2,648 | \$ - | |
| 56 | ---Consultant, 4 or less trees | - | \$1,000 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$3,000 deposit | n/a | n/a | |
| 56.5 | ---Consultant, 5 or more trees | - | \$1,000 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$4,500 deposit | n/a | n/a | |
| 57 | -Minor Oak Tree Permit | - | \$ 112 | \$ 135 | 83% | \$ - | \$ - | - | 100% | \$ 135 | \$ - | \$ - | |
| 58 | --Consultant | - | \$ 100 | \$ - | n/a | n/a | n/a | n/a | 100% | \$275 deposit | n/a | n/a | |
| 59 | Occupancy Inspection (per request) | - | \$ 168 | \$ 203 | 83% | \$ - | \$ - | - | 100% | \$ 203 | \$ - | \$ - | |
| 60 | Outdoor Dining Permit | - | \$ 1,210 | \$ 1,413 | 86% | \$ - | \$ - | - | 100% | \$ 1,413 | \$ - | \$ - | |
| 61 | Parade Permit | - | \$ 505 | \$ 609 | 83% | \$ - | \$ - | - | 100% | \$ 609 | \$ - | \$ - | |
| 62 | Parcel Map | - | | | | | | | | | | | |
| 63 | -Tentative | 1 | \$ 1,324 | \$ 1,552 | 85% | \$ 1,552 | \$ 1,324 | 228 | 100% | \$ 1,552 | \$ 1,552 | \$ 228 | |
| 64 | -Final | - | \$ 312 | \$ 334 | 93% | \$ - | \$ - | - | 100% | \$ 334 | \$ - | \$ - | |
| 65 | -Minor Revisions | - | \$ 862 | \$ 974 | 88% | \$ - | \$ - | - | 100% | \$ 974 | \$ - | \$ - | |
| 66 | -Major Revisions | - | \$ 2,375 | \$ 2,689 | 88% | \$ - | \$ - | - | 100% | \$ 2,689 | \$ - | \$ - | |
| 67 | Plan Check (administrative) | 500 | \$ 56 | \$ 68 | 83% | \$ 33,838 | \$ 28,000 | 5,838 | 100% | \$ 68 | \$ 33,838 | \$ 5,838 | |
| 68 | Plan Check (post Planning Commission Review) | - | | | | | | | | | | | |
| 69 | -Single Family Residence Addition | 4 | \$ 337 | \$ 541 | 62% | \$ 2,166 | \$ 1,348 | 818 | 100% | \$ 541 | \$ 2,166 | \$ 818 | |
| 70 | -New SFR | - | \$ 4,119 | \$ 4,963 | 83% | \$ - | \$ - | - | 100% | \$ 4,963 | \$ - | \$ - | |
| 71 | -New Commercial/Industrial | 3 | \$ 4,594 | \$ 5,513 | 83% | \$ 16,540 | \$ 13,782 | 2,758 | 100% | \$ 5,513 | \$ 16,540 | \$ 2,758 | |
| 72 | -Commercial/Industrial Addition (new) | - | \$ - | \$ 1,083 | 0% | \$ - | \$ - | - | 100% | \$ 1,083 | \$ - | \$ - | |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Current | | | | | | Recommendations | | | | |
|-----|---------------------------------------|---------------|-----------------|-----------|--------------------|-------------|----------------|-----------------|----------------|--------------------|----------------|-------------------|
| | | Annual Volume | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | |
| | | | Current Fee | Full Cost | | Annual Cost | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue |
| 73 | Planning Application Interpretation | - | \$ 1,948 | \$ - | 0% | \$ - | \$ - | \$ - | 100% | \$ - | \$ - | \$ - |
| 74 | Pre-Application Review | - | | | | | | | | | | |
| 75 | -Administrative Cost | 1 | \$ 1,500 | \$ 3,537 | 42% | \$ 3,537 | \$ 1,500 | \$ 2,037 | 100% | \$ 3,537 | \$ 3,537 | \$ 2,037 |
| 76 | -Consultants Deposit | - | \$3,028 deposit | \$ - | n/a | n/a | n/a | n/a | 100% | \$3,028 deposit | n/a | n/a |
| 77 | Public Hearing Notification | - | | | | | | | | | | |
| 78 | -Site Plan/ Architectural Review | - | | | | | | | | | | |
| 79 | --Developed Residential | - | \$ 519 | \$ 821 | 63% | \$ - | \$ - | \$ - | 100% | \$ 821 | \$ - | \$ - |
| 80 | --Other | 4 | \$ 844 | \$ 1,061 | 80% | \$ 4,246 | \$ 3,376 | \$ 870 | 100% | \$ 1,061 | \$ 4,246 | \$ 870 |
| 81 | -CUP/VAR/TTM/TPM | - | | | | | | | | | | |
| 82 | --Developed Residential | - | \$ 844 | \$ 1,061 | 80% | \$ - | \$ - | \$ - | 100% | \$ 1,061 | \$ - | \$ - |
| 83 | --Other | 11 | \$ 844 | \$ 1,061 | 80% | \$ 11,675 | \$ 9,284 | \$ 2,391 | 100% | \$ 1,061 | \$ 11,675 | \$ 2,391 |
| 84 | -Modification | - | | | | | | | | | | |
| 85 | --Developed Residential | - | \$ 519 | \$ 821 | 63% | \$ - | \$ - | \$ - | 100% | \$ 821 | \$ - | \$ - |
| 86 | --Other | - | \$ 844 | \$ 1,061 | 80% | \$ - | \$ - | \$ - | 100% | \$ 1,061 | \$ - | \$ - |
| 87 | -Day Care Permit (large family) | 1 | \$ 519 | \$ 821 | 63% | \$ 821 | \$ 519 | \$ 302 | 100% | \$ 821 | \$ 821 | \$ 302 |
| 88 | Restrictive Covenant | - | \$ 650 | \$ 740 | 88% | \$ - | \$ - | \$ - | 100% | \$ 740 | \$ - | \$ - |
| 89 | Right-of-Way Abandonment | - | \$ 821 | \$ 882 | 93% | \$ - | \$ - | \$ - | 100% | \$ 882 | \$ - | \$ - |
| 90 | Sign Permit | - | | | | | | | | | | |
| 91 | -Administrative Review | 27 | \$ 74 | \$ 90 | 82% | \$ 2,436 | \$ 1,998 | \$ 438 | 100% | \$ 90 | \$ 2,436 | \$ 438 |
| 92 | -Planning Commission Review | 2 | \$ 1,211 | \$ 1,417 | 85% | \$ 2,833 | \$ 2,422 | \$ 411 | 100% | \$ 1,417 | \$ 2,833 | \$ 411 |
| 93 | Site Check | - | \$ 243 | \$ 293 | 83% | \$ - | \$ - | \$ - | 100% | \$ 293 | \$ - | \$ - |
| 94 | Site Plan/ Architectural Review | - | | | | | | | | | | |
| 95 | -Zoning Administrator | 7 | \$ 1,440 | \$ 1,674 | 86% | \$ 11,719 | \$ 10,080 | \$ 1,639 | 100% | \$ 1,674 | \$ 11,719 | \$ 1,639 |
| 96 | -Planning Commission - New | 2 | \$ 6,452 | \$ 7,607 | 85% | \$ 15,214 | \$ 12,904 | \$ 2,310 | 100% | \$ 7,607 | \$ 15,214 | \$ 2,310 |
| 97 | -Planning Commission - Addition (new) | 2 | \$ 6,452 | \$ 4,999 | 129% | \$ 9,998 | \$ 12,904 | \$ (2,906) | 100% | \$ 4,999 | \$ 9,998 | \$ (2,906) |
| 98 | Specific Plan Amendment | - | | | | | | | | | | |
| 99 | -Pre-Screen Review | - | \$ 3,717 | \$ 3,869 | 96% | \$ - | \$ - | \$ - | 100% | \$ 3,869 | \$ - | \$ - |
| 100 | -Public Hearing | - | \$ 5,206 | \$ 6,137 | 85% | \$ - | \$ - | \$ - | 100% | \$ 6,137 | \$ - | \$ - |
| 101 | Temporary Use Permit | 12 | \$ 381 | \$ 438 | 87% | \$ 5,251 | \$ 4,572 | \$ 679 | 100% | \$ 438 | \$ 5,251 | \$ 679 |
| 102 | Tract Map | - | | | | | | | | | | |
| 103 | -Tentative | - | \$ 1,324 | \$ 1,552 | 85% | \$ - | \$ - | \$ - | 100% | \$ 1,552 | \$ - | \$ - |
| 104 | -Vesting | 1 | \$ 1,324 | \$ 1,552 | 85% | \$ 1,552 | \$ 1,324 | \$ 228 | 100% | \$ 1,552 | \$ 1,552 | \$ 228 |
| 105 | -Final | - | \$ 212 | \$ 235 | 90% | \$ - | \$ - | \$ - | 100% | \$ 235 | \$ - | \$ - |
| 106 | -Minor Revisions | - | \$ 862 | \$ 974 | 88% | \$ - | \$ - | \$ - | 100% | \$ 974 | \$ - | \$ - |
| 107 | -Major Revisions | - | \$ 2,375 | \$ 2,689 | 88% | \$ - | \$ - | \$ - | 100% | \$ 2,689 | \$ - | \$ - |
| 108 | Variance | - | | | | | | | | | | |
| 109 | -Existing Project (new) | 1 | \$ 2,845 | \$ 2,853 | 100% | \$ 2,853 | \$ 2,845 | \$ 8 | 100% | \$ 2,853 | \$ 2,853 | \$ 8 |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Annual Volume | Current | | | | | | Recommendations | | | | |
|-----------------|---|---------------|-----------------|-----------|--------------------|----------------|----------------|----------------|--------------------|---|-------------------|----------|--|
| | | | Per Unit | | Current Recovery % | Annual | | Per Unit | | Annual | | | |
| | | | Current Fee | Full Cost | | Annual Revenue | Annual Subsidy | Recovery Level | Fee @ Policy Level | Annual Revenue | Increased Revenue | | |
| 110 | -New Project | 5 | \$ 2,827 | \$ 3,341 | 85% | \$ 16,704 | \$ 14,135 | \$ 2,569 | 100% | \$ 3,341 | \$ 16,704 | \$ 2,569 | |
| 111 | Wireless Facilities | - | | | | | | | | | | | |
| | -Admin permit under section 6409(a) of Spectrum Act | - | \$ 2,648 | \$ 2,853 | 93% | n/a | n/a | n/a | 100% | \$2,853 plus \$5,000 deposit | | | |
| 112 | Act | - | \$ 2,648 | \$ 2,853 | 93% | n/a | n/a | n/a | 100% | \$5,000 deposit \$2,853 plus \$3,341 plus \$5,000 deposit | | | |
| 113 | -Admin permit within the BPM zone | 1 | \$ 2,648 | \$ 2,853 | 93% | n/a | n/a | n/a | 100% | \$5,000 deposit \$3,341 plus \$5,000 deposit | | | |
| 114 | -Planning Commission | - | \$ 2,648 | \$ 3,341 | 79% | n/a | n/a | n/a | 100% | \$5,000 deposit | | | |
| 115 | Zone Change | - | | | | | | | | | | | |
| 116 | Zoning Ordinance Amendment | - | | | | | | | | | | | |
| 117 | -Pre-Screen Review | - | \$ 3,489 | \$ 4,115 | 85% | \$ - | \$ - | \$ - | 100% | \$ 4,115 | \$ - | \$ - | |
| 118 | -Public Hearing | 2 | \$ 4,352 | \$ 5,089 | 86% | \$ 10,179 | \$ 8,704 | \$ 1,475 | 100% | \$ 5,089 | \$ 10,179 | \$ 1,475 | |
| 119 | Massage Establishment Permit | - | \$ 56 | \$ 217 | 26% | \$ - | \$ - | \$ - | 100% | \$ 217 | \$ - | \$ - | |
| 121 | Environmental Assessment | - | | | | | | | | | | | |
| 122 | -Exempt Projects | - | \$ 674 | \$ 812 | 83% | \$ - | \$ - | \$ - | 100% | \$ 812 | \$ - | \$ - | |
| 123 | -Initial Study | - | \$ 2,830 | \$ 3,375 | 84% | \$ - | \$ - | \$ - | 100% | \$ 3,375 | \$ - | \$ - | |
| 124 | -Negative Declaration | - | consultant +20% | \$ 27,415 | n/a | n/a | n/a | n/a | 100% | consultant +20% | \$ - | \$ - | |
| 125 | -Mitigated Negative Declaration | - | consultant +20% | \$ 27,415 | n/a | n/a | n/a | n/a | 100% | consultant +20% | \$ - | \$ - | |
| 126 | -Environmental Impact Report | - | consultant +20% | \$ 27,415 | n/a | n/a | n/a | n/a | 100% | consultant +20% | \$ - | \$ - | |
| 127 | Agoura Village Development Permit | - | | | | | | | | | | | |
| 128 | -Concept Review | 1 | \$ - | \$ - | n/a | n/a | n/a | n/a | 100% | \$4,000 deposit | \$ - | \$ - | |
| 129 | -Formal Application | 1 | \$ - | \$ - | n/a | n/a | n/a | n/a | 100% | \$8,000 deposit | \$ - | \$ - | |
| 133 | Time Extension, Administrative Approval | - | \$ - | \$ 185 | 0% | \$ - | \$ - | \$ - | 100% | \$ 185 | \$ - | \$ - | |
| 134 | Time Extension, Planning Commission Approval | - | \$ - | \$ 2,085 | 0% | \$ - | \$ - | \$ - | 100% | \$ 2,085 | \$ - | \$ - | |
| Total User Fees | | | | | | \$231,418 | \$198,246 | \$33,172 | | \$229,659 | \$31,413 | | |
| % of Full Cost | | | | | | | 86% | 14% | | | 99% | 16% | |

