

CITY OF VENTURA

ADMINISTRATIVE REPORT

Date: April 21, 2015

Agenda Item No.: 7

Council Action Date: April 27, 2015

To: Honorable Mayor and City Council

**From: Mark D. Watkins, City Manager
Gilbert Garcia, Finance and Technology Director**

**Subject: Public Hearing and Adoption of Proposed User Fees and Rates for
Fiscal Year 2015-2016**

RECOMMENDATION

It is recommended that the City Council hold a public hearing and adopt the proposed User Fee Resolution and Schedule, to be effective July 1, 2015.

COUNCIL PRIORITIES

This process supports the City Council's goals of:

- Delivering Core Services
- Enhancing Public Trust

PREVIOUS COUNCIL ACTION

On October 28, 2013, the City Council opened a public hearing, received a presentation on proposed updates to the current User Fees and Rates, and adopted the current Master Fee Schedule.

SUMMARY

On a recurring basis, staff reviews existing user fees and rates as a basis for recovering allowable costs of certain City services. This report presents staff's recommended changes to the current User Fees and Rates, as well as the creation of six new fees and a few selected other changes.

DISCUSSION

Each year it is the intent of staff to study and update the User Fees and Rates for the City of Ventura. On a bi-annual basis, a full cost of service study is undertaken, as was the case in 2013, and on the interim year, a much simpler Consumer Price Index (CPI) increase is recommended, as is being presented in this report. In an administrative report presented on October 28, 2013, staff presented the results of a full cost of service study that had recently been completed, and the resulting proposed changes to the User Fees and Rates. These are the fees that are in place today. In accordance with prior City Council direction

staff targets recovery of the full cost of service for the majority of the fee-related services and activities identified in the Master Fee Schedule.

Since this is an interim update, this report is intended to reflect a CPI adjustment to the fees until the next full cost of service study is performed. The effective CPI increase for the period of November 2013 through October 2014 is 1.96%. The majority of fees have been increased by 1.96%. Exceptions to the standard CPI increase are identified in a detailed chart in Exhibit A, and are categorized as follows:

- Fees that reflect no changes
- Fees that reflect a decrease
- Fees that reflect an increase greater than the CPI adjustment
- New fees being proposed

Fees that reflect no changes

Thirty-eight fees/fee categories are being recommended for no change due to reasons such as: 1) Fees that are being deliberately subsidized; 2) Fees that are set to encourage compliance; 3) Fees that are the industry standard, etc.

Fees that reflect a decrease

One fee is being recommended to decrease. This fee has been updated to more closely align the fee to the estimated cost of providing review and inspection service.

Fees that reflect an increase greater than the CPI adjustment

Thirty-five fees/fee categories are being recommended for an increase greater than the CPI adjustment. Reasons for the increases include: 1) The removal or reduction of existing fee subsidy; 2) Recalibration of fees to reflect the estimated cost of providing review and inspection services; 3) Implementation of a previously planned multi-year phase-in of fee increases, etc.

New fees being proposed

Six fees/fee categories are recommended to be added to the City's fee schedule. Reasons for these additions include: 1) Adoption of fee for applicant project review services currently provided by the City without a corresponding fee; 2) Fees created to assist in City compliance with new state and federal regulations and standards; 3) Fees intended to allow a project applicant to receive expedited attorney review services, while ensuring that the costs of these services is recovered from the applicant rather than paid for using City General Fund resources, etc. The proposed effective date for all fees is July 1, 2015.

FISCAL IMPACTS

The intent of a CPI adjustment is to reflect the gradual increase of costs due to inflationary pressures, thus there is no net incremental revenue expected.

ALTERNATIVES

Council may choose to:

1. Leave the proposed User Fees and Rates unchanged; however, the directive of City Council to bring fees to a 100% cost recovery level will probably not be achieved.
2. Reduce the current target of 100% cost recovery and provide a subsidy level to selected fees as the City Council may deem appropriate.
3. Implement a CPI increase less than the proposed 1.96%.
4. Approve any combination of partial implementations of the proposed changes.