Comparison Analysis

COMPARISON SURVEY - CITY OF AGOURA HILLS

BUILDING PERMIT & PLAN CHECK

| DEPARTMENT | AGOURA HILLS CURRENT FEE | AGOURA HILLS PROPOSED | CALABASAS | CULVER CITY | BURBANK |
|----------------------------|-----------------------------|--------------------------|--|--|--|
| Building Permit | | | | | |
| \$2,000 valuation | \$84 | \$132 | \$98 | \$90 | \$90 |
| \$25,000 valuation | \$483 | \$659 | \$558 | \$568 | \$373 |
| \$100,000 valuation | \$1,317 | \$1,319 | \$1,530 | \$1,468 | \$994 |
| \$250,000 valuation | \$2,315 | \$2,374 | \$2,685 | \$3,610 | \$1,737 |
| \$500,000 valuation | \$3,978 | \$3,957 | \$4,610 | \$7,180 | \$2,974 |
| \$1,000,000 valuation | \$7,303 | \$6,595 | \$8,460 | \$13,300 | \$5,449 |
| Building Plan Check | | | | | |
| \$250,000 valuation | 88.5% of bldg permit | 116% of bldg permit | 85% of bldg permit 70% of electrical permit 40% of plumbing permit 50% of mechanical permit | 75% of total building, electrical, plumbing and mechanical permit fee; plus \$136/hour for revisions | Building: 65% of building permit; plumbing, electrical, mechanical = \$136/hour |

City of Agoura Hills, California
 Planning Department - Brief Comparison Survey

| Jurisdiction | Variance | Site Plan/ Architectural Review (SPAR) | Conditional Use Permits | Tentative Tract Map |
|---------------------------------------|---|--|--|---|
| Agoura Hills - Current | Existing Project: \$2,845 New Project: \$2,827 | Zoning Administrator: \$1,440 Planning Commission: \$6,452 | Comm Use in Exist Bldg: \$1,917 Comm/Muti Fam Addn: \$3,134 New SFD-S.E.A.- Hillside: 5,690 New Comm/Multi Fam \$6,251 Addition: \$1,991 | \$1,324 |
| Agoura Hills - Proposed | Existing Project: \$2,853 New Project: \$3,341 | Zoning Administrator: \$1,674 Planning Commission- New: \$7,607 Planning Commission- Addition: \$5,000 | Comm Use in Exist Bldg: \$2,220 Comm/Muti Fam Addn: \$3,548 New SFD-S.E.A.- Hillside: 6,732 New Comm/Multi Fam \$7,409 Addition: \$2,239 | \$1,552 |
| Calabasas (fees unchanged since 1991) | Residential: \$1,127 | \$988 | Single Family: \$1,715 | \$4,909 |
| | Commercial: \$2,255 | | Other: \$3,430 | |
| Oxnard | \$3,056 | \$2,911 | Special Use: Alcohol \$2,081; Minor \$3,406; Other \$7,996 | \$7,700 deposit |
| Simi Valley | \$2,599 + hourly billings up to \$900 | \$3,056 | Others: \$5,424 + \$200/acre + hourly billings up to \$1,898 | \$5,716 + hourly billings up to \$2,000 |
| Thousand Oaks | \$3,060 | \$5,810 | SFD \$1,196; Antenna \$1,066; Alcohol Sales \$5,035; Large Proj \$8,441 | \$12,000 deposit |
| Westlake Village | \$1,081 | Plot Plan \$300 | \$1,081 | \$2,510 |

* All Calabasas Planning fees require an additional 25% of the original fee for Building and Engineering review.

City of Agoura Hills, California
 Planning Department - Brief Comparison Survey

| Jurisdiction | Oak Tree Permit | Temporary Use Permits | Appeal |
|---------------------------------------|--|--------------------------------------|--|
| Agoura Hills - Current | single family home: \$371 Other: \$662 | \$381 | To Planning Commission: \$1,652 plus \$844 notification fee To Council: \$1,000 plus \$844 notification fee |
| Agoura Hills - Proposed | single family home: \$371 Other: \$662 | \$438 | To Planning Commission: \$1,879 plus \$1,061 notification fee To Council: \$1,879 plus \$1,061 notification fee |
| Calabasas (fees unchanged since 1991) | Single Family: \$1,428 Other: \$2,856 | \$301 | \$150 |
| Simi Valley | Developer Requested: \$397 + \$5 / tree Homeowner Requested: \$93 + \$5 / tree | \$58 Cleanup Deposit: \$1,000 | To Planning Commission: \$3,095 To Council: \$4,329 |
| Thousand Oaks | Dead or Hazardous Tree = No fee 1-3 trees = \$100 4+ trees = \$2,806 | \$266 | To Planning Commission: \$1,365 To Council: \$1,470 |

* All Calabasas Planning fees require an additional 25% of the original fee for Building and Engineering review.

City of Agoura Hills, California
Engineering Department - Brief Comparison Survey

| Jurisdiction | Improvement Plan Check | Curb Drain | Driveway |
|---------------------------------------|--|--|---|
| Agoura Hills - Current | <p>\$1-\$100k val = \$3,868 \$101k-\$500k = \$9,500 \$501k+ = \$16,497</p> | \$176 | \$176 |
| Agoura Hills - Proposed | <p>\$1-\$100k val = \$4,366 \$101k-\$500k = \$9,497 \$501k+ = \$17,740</p> | \$180 | \$182 |
| Calabasas (fees unchanged since 1991) | <p>\$720 + 7.2% of 1st \$50k val 5.75% of next \$100k val 4.30% of remaining val</p> | \$50 | Residential: \$50 Commercial: \$125 |
| Simi Valley | <p>\$1-25k val = \$2,000 \$50k val = \$3,125 \$300k val = \$11,875 plus 3% of val over \$300k</p> | <p>\$110 plus \$750 cleanup deposit</p> | Residential: \$156 Commercial: \$188 plus \$750 cleanup deposit |
| Thousand Oaks | <p>6% of project valuation Project exceeding 3 years = add 1 15% of original fee</p> | \$123 | \$123 |

City of Agoura Hills, California
Engineering Department - Brief Comparison Survey

| Jurisdiction | Grading Plan Check | Final Map |
|---------------------------------------|--|--|
| Agoura Hills - Current | 50 CY: \$229 5,000 CY \$1,190 20,000 CY \$1,897 50,000 CY: \$3,049 76,000 CY: \$4,048 | \$4,567 |
| Agoura Hills - Proposed | 50 CY: \$680 5,000 CY \$1,360 20,000 CY \$2,040 50,000 CY: \$3,060 76,000 CY: \$4,250 | 1 - 4 lots \$5,840 Each add'l 5 lots: \$2,550 |
| Calabasas (fees unchanged since 1991) | Concept Review \$1,500 Up to 500 CY- Rough: \$1,025 Up to 500 CY- Precise: \$2,125 Over 500 CY- Rough: \$1,800 Over 500 CY- Precise: \$2,300 | 1-3 checks: \$3,450 + \$35/lot Each add'l check: \$403 |
| Simi Valley | 50 CY: \$250 1,000 CY \$2,500 10,000 CY: \$4,500 100,000 CY: \$6,500 | \$1,850 + \$30/lot 4th + plan check: \$575 + \$13/lot |
| Thousand Oaks | 50 CY: \$305 1000 CY \$4,635 10,000 CY: \$8,750 100,000 CY: \$19,000 (4th + plan check: 15% of orig fee) | First three checks: \$8,000 + \$500/lot Each add'l check: 15% of original fee |

RESOLUTION NO. 17-1842

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, ADOPTING A CITY-WIDE COMPREHENSIVE USER FEE STUDY, ADOPTING A COMPREHENSIVE FEE SCHEDULE AND AMENDING FEES AND CHARGES FOR SERVICES RENDERED IN RELATION TO BUSINESS LICENSE ADMINISTRATION, BUILDING AND SAFETY, CITY CLERK, ENGINEERING, FILM, AND PLANNING DIVISIONS

The City Council of the City of Agoura Hills does hereby resolve as follows:

Section 1. Findings. The City Council of the City of Agoura Hills ("City Council") hereby finds, determines and declares that:

- A. The City Council has determined that it is necessary to assess fees for the process of private development related requests, planning, engineering, building and safety related requests, and other services;
- B. On January 27, 1993, the City Council adopted Resolution No. 93-766, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS ESTABLISHING FEES FOR PERMITS REQUIRED BY THE VARIOUS CODE REGULATING PRIVATE CONSTRUCTION."
- C. On June 27, 2012, the City adopted Resolution 12-1672, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, AMENDING FEES AND CHARGES FOR SERVICES RENDERED IN RELATION TO THE PLANNING, ENGINEERING, AND BUILDING AND SAFETY DIVISIONS, amending the fees and charges for services rendered in relation to planning, engineering, and building and safety.
- D. The City Council has conducted an extensive analysis of its services, the costs reasonably borne by the City in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services;
- E. The City Council has determined that City staff provides many types of services ("Services") involving requests by City customers ("Applicants"); and

F. The City currently imposes various development-related fees and user fees (collectively "User Fees") upon Applicants to recover the costs of staff time and other expenses related to providing these Services; and

G. Current User Fees charged for the City's Services do not adequately recoup the City's costs of providing certain Services, and thus, a certain amount of these costs are currently paid out of the City's general fund and, therefore, borne by the general public; and

H. The City Council finds that providing these Services is of special benefit to Applicants, both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to better recover the costs of providing these Services from Applicants who have sought the City's Services by revising its schedule of User Fees; and

I. The proposed User Fees are, initially, based upon the information contained in a document by City staff and Consultant ("Consultant") entitled "City of Agoura Hills Development and User Fee Study Report" ("User Fee Study"), dated February 24, 2017, and updated by staff to reflect current costs of the City to provide the Services; and

J. Based upon the User Fee Study and the updated information, the City (i) identifies the purpose of the proposed fees, (ii) identifies the use to which the fees will be put, (iii) demonstrates a reasonable relationship between the fees' use and the types of projects on which the fees are imposed, and (iv) demonstrates a reasonable relationship between the amount of the fees and the cost of the City's Services attributable to the applications on which the fees are imposed; and

K. Pursuant to state law, the City may impose fees for certain services.

L. Pursuant to Government Code Section 66000, *et seq.*, the City is empowered to impose fees covering up to 100 percent of the actual costs of providing Services to Applicants; and

M. The City desires to adjust certain fees up to the actual costs incurred by the City in providing these Services; and

N. Government Code Section 66000 *et seq.* allows local agencies to charge fees for various activities, as long as those fees do not exceed the estimated reasonable costs of providing the service for which the fee is intended; and

O. Pursuant to Government Code Sections 66014, 66016 and 66018, the specific fees to be charged for certain regulations, services, and

products must be adopted by resolution, following notice and public hearing; and

P. Notice of public hearing has been given pursuant to Government Code Section 6062a, and written notice has been provided to interested parties who filed written requests for mailed notice of meetings on new or increased development-related fees or service charges; and

Q. The City Council conducted a duly noticed public hearing on March 22, 2017, at which time the public was invited to make oral and written presentations as part of the regularly scheduled meeting, prior to the adoption of this Resolution; and

R. At least ten (10) days prior to the public hearing referenced above, the City made available for public inspection information required under Government Code Section 66000, *et seq.*; and

S. The City published notice of the public hearing, as described above, in accordance with Government Code Sections 6062(a), 66014, 66016, 66017 and 66018 for the various User Fees; and

T. The approval of the User Fees established in this Resolution does not constitute a "project" under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15378(b)(4) because such actions involve the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and

U. The approval of the User Fees established in this Resolution is categorically exempt from CEQA under CEQA guidelines Section 15273 (a)(1) because the Resolution is merely establishing fees to meet operating expenses.

Section 2. Adoption of the Report and Methodology. The City Council hereby approves the City of Agoura Hills Development and User Fee Study Report dated February 24, 2017, and adopts the methodology for calculating and collecting the fees and charges established therein.

Section 3. Adoption of Fees and Charges. The City Council hereby adopts the City of Agoura Hills Development and User Fee Schedule ("User Fee Schedule") as set forth in attached **Exhibit "A"** and incorporated by this reference. Unless otherwise stated in the User Fee Schedule, all User Fees shall be paid to the City by the Applicant prior to the City's performance of the requested Services.

Section 4. Repeal of Conflicting Resolutions. It is the desire of the City Council that all fees and charges for services, programs or products be set forth in one document for ease of reference. Accordingly, any and all provisions of

prior Resolutions of the City Council establishing or modifying fees for the services, programs or products set forth in Exhibit "A," are hereby repealed and replaced, as of the effective date of this Resolution in the manner set forth in Exhibit "A;" provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity. The City Council desires to clarify that in adopting this Resolution, it is taking action only on those fees for the services, programs or products set forth in Exhibit A which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect and are hereby restated for convenience so that all fees are set forth in one document.

Section 5. CEQA. The approval of the User Fees established in this Resolution does not constitute a "project" under the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines Section 15378(b)(4) because such actions involve the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, the approval of the User Fees established in this Resolution is categorically exempt from CEQA under CEQA guidelines Section 15273 (a)(1) because the approval of the User Fees is merely establishing fees to meet operating expenses.

Section 6. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution, or any part hereof, is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution, or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

Section 7. Effective Date. The User Fees set listed in the User Fee Schedule in Exhibit A shall become effective on May 22, 2017, which is no earlier than the 60th day from the date this Resolution is adopted.

Section 8. Certification. The Mayor shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED, this 22nd day of March, 2017,
by the following vote to wit:

AYES: ()
NOES: ()
ABSENT: ()
ABSTAIN: ()

Denis Weber, Mayor

ATTEST:

Kimberly M. Rodrigues, MMC
City Clerk

EXHIBIT "A"

City of Agoura Hills Development and User Fee Schedule

[Please see attached.]

City of Agoura Hills Development and User Fee Schedule

City of Agoura Hills

Business License Administration Fee

2016-2017

| Ord | Service Name | Current Fee | Proposed Fee |
|-----|-------------------------------------|-------------|--------------|
| 1 | Business License Administration Fee | \$ 65 | \$ 69 |