Gilbert Garcia
Finance and Technology Director

FORWARDED TO THE CITY COUNCIL



Office of the City Manager

Attachment A: Summary of Proposed Changes to Selected Fees

Attachment B: Proposed Fee Schedule Identifying Current Fees, Proposed Fees, and Targeted Cost Recovery Amounts

Attachment C: Recommended Resolution for User Fees

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ATTACHMENT A

SUMMARY OF PROPOSED CHANGES TO SELECTED FEES

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ATTACHMENT A
CITY OF VENTURA
MASTER FEE SCHEDULE UPDATE
UNCHANGED FEES

Service	Current Fee	Proposed Fee	Unit	Reason for Exception
FEES PROPOSED TO REMAIN UNCHANGED				
Planning Fees				
1 4-H Animals Permit	\$27	\$27	each	Community values / fee deliberately subsidized.
2 Appeals	\$1,000	\$1,000	each	Avoid making appeals cost prohibitive.
3 Commercial Color Change	\$250	\$250	each	Community values / fee deliberately subsidized.
4 DRC Sign Review / New Sign Program	\$1,000	\$1,000	each	Community values / fee deliberately subsidized.
5 Historical Landmark Designation	\$400	\$400	each	Community values / fee deliberately subsidized.
6 Outdoor Dining in Public Right-of-Way	\$350	\$350	each	Community values / fee deliberately subsidized.
Construction Permit Fees				
7 Occupancy Class All Alterations / Improvement - 200 SF	\$500	\$500	each	encourage compliance / fee deliberately subsidized.
8 Occupancy Class All Alterations / Improvement - 1,000 SF	\$700	\$700	each	encourage compliance / fee deliberately subsidized.
9 Occupancy Class All Alterations / Improvement - 2,000 SF	\$950	\$950	each	encourage compliance / fee deliberately subsidized.
10 Occupancy Class All Alterations / Improvement - 4,000 SF	\$1,950	\$1,950	each	encourage compliance / fee deliberately subsidized.
11 Forced Air, Gravity, Wall or Suspended Heater 100K BTUH or Less	\$49	\$49	each	encourage compliance / fee deliberately subsidized.
Traffic Engineering Fees				
12 Single Oversize Vehicle Permit	\$16	\$16	each	industry standard / fee set to mirror CalTrans fee.
13 Annual Oversize Vehicle Permit	\$90	\$90	each	industry standard / fee set to mirror CalTrans fee.
14 Residential Parking Permit (two-year permit)	\$20	\$20	each	parking rates not proposed to change.
15 Special Event Parking Permit	\$50 plus per hr/per space fees	\$50 plus per hr/per space fees	each	parking rates not proposed to change.
Utility Fees				
16 Posting Turn Off Notice	\$52	\$52	each	New technology may affect service delivery.
17 Turn Off and Lock Meter	\$64	\$64	each	New technology may affect service delivery.
18 New Service Signor	\$52	\$52	each	New technology may affect service delivery.
19 Same Day Service/After Hours Fee	\$75	\$75	each	Recently adopted fee.
20 Backflow Device Management Fee	\$20	\$20	each	Recently adopted fee.
21 Backflow Device Management Fee - Non-Compliance Fee	\$500	\$500	each	Recently adopted fee.
22 Tampering / Theft Fee	\$150	\$150	each	Recently adopted fee.

ATTACHMENT A
CITY OF VENTURA
MASTER FEE SCHEDULE UPDATE
UNCHANGED FEES

Service	Current Fee	Proposed Fee	Unit	Reason for Exception
FEES PROPOSED TO REMAIN UNCHANGED				
23 Well and Groundwater Conservation Fees (County) - All Fees				Fees set by Ventura County.
24 Waste Diversion Program (AB 939) Fees - All Fees				Fees not examined as part of study, not intended for Public Hearing.
25 Park Area/Field Rental Fees - All Fees Except Sportsfield Rentals				Community values / administrative efficiency.
26 Parks/Rec/CP Program Cost Recovery Targets - All Targets				Community values.
27 Special Event Fees				Community values / administrative efficiency.
28 Wellness Program Fees				Community values / administrative efficiency.
<u>Treasury Fees</u>				
29 Business Tax Certificate for Exemption	\$20	\$20	each	Community values / fee deliberately subsidized.
30 Refund Processing	\$10	\$10	each	Fee deliberately subsidized / refunds only occur for overpayment.
31 Non-Sufficient Funds (NSF - Returned Check)	\$35	\$35	each	Fee set by State.
32 Mobile Home Rent Stabilization Fees				
<u>Police Fees</u>				
33 Alarm Permit	\$50	\$50	each	Encourage compliance / alarms act as a crime deterrent.
34 False Alarm Response	\$180	\$180	each	Fee only applies if the City responds to four or more false alarms in calendar year.
35 Repossessed Vehicle	\$15	\$15	each	Fee set by State.
36 Loud Party Response	\$500	\$500	each	Fee only applies if City responds more than twice in 24-hour period or more than three times in six-month period.
37 Local Records Review	\$25	\$25	each	Fee set by State.
38 City Clerk Fees - All Fees				Community values / administrative efficiency.