City of Agoura Hills Development and User Fee Schedule

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current Fee | Proposed Fee | Column1 |
|------|--|-----------------|------------------|---|
| 1 | BUILDING PERMIT | | | |
| 2 | \$2,000 - \$25,000 Construction Valuation | \$ 84 | \$ 132 | plus \$22.94 per \$1,000 of valuation over \$2,000 |
| 3 | \$25,001 - \$100,000 Construction Valuation | \$ 483 | \$ 659 | plus \$8.79 per \$1,000 of valuation over \$25,000 |
| 4 | \$100,001 - \$250,000 Construction Valuation | \$ 1,317 | \$ 1,319 | plus \$7.03 per \$1,000 of valuation over \$100,000 |
| 5 | \$250,001 - \$500,000 Construction Valuation | \$ 2,315 | \$ 2,374 | plus \$6.33 per \$1,000 of valuation over \$250,000 |
| 6 | \$500,001 - \$1,000,000 Construction Valuation | \$ 3,978 | \$ 3,957 | plus \$5.28 per \$1,000 of valuation over \$500,000 |
| 7 | \$1,000,001+ Construction Valuation | \$ 7,303 | \$ 6,595 | plus \$4.28 per \$1,000 of valuation over \$1,000,000 |
| 8 | BUILDING PLAN CHECK | | | |
| 9 | \$250,000 Construction Valuation | 89% of bldg pmt | 116% of bldg pmt | |
| 10 | PLUMBING FEES | | | |
| 11.7 | Minimum Permit Fee (new) | \$ - | \$ 92 | |
| 12 | Plumbing Fixture or trap or set of fixtures on one trap (including drainage, vent water piping and backflow prevention devices therefore), (hose bibs are considered fixtures), each | \$ 14 | \$ 66 | |
| 13 | Permanent-Type Dishwasher whether individually trapped or not, each | \$ 14 | \$ 66 | |
| 14 | Future Stacks or Branches, each waste inlet | \$ 7 | \$ 66 | |
| 15 | Roof Drain, each | \$ 14 | \$ 66 | |
| 16 | Drainage or sewer backwater valve, each | \$ 42 | \$ 66 | |
| 17 | Industrial Waste Interceptor, including its trap and vent, and grease interceptor, each | \$ 137 | \$ 165 | |
| 18 | For each swimming pool drainage trap and receptor, whether connected to a building drain or a building sewer (water supply for pool not included) | \$ 15 | \$ 99 | |
| 19 | For each gas piping system on any one meter or alteration, extension or retest of existing gas piping system: Low Pressure: 5 outlets or Less | \$ 14 | \$ 99 | |
| 20 | For each gas piping system on any one meter or alteration, extension or retest of existing gas piping system: Medium or High Pressure System, each: | \$ 60 | \$ 99 | |
| 21 | Gas meter not under control and maintenance of the serving gas supplier, each | \$ 14 | \$ 99 | |
| 22 | Gas pressure regulator other than appliance regulators, each | \$ 14 | \$ 66 | |
| 23 | Water Heater and/or Vent, each | \$ 14 | \$ 20 | |
| 24 | For each repair or alteration of drainage and/or vent piping, each fixture | \$ 14 | \$ 66 | |
| 25 | Piece of water-treating equipment, each | \$ 14 | \$ 66 | |
| 26 | Water Pressure Regulator, each | \$ 14 | \$ 66 | |
| 27 | For potable water not covered elsewhere in fee schedule, over 3 inches: | \$ 109 | \$ 66 | |

City of Agoura Hills Development and User Fee Schedule

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current Fee | Proposed Fee | Column1 |
|------|--|-------------|--------------|---------|
| 28 | For replacing water piping in a building, each | \$ 5 | \$ 132 | |
| 28.5 | For replacing the plumbing for each plumbing fixture, each | \$ - | \$ 21 | |
| 29 | Backflow Prevention Device for Sprinkler Systems on any one Meter, each | \$ 14 | \$ 66 | |
| 30 | Trap Primer, each | \$ 14 | \$ 66 | |
| 31 | Solar Potable Water Heating System, including water heater and vent, each | \$ 82 | \$ 99 | |
| 32 | Chemical Waste System, each | \$ 82 | \$ 99 | |
| 33 | Rainwater System, each | \$ 109 | \$ 132 | |
| 34 | Grey Water System, each | \$ 86 | \$ 132 | |
| 35 | MECHANICAL FEES | | | |
| 36.7 | Minimum Permit Fee (new) | \$ - | \$ 92 | |
| 37 | For the installation, alteration, or relocation of Heater or Boiler, each When the number of air inlets and outlets are unknown, for each 1,000 square | \$ 109 | \$ 132 | |
| 38 | feet or fraction thereof of conditioned area | \$ 82 | \$ 99 | |
| 39 | For the installation, relocation, or replacement of each appliance vent installed and not included in an Appliance permit. | \$ 82 | \$ 99 | |
| 40 | For new or relocation if an AC condenser/ Coil/ FAU/ Air Handling Unit, each For replacement of an AC condenser/ Coil/ FAU/ Air Handling Unit, each in the | \$ 54 | \$ 132 | |
| 40.5 | same location | \$ - | \$ 66 | |
| 41 | For each evaporative cooler other than portable type | \$ 54 | \$ 88 | |
| 42 | For Ventilation Fans which serve a single register: For each Ventilation System which is not a portion of any air conditioning | \$ 20 | \$ 66 | |
| 43 | system for which a permit is required elsewhere in this Code. For installation of each Commercial Kitchen Hood or product conveying Duct | \$ 109 | \$ 132 | |
| 44 | System | \$ 164 | \$ 264 | |
| 44.5 | Spray Booth | \$ 164 | \$ 198 | |
| 45 | For the installation of each Fire Damper | \$ 54 | \$ 66 | |
| 45.5 | For installation, alteration or relocation of a manufactured fireplace, each For the alteration of an existing duct system for which a permit is not required | \$ - | \$ 198 | |
| 46 | elsewhere in this Code | \$ 82 | \$ 99 | |
| 48 | ELECTRICAL FEES | | | |
| 49.7 | Minimum Permit Fee (new) For new private, residential, in-ground swimming pools for single or | \$ - | \$ 92 | |
| 50 | multifamily occupancies, including a complete system of necessary branch | \$ 137 | \$ 165 | |

City of Agoura Hills Development and User Fee Schedule

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current Fee | Proposed Fee | Column1 |
|------|---|-------------|--------------|---------|
| | For other types of swimming pools, therapeutic whirlpools, spas, hot tubs, and | | | |
| 51 | alterations to existing swimming pools, each | \$ 109 | \$ 132 | |
| | For 15 or 20 ampere 208 volt to 277 volt lighting, each Receptacle, Switches, | | | |
| 52 | Lighting, Etc | \$ 82 | \$ 99 | |
| | For receptacle, switch, lighting, or other outlets at which current is used or | | | |
| 53 | controlled except services, feeders and meters: | \$ 2 | \$ 1 | |
| 54 | For lighting fixtures, sockets, or other lamp holding devices: | \$ 2 | \$ 1 | |
| 55 | For pole or platform mounted lighting fixtures, each | \$ 2 | \$ 1 | |
| 56 | For theatrical-type lighting fixtures or assemblies, each | \$ 2 | \$ 2 | |
| | For fixed residential appliances or receptacle outlets for same: including wall | | | |
| 57 | mounted electric ovens, counter-mounted cooking tops, electric ranges, self- | \$ 9 | \$ 1 | |
| | For a temporary service power pole or pedestal, including all pole or pedestal | | | |
| 58 | mounted receptacle outlets and appurtenances, each | \$ 77 | \$ 92 | |
| | For a temporary distribution system and temporary lighting and receptacle | | | |
| 59 | outlets for construction sites, decorative lighting, Christmas tree sales lots, | \$ 77 | \$ 92 | |
| | Branch circuit fees apply to new branch circuit wiring and the lighting fixtures, | | | |
| 60 | switches, and receptacles which are supplied by these branch circuits, | \$ 11 | \$ 1 | |
| | Any appliance installed in a non-residential occupancy and not exceeding | | | |
| 61 | three horsepower, kilowatt (KW), or kilovoltampere (KVA) in rating, including | \$ 77 | \$ 92 | |
| 63 | Busways | \$ 54 | \$ 66 | |
| | Signs, outline lighting and marquees: (for signs, outline lighting systems, or | | | |
| 64 | marquees supplied from one branch circuit, each | \$ 82 | \$ 99 | |
| | For additional branch circuits within the same sign, outline lighting system or | | | |
| 65 | marquee, each | \$ 11 | \$ 1 | |
| 66 | New electrical panel or subpanel | \$ 109 | \$ 132 | |
| 67 | Upgrade electrical panel or subpanel | \$ 137 | \$ 198 | |
| 68 | Electrical Vehicle Charging Station, Residential | \$ - | \$ 66 | |
| 68.5 | Electrical Vehicle Charging Station, Commercial | \$ - | \$ 132 | |
| 69 | OTHER FEES | | | |
| 70 | Application/Inspection/Investigation for relocation of Buildings | \$ 158 | \$ 190 | |
| | Investigations/Inspections outside of normal business hours, per hour (1.5x | | | |
| 71 | hourly rate) | \$ 225 | \$ 273 | |
| 72 | Inspections for which no fee is specifically indicated, per hour | \$ 150 | \$ 182 | |
| 73 | Copy of Permits/Documents, 1st page | \$ 0.50 | \$ 0.25 | |
| 74 | Copy of Permits/Documents, Addtl pages | \$ 0.25 | \$ 0.25 | |
| 75 | Copy of Permits/Documents (11 x 17), 1st page | \$ 0.50 | \$ 0.25 | |
| 76 | Copy of Permits/Documents (11 x 17), addtl pages | \$ 0.13 | \$ 0.25 | |

City of Agoura Hills Development and User Fee Schedule

City of Agoura Hills
Building and Safety
2016-2017

| Ord | Service Name | Current Fee | Proposed Fee | Column 1 |
|-----|---|---------------------------|---------------------------|----------|
| 77 | Copy of Standard Tenant Improvement Sheets (24 x 36), each | \$ 5.00 | \$ 5.00 | |
| 78 | Copy of Type V Sheets (24 x 36), each | \$ 5.00 | \$ 5.00 | |
| 79 | Copy of Plans, 1st page | \$ 5.00 | \$ 5.00 | |
| 80 | Copy of Plans, Additional Pages | \$ 3.00 | \$ 5.00 | |
| 81 | Assignment or Changes of Address | \$ 94 | \$ 116 | |
| 83 | Issuance of a Temporary Certificate of Occupancy | \$ 341 | \$ 423 | |
| 84 | Extension of a Temporary Certificate of Occupancy | \$ 96 | \$ 116 | |
| 85 | Written Application for use of Alternate Materials or Methods of Construction | \$ 357 | \$ 431 | |
| 87 | Application/Interpretations prior to Submittal of Permit Application. (Note: No | \$ 238 | \$ 286 | |
| 91 | Permit Fee but not less than | \$ 357 | \$ 663 | |
| 92 | Noncompliance fee, when person fails to comply with written order | \$ 94 | \$ 111 | |
| 93 | Request for a Hearing before Building Board of Appeals | \$ 415 | \$ 521 | |
| 94 | Issuance of any Permit (flat fee) | \$ 30 | \$ 35 | |
| 95 | Expediting Plan Check Review (50% more than the regular plan review fee) | \$ 299 | \$ 349 | |
| 96 | Sign Plan Review: Without electrical or engineering work | \$ 87 | \$ 104 | |
| 98 | Plan Review of Garden Walls: Per City Standard | \$ 45 | \$ 53 | |
| 101 | Plan Review of Retaining Walls: Per City Standard | \$ 45 | \$ 53 | |
| 104 | Swimming Pool Plan Review: Per City Standard | \$ 45 | \$ 349 | |
| 106 | Plan Review for Patios/Balcony: Per City Standard | \$ 45 | \$ 53 | |
| 111 | Temporary Tents: Plan Review | \$ 193 | \$ 349 | |
| 113 | Plan Check for which no fee is specifically indicated, per hour | \$ 193 | \$ 233 | |
| 114 | Residential Solar Panels: Plan Review | \$ 70 | \$ 70 | |
| 115 | Residential Solar Panels: Permit Fees | \$ 250 | \$ 250 | |
| 116 | Commercial Solar Panels: Plan Review | \$ 140 | \$ 140 | |
| 117 | Commercial Solar Panels: Permit Fees | \$ 400 | \$ 400 | |
| 118 | Inspection for each Window Change Out (up to 4 windows) | \$ 20 | \$ 20 | |
| 119 | Technology Fee | \$1.27 per \$1k valuation | \$1.27 per \$1k valuation | |

User Fee Study Summary Sheet

City of Agoura Hills

City Clerk

2016-2017

| | | Current | |
|-----|--------------------------------|-------------|--------------|
| | | Per Unit | |
| Ord | Service Name | Current Fee | Proposed Fee |
| 1 | Photocopies, BW, 1st page | \$ 0.50 | \$ 0.25 |
| 2 | Photocopies, BW, each add'l | \$ 0.25 | \$ 0.25 |
| 3 | Photocopies, Color, 1st page | \$ 0.50 | \$ 0.35 |
| 4 | Photocopies, Color, each add'l | \$ 0.25 | \$ 0.35 |
| 5 | CD Copies (new) | \$ - | \$ 4.00 |
| 6 | GIS Photocopies (new) | \$ - | actual cost |
| 7 | Document Copies (new) | \$ - | actual cost |

User Fee Study Summary Sheet

City of Agoura Hills
 Engineering (PW)
 2016-2017

| Ord | Service Name | Current Fee | Proposed Fee |
|-----|--|-------------|--------------|
| 1 | Traffic | \$ | \$ |
| 2 | Traffic Control Plan Review | \$ 1,359 | \$ 1,772 |
| 3 | Traffic Engineering Deposit | \$ 3,824 | \$ 4,286 |
| 4 | Public Improvement Plan Check | | |
| 5 | \$1 - \$100,000 | \$ 3,868 | \$ 4,366 |
| 6 | \$100,001 - \$500,000 | \$ 9,500 | \$ 9,497 |
| 7 | \$500,001 + | \$ 16,497 | \$ 17,740 |
| 8 | Plan Check Revisions - Per Submittal | \$ 1,431 | \$ 1,760 |
| 9 | Final Map Check, 1-4 lots | \$ 4,567 | \$ 5,840 |
| 9.5 | Final Map Check, each add'l 5 lots (new) | \$ - | \$ 2,550 |
| 10 | Public Improvement Inspection | | |
| 11 | \$1 - \$100,000 | \$ 1,381 | \$ 1,383 |
| 12 | \$100,001 - \$500,000 | \$ 2,160 | \$ 2,153 |
| 13 | \$500,001 + | \$ 2,680 | \$ 2,668 |
| 14 | Encroachment Permits | | |
| 15 | Encroachment Permit Issuance | \$ 146 | \$ 147 |
| 16 | Sidewalk, Curb, or Driveway Apron | \$ 176 | \$ 182 |
| 17 | Curb Drains/Sidewalk Drains | \$ 176 | \$ 180 |
| 18 | Tree Stump (Remove) | \$ 88 | \$ |
| 19 | Trench 1-25 feet | \$ 352 | \$ 522 |
| 20 | Trench ea. addl. 25 feet | \$ 352 | \$ 522 |
| 21 | Dumpster - 3 yd. (Remove) | \$ 81 | \$ 82 |
| 22 | Dumpster - 20 yd. (Remove) | \$ 81 | \$ 82 |
| 23 | Annual Dumpster Permit | \$ 80 | \$ 82 |