ATTACHMENT A
 CITY OF VENTURA
 MASTER FEE SCHEDULE UPDATE
 DECREASED FEES

Service	Current Fee	Proposed Fee	Unit	Reason for Exception
FEES PROPOSED TO DECREASE				
Fire Prevention Fees 1 Residential Fire Sprinkler System: a) Installation - R-3 and R-3.1 Occupancies	\$609	\$296	each	Set to reflect the time currently required to provide service.

ATTACHMENT A
CITY OF VENTURA
MASTER FEE SCHEDULE UPDATE
INCREASED FEES

Service	Current Fee	Proposed Fee	Unit	Reason for Exception
FEES PROPOSED TO INCREASE				
Construction Permit Fees				
1 Building Records Disclosure Report	\$29	\$76	each	Set to reflect the time currently required to provide service.
2 Solar - Photovoltaic	\$1	\$153	each	Set fee to reflect one hour of staff time. Current fee was meant to encourage installation. Installation has now become a more commonly accepted practice and solar installation providers assume permitting fees as part of installation package.
Planning/Construction Permit Fees				
3 General Plan Fee	1%	5%	applicable zoning, variance and new const. fees	Set fee to recover targeted amount of \$75K per year from private development to be used toward General Plan update and maintenance. Conservative estimate of total General Plan maintenance and update expenses is \$1.5M over 10-year period.
Public Right-of-Way Rental Fee				
4 Public Right-of-Way Rental Fee	\$0.62	\$1.25	per SF / per month	Current fee was set at 50% of amount originally recommended by staff. Council adopted fee with goal of moving to 100% of amount recommended by staff. \$1.25 is amount originally recommended by staff. Bills are sent annually, in March. Next bills will be sent in March 2016.
Ventura Water Fees				
5 3/4" Meter & Service	\$6,894	\$8,920	each	City is phasing to 100% cost recovery over three incremental increases. This represents increase 2 of 3.
6 Upgrade 3/4" Service to 1" Meter & Service	\$6,940	\$8,968	each	
7 1" Meter & Service	\$6,940	\$8,968	each	
8 1 1/2" Meter & Service	\$7,812	\$10,294	each	
9 2" Meter & Service	\$8,692	\$10,734	each	
10 3" Meter & Service	\$11,935	\$14,064	each	
11 4" Meter & Service	\$12,242	\$14,324	each	
12 6" Meter & Service	\$13,562	\$15,720	each	
13 1" Hot Tap	\$3,067	\$3,860	each	
14 2" Hot Tap	\$3,269	\$4,038	each	
15 4" Hot Tap	\$5,578	\$6,564	each	
16 6" Hot Tap	\$5,867	\$6,797	each	
17 8" Hot Tap	\$6,616	\$7,319	each	
18 10" Hot Tap	\$7,910	\$8,242	each	

Increased Fees, 4 of 6

ATTACHMENT A
CITY OF VENTURA
MASTER FEE SCHEDULE UPDATE
INCREASED FEES

Service	Current Fee	Proposed Fee	Unit	Reason for Exception
FEES PROPOSED TO INCREASE				
19 Relocate 3/4" Meter & Service	\$7,157	\$8,924	each	City is phasing to 100% cost recovery over three incremental increases. This represents increase 2 of 3.
20 Relocate 1" Meter & Service	\$7,191	\$8,967	each	
21 Relocate 1 1/2" & 2" Meter & Service	\$7,967	\$9,403	each	
22 Relocate 3" Meter & Service	\$11,205	\$12,997	each	
23 Relocate 4" Meter & Service	\$11,262	\$13,026	each	
24 Relocate 6" Meter & Service	\$12,170	\$13,640	each	
25 1" Meter Set	\$575	\$600	each	
26 2" Meter Set	\$1,436	\$1,591	each	
27 3" Meter Set	\$2,083	\$2,316	each	
28 4" Meter Set	\$2,378	\$2,520	each	
29 6" Meter Set	\$3,443	\$3,577	each	
30 Install Commercial Hydrant	\$11,767	\$14,179	each	
31 Install Residential Hydrant	\$11,437	\$13,861	each	
32 Abandon Hydrant	\$4,814	\$6,340	each	
33 Abandon Service 3/4" through 2"	\$3,394	\$4,502	each	
34 Abandon Service 3" through 10"	\$3,913	\$4,971	each	
<u>Sportsfield Rental Fees</u>				
35 Sportsfield Rental Fees				
a) City Sponsored/Co-Sponsored Organizations	\$0	\$0	per field/hr	
b) Residents/Non-Profits/Official Leagues	\$13	\$16	per field/hr	Prior study recommended incremental increases of \$3-\$4 per hour.
c) All Other Renters	\$26	\$30	per field/hr	Prior study recommended incremental increases of \$3-\$4 per hour.
<u>Police Fees</u>				
36 Report Copies	\$20	\$30	each	\$10 increase to capture increased costs of providing reports.

ATTACHMENT A
CITY OF VENTURA
MASTER FEE SCHEDULE UPDATE
NEW FEES

Service	Current Fee	Proposed Fee	Unit	Reason for Exception
NEW FEES PROPOSED				
Planning Fees				
1 Confirmation of Details:				
a) Residential (3-4 Units)	\$0	\$924	per project	Fee intended to recover the costs of providing review services being conducted by the City without a corresponding fee (i.e. refining the fee schedule to reflect services currently provided by Planning staff).
b) Residential (5-15 Units)	\$0	\$1,478	per project	
c) Residential (16+ Units)	\$0	\$2,956	per project	
d) Non-Residential (0-10,000 SF)	\$0	\$924	per project	
e) Non-Residential (10,001+ SF)	\$0	\$1,848	per project	
2 Records Management Fee	\$0	\$7	per sheet	Fee only applies if the City does not receive plan submittal in electronic form or for documents required to be outsourced for scanning (i.e. oversized documents).
3 Wireless Application - Technical Assessment	\$0	\$2,000 deposit	per project	Fee for technical assessment of wireless applications. Fee recommended as a result of new FCC rules.
4 Expedited / Specialized Attorney Review (Contracted)	\$0	\$285	per hour	Fee only applies for applicant projects requesting or requiring expedited or specialized attorney review services.
Land Development Fees				
5 Land Development Plan Review of Bldg Permits for New Construction/Additions/Alterations:				
a) Alterations/Additions - Residential	\$0	\$163	per project	Fee intended to recover the costs of providing review services being conducted by the City without a corresponding fee (i.e. refining the fee schedule to reflect services currently provided by Land Development staff).
b) New Construction - Single Family Residential	\$0	\$163	per project	
c) New Construction - 2-4 Residential Units	\$0	\$325	per project	
d) New Construction - 5+ Residential Units	\$0	\$488	per project	
e) New Construction - Non-Residential	\$0	\$325	per project	
f) Alterations/Additions - Non-Residential	\$0	\$163	per project	
Construction Permit Fees				
6 Certified Access Specialist Program (CASp)	\$0	\$153	each	New fee for plan check and inspection to ensure compliance with applicable state/federal construction-related accessibility standards.
Ventura Water Fees				
7 Private Water Well Agreement	\$0	\$2,389	each	New fee for Ventura Water review of requests for private water wells.

ATTACHMENT B

**PROPOSED FEE SCHEDULE IDENTIFYING CURRENT FEES,
PROPOSED FEES, AND TARGETED COST RECOVERY AMOUNTS**

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CITY OF VENTURA MASTER FEE SCHEDULE

Fees Effective July 1, 2015

Note: This Fee Schedule does not include all fees, rates, or charges that may be imposed by the City of Ventura. Examples of excluded items include, but are not limited to, development impact fees, utility rates, and punitive fines and penalties. Certain items listed in this schedule are shown for reference purposes only, and are not considered as part of the Public Hearing process for setting user and regulatory fees.