User Fee Study Summary Sheet

City of Agoura Hills
 Engineering (PW)
 2016-2017

| Ord | Service Name | Current Fee | Proposed Fee |
|------|--|-------------|----------------------|
| 24 | Oversize Vehicle, per trip, per vehicle | \$ 40 | \$ 16 |
| 25 | Annual Oversize Vehicle Permit | \$ 40 | \$ 90 |
| 26 | Misc. Encroachment Permit | \$ 40 | \$ 41 |
| 27 | SECTION 2 | | |
| 28 | A. Tentative Parcel/Tract Maps | \$ 3,352 | \$ 3,640 |
| 28.5 | Aa. Tentative Parcel/Tract Maps, each add'l 5 lots (new) | \$ - | \$ 1,360 |
| 29 | B. Certificate of Compliance - Lot Line Adjustment | \$ 1,450 | \$ 1,735 |
| 30 | C. Certificate of Compliance - Existing Parcel of Land | \$ 1,450 | \$ 1,735 |
| 31 | D. Pubic Easement Dedication | \$ 1,450 | \$ 1,735 |
| 32 | E. Public Easement Vacation | \$ 1,450 | \$ 1,735 |
| 33 | F. Certificate of Correction | \$ 1,450 | \$ 1,735 |
| 34 | Single Family Home | | |
| 35 | Encroachment Permit Issuance | \$ - | \$ 41 |
| 36 | Sidewalk, Curb, or Driveway Apron | \$ 176 | \$ 177 |
| 37 | Curb Drains/Sidewalk Drains | \$ 176 | \$ 182 |
| 38 | Tree Stump (Remove) | \$ 88 | \$ - |
| 39 | Misc. Encroachment Permit | \$ 40 | \$ 41 |
| 40 | GRADING PLAN CHECK | | |
| 41 | 50 cy | \$ 229 | \$ 680 |
| 42 | 5,000 cy | \$ 1,190 | \$ 1,360 |
| 43 | 20,000 cy | \$ 1,897 | \$ 2,040 |
| 44 | 50,000 cy | \$ 3,049 | \$ 3,060 |
| 45 | 76,000 cy | \$ 4,048 | \$ 4,250 |
| 46 | Conceptual Plan Review (new) | \$ - | contractor cost +10% |

User Fee Study Summary Sheet

City of Agoura Hills
Engineering (PW)
2016-2017

| Ord | Service Name | Current Fee | Proposed Fee |
|-----|--|-------------|--------------|
| | Preliminary Plan Review for Conceptual Approval, Code Application/Interpretations prior to Submittal of Permit Application. (Note: No 47 fee for 15 minutes or less) | \$ - | \$ 171 |

User Fee Study Summary Sheet

City of Agoura Hills

Film

2016-2017

| Ord | Service Name | Current Fee | Fee @ Policy Level |
|-----|-----------------------------------|-------------|--------------------|
| 1 | MOTION FILMING | | |
| 2 | Application Processing Fee | \$ 337 | \$ 337 |
| 3 | Per Day, or part thereof | \$ 300 | \$ 300 |
| 4 | Cancellation Fee | \$ - | \$ 337 |
| 5 | Revision/Rider | \$ - | \$ 100 |
| 6 | STILL PHOTOGRAPHY | | |
| 7 | Application Processing Fee | \$ - | \$ 100 |
| 8 | Per Day, or part thereof | \$ - | \$ 150 |
| 9 | Cancellation Fee | \$ - | \$ 100 |
| 10 | Revision/Rider | \$ - | \$ 50 |
| 11 | ROAD USE FEE | | |
| 12 | Parking or Driving: 5-30 vehicles | \$ - | \$ 200 |
| 13 | Parking or Driving: 31+ vehicles | \$ - | \$ 400 |
| 14 | ADDITIONAL FEES | | |
| 15 | Student Fee | \$ - | \$ 100 |
| 16 | Encroachment Fee | \$ - | \$ 146 |
| 17 | Filming/Shooting without permit | \$ - | \$ 600 |
| 18 | MONITOR FEES | | |
| 19 | 0-8 Hours | \$ - | \$ 26 |
| 20 | 9-12 Hours | \$ - | \$ 39 |
| 21 | 13+ Hours | \$ - | \$ 52 |
| 22 | CITY PARK FILMING | | |
| 23 | Non-Profit, per day | \$ - | \$ 500 |
| 24 | Private Rate, per day | \$ - | \$ 750 |

User Fee Study Summary Sheet

City of Agoura Hills

Film

2016-2017

| Ord | Service Name | Current Fee | Fee @ Policy Level |
|-----|------------------------------|-------------|--------------------|
| 25 | Processing fee | \$ - | \$ 10 |
| 26 | Parking Lot Rental, per hour | \$ - | \$ 75 |
| 83 | Commercial Collectors | \$ 27,600 | \$ 27,600 |
| 84 | Residential Collectors | \$ 18,400 | \$ 18,400 |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Current Fee | Fee @ Policy Level |
|-----|---|-------------|--------------------|
| 1 | Acceptance Affidavit | \$ 121 | \$ 147 |
| 2 | Affordable Housing Development | 50% of fees | 50% of fees |
| 3 | Amendment to Approved Application | | |
| 4 | - Minor Amendment | \$ 1,804 | \$ 2,085 |
| 5 | - Major Amendment | \$ 3,342 | \$ 3,926 |
| 6 | Annexation | \$ 33,949 | \$50,000 deposit |
| 7 | Appeals to Planning Commission | | |
| 8 | - Hearing Fee | \$ 1,652 | \$ 1,879 |
| 9 | - Plus Hearing Notification Fee | | |
| 10 | Appeals to City Council | | |
| 11 | - Hearing Fee | \$ 1,000 | \$ 1,000 |
| 12 | Plus Hearing Notification Fee | | |
| 13 | Certificate of Compliance | \$ 580 | \$ 632 |
| 14 | Conditional Use Permit | | |
| 15 | - Commercial Use in Existing Bldg. | \$ 1,917 | \$ 2,220 |
| 16 | - Commercial/Multi-Family Add . | \$ 3,134 | \$ 3,548 |
| 17 | -New SFD-S.E.A. -Hillside | \$ 5,690 | \$ 6,732 |
| 18 | - New Commercial/Multi-Family | \$ 6,251 | \$ 7,409 |
| 19 | - Addition | \$ 1,991 | \$ 2,239 |
| 20 | Day Care Permit | \$ 1,185 | \$ 1,336 |
| 21 | Day Care Permit Hearing if Requested | \$ 1,137 | \$ 1,259 |
| 22 | Development Agreement | \$ 4,560 | \$ 4,729 |
| 23 | Fortune Telling Permit | \$ 300 | \$ 704 |
| 24 | General Plan Amendment | | |
| 25 | -Pre-Screen Review | \$ 1,880 | \$ 2,112 |
| 26 | -Public Hearing | \$ 3,042 | \$ 3,376 |
| 27 | Geological/Geotechnical Consultant Review | | |
| 28 | -Planning Review Fee | \$ 535 | \$ 535 |
| 29 | -Consultant Review Fee | \$2,000 dep | \$5,000 deposit |
| 30 | Landscape Plan Check | | |
| 31 | -Administrative Review | \$ 386 | \$ 467 |
| 32 | -Consultant Review/Full Cost of Review | | |
| 33 | --Site Inspection Only | \$ 200 | \$200 deposit |
| 34 | --Single Family Residence | \$1,000 dep | \$1,500 deposit |
| 35 | --Other | \$2,500 dep | \$3,000 deposit |
| 36 | Lot Line Adjustments | \$ 437 | \$ 505 |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Current Fee | Fee @ Policy Level |
|------|--|-----------------|--------------------|
| 37 | Modification | \$ 1,085 | \$ 1,237 |
| 38 | Oak Tree Permit | | |
| 39 | -Administrative Review | \$ | \$ 327 |
| 40 | -Single Family Residence | | |
| 41 | --Planning | \$ 371 | \$ 371 |
| 42 | --Consultant | | |
| 43 | ---4 trees or fewer | \$350 deposit | \$525 deposit |
| 44 | ---5 trees or more | \$600 deposit | \$1,000 deposit |
| 45 | -Commercial | | |
| 46 | --Planning | \$ 662 | \$ 662 |
| 47 | --Consultant | | |
| 48 | ---4 trees or fewer | \$350 deposit | \$700 deposit |
| 49 | ---5 trees or more | \$600 deposit | \$1,200 deposit |
| 50 | -Public Hearing Review | | |
| 51 | --Single Family Residence | | |
| 52 | --Planning | \$ 371 | \$ 371 |
| 53 | --Consultant, 4 or less trees | \$1,000 deposit | \$2,000 deposit |
| 53.5 | --Consultant, 5 or more trees | \$1,000 deposit | \$3,000 deposit |
| 54 | -Commercial | | |
| 55 | --Planning | \$ 662 | \$ 662 |
| 56 | --Consultant, 4 or less trees | \$1,000 deposit | \$3,000 deposit |
| 56.5 | --Consultant, 5 or more trees | \$1,000 deposit | \$4,500 deposit |
| 57 | -Minor Oak Tree Permit | \$ 112 | \$ 135 |
| 58 | --Consultant | \$ 100 | \$275 deposit |
| 59 | Occupancy Inspection (per request) | \$ 168 | \$ 203 |
| 60 | Outdoor Dining Permit | \$ 1,210 | \$ 1,413 |
| 61 | Parade Permit | \$ 505 | \$ 609 |
| 62 | Parcel Map | | |
| 63 | -Tentative | \$ 1,324 | \$ 1,552 |
| 64 | -Final | \$ 312 | \$ 334 |
| 65 | -Minor Revisions | \$ 862 | \$ 974 |
| 66 | -Major Revisions | \$ 2,375 | \$ 2,689 |
| 67 | Plan Check (administrative) | \$ 56 | \$ 68 |
| 68 | Plan Check (post Planning Commission Review) | | |
| 69 | -Single Family Residence Addition | \$ 337 | \$ 541 |
| 70 | -New SFR | \$ 4,119 | \$ 4,963 |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Current Fee | Fee @ Policy Level |
|-----|---------------------------------------|-----------------|--------------------|
| 71 | -New Commercial/Industrial | \$ 4,594 | \$ 5,513 |
| 72 | -Commercial/Industrial Addition (new) | \$ - | \$ 1,083 |
| 73 | Planning Application Interpretation | \$ 1,948 | \$ - |
| 74 | Pre-Application Review | | |
| 75 | -Administrative Cost | \$ 1,500 | \$ 3,537 |
| 76 | -Consultants Deposit | \$3,028 deposit | \$3,028 deposit |
| 77 | Public Hearing Notification | | |
| 78 | -Site Plan/ Architectural Review | | |
| 79 | --Developed Residential | \$ 519 | \$ 821 |
| 80 | --Other | \$ 844 | \$ 1,061 |
| 81 | -CUP/VAR/TTM/TPM | | |
| 82 | --Developed Residential | \$ 844 | \$ 1,061 |
| 83 | --Other | \$ 844 | \$ 1,061 |
| 84 | -Modification | | |
| 85 | --Developed Residential | \$ 519 | \$ 821 |
| 86 | --Other | \$ 844 | \$ 1,061 |
| 87 | -Day Care Permit (large family) | \$ 519 | \$ 821 |
| 88 | Restrictive Covenant | \$ 650 | \$ 740 |
| 89 | Right-of-Way Abandonment | \$ 821 | \$ 882 |
| 90 | Sign Permit | | |
| 91 | -Administrative Review | \$ 74 | \$ 90 |
| 92 | -Planning Commission Review | \$ 1,211 | \$ 1,417 |
| 93 | Site Check | \$ 243 | \$ 293 |
| 94 | Site Plan/ Architectural Review | | |
| 95 | -Zoning Administrator | \$ 1,440 | \$ 1,674 |
| 96 | -Planning Commission - New | \$ 6,452 | \$ 7,607 |
| 97 | -Planning Commission - Addition (new) | \$ 6,452 | \$ 4,999 |
| 98 | Specific Plan Amendment | | |
| 99 | -Pre-Screen Review | \$ 3,717 | \$ 3,869 |
| 100 | -Public Hearing | \$ 5,206 | \$ 6,137 |
| 101 | Temporary Use Permit | \$ 381 | \$ 438 |
| 102 | Tract Map | | |
| 103 | -Tentative | \$ 1,324 | \$ 1,552 |
| 104 | -Vesting | \$ 1,324 | \$ 1,552 |
| 105 | -Final | \$ 212 | \$ 235 |
| 106 | -Minor Revisions | \$ 862 | \$ 974 |

User Fee Study Summary Sheet

City of Agoura Hills
Planning (Community Development)
2016-2017

| Ord | Service Name | Current Fee | Fee @ Policy Level |
|-----|---|-----------------|------------------------------|
| 107 | -Major Revisions | \$ 2,375 | \$ 2,689 |
| 108 | Variance | | |
| 109 | -Existing Project (new) | \$ 2,845 | \$ 2,853 |
| 110 | -New Project | \$ 2,827 | \$ 3,341 |
| 111 | Wireless Facilities | | |
| 112 | -Admin permit under section 6409(a) of Spectrum Act | \$ 2,648 | \$2,853 plus \$5,000 deposit |
| 113 | -Admin permit within the BPM zone | \$ 2,648 | \$2,853 plus \$5,000 deposit |
| 114 | -Planning Commission | \$ 2,648 | \$3,341 plus \$5,000 deposit |
| 115 | Zone Change | \$ 3,904 | \$ 4,603 |
| 116 | Zoning Ordinance Amendment | | |
| 117 | -Pre-Screen Review | \$ 3,489 | \$ 4,115 |
| 118 | -Public Hearing | \$ 4,352 | \$ 5,089 |
| 119 | Massage Establishment Permit | \$ 56 | \$ 217 |
| 121 | Environmental Assessment | | |
| 122 | -Exempt Projects | \$ 674 | \$ 812 |
| 123 | -Initial Study | \$ 2,830 | \$ 3,375 |
| 124 | -Negative Declaration | consultant +20% | consultant +20% |
| 125 | -Mitigated Negative Declaration | consultant +20% | consultant +20% |
| 126 | -Environmental Impact Report | consultant +20% | consultant +20% |
| 127 | Agoura Village Development Permit | | |
| 128 | -Concept Review | \$ - | \$4,000 deposit |
| 129 | -Formal Application | \$ - | \$8,000 deposit |
| 133 | Time Extension, Administrative Approval | \$ - | \$ 185 |
| 134 | Time Extension, Planning Commission Approval | \$ - | \$ 2,085 |