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CITY OF VENTURA
MASTER FEE SCHEDULE
 Schedule of Planning Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
PLANNING FEES				
1 4-H Animals Permit	\$27	\$27	each	15%
2 Annexation	\$11,669 plus LAFCO, Board of Equalization Fees, and costs of preparing maps and legal descriptions	\$11,898 plus LAFCO, Board of Equalization Fees, and costs of preparing maps and legal descriptions	each	100%
3 Appeals	\$1,000	\$1,000	each	33%
4 Categorical Exemption	\$181	\$185	each	100%
5 CC&R Review	Actual Cost; \$3,500 Deposit; includes Att'y/Consultant fees	Actual Cost; \$3,500 Deposit; includes Att'y/Consultant fees	each	100%
6 Certificate of Compliance	\$500	\$510	each	100%
7 Conditional Certificate of Compliance	Actual Cost; \$3,500 Deposit; includes Att'y/Consultant fees and Land Dev/Survey fees	Actual Cost; \$3,500 Deposit; includes Att'y/Consultant fees and Land Dev/Survey fees	each	100%
8 Administrative Coastal Development Permit	\$1,812	\$1,848	each	100%
9 Coastal Development Permit	\$2,505	\$2,554	each	100%
10 Commercial Color Change	\$250	\$250	each	46%
11 Confirmation of Details - Residential (3-4 Units)	n/a	\$924	each	100%
12 Confirmation of Details - Residential (5-15 Units)	n/a	\$1,478	each	100%
13 Confirmation of Details - Residential (16+ Units)	n/a	\$2,956	each	100%
14 Confirmation of Details - Non-Residential (0 - 10,000 SF)	n/a	\$924	each	100%
15 Confirmation of Details - Non-Residential (10,001+ SF)	n/a	\$1,848	each	100%
16 Design Review - Residential (3-4 Units)	\$5,310	\$5,414	each	100%
17 Design Review - Residential (5-15 Units)	\$6,285	\$6,408	each	100%
18 Design Review - Residential (16+ Units)	\$9,171	\$9,351	each	100%
19 Design Review - Non-Residential (0 - 10,000 SF)	\$5,492	\$5,599	each	100%
20 Design Review - Non-Residential (10,001+ SF)	\$8,174	\$8,335	each	100%
21 DRC Sign Review / New Sign Program	\$1,000	\$1,000	each	69%
22 Design Review - Conceptual - (fee applies toward Formal DRC Fee)	\$2,645 plus Town Architect fees, if applicable	\$2,697 plus Town Architect fees, if applicable	each	100%
23 Design Review - Minor	\$725	\$739	each	100%
24 Design Review of 1-2 units in Historical District or Historical Structure	\$1,599	\$1,631	each	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Planning Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
PLANNING FEES				
25 Development Agreement (1)	Actual Cost; \$11,100 Deposit	Actual Cost; \$11,300 Deposit	each	100%
26 Directors Permit	\$875	\$892	each	100%
27 Directors Permit - With Hearing	\$1,450	\$1,478	each	100%
28 Entertainment Permit	\$341	\$347	each	100%
29 Entertainment Permit Renewal	\$261	\$266	each	100%
30 Environmental Assessment	Actual Cost; \$9,000 Deposit	Actual Cost; \$9,100 Deposit	each	100%
31 Environmental Impact Report	Actual Cost; \$16,400 Deposit	Actual Cost; \$16,700 Deposit	each	100%
32 Façade Changes	\$544	\$554	each	100%
33 General Plan Amendment	\$10,132	\$10,331	each	100%
34 City Council Project Prescreen (as required by project type)	\$2,718	\$2,771	each	100%
35 Historical Landmark Designation	\$400	\$400	each	13%
36 Historic Review - Preliminary (Structures Over 40 Years)	\$272	\$277	each	100%
37 Potential Historic Resource or Adjacency Survey HPC Review	\$453	\$462	each	100%
38 Historic Resource Assessment - Phase I (2)	\$906 plus actual consultant costs	\$924 plus actual consultant costs	each	100%
39 Historic Resource Assessment - Phase II (2)	\$906 plus actual consultant costs	\$924 plus actual consultant costs	each	100%
40 Historic Resource Assessment - Combined phases I and II (2)	\$1,268 plus actual consultant costs	\$1,293 plus actual consultant costs	each	100%
41 Housing Approval Program (HAP) Small (< 1 Lot or 1 Acre)	\$4,066	\$4,146	each	100%
42 Housing Approval Program (HAP) Medium (> 1 Lot but < 1 Block)	\$5,095	\$5,195	each	100%
43 Housing Approval Program (HAP) Large (> 1 Block)	\$7,747	\$7,899	each	100%
44 Public Noticing (3)				
a) Newspaper and Mailed Notices	\$536	\$547	per notice	100%
b) Sign Posting Removal Deposit	\$500	\$500	per notice	
45 Mills Act Certification	\$2,174	\$2,217	each	100%
46 Minor Change to Permit	\$544	\$554	each	100%
47 Minor Lot Line Adjustment	\$2,216	\$2,259	each	100%
48 News Rack Permit - Initial Permit (first box)	\$54	\$55	each	100%
49 News Rack Permit - Renewal Permit (first box)	\$54	\$55	each	100%
50 News Rack Permit - Initial or Renewal Permit (each additional box)	\$27	\$28	each	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
 Schedule of Planning Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
PLANNING FEES				
51 Ordinance Amendment	\$7,429	\$7,575	each	100%
52 Outdoor Dining in Public Right-of-Way (If License Agreement is needed see Land Development Fee #19)	\$350	\$350	each	48%
53 Parking Determination (District 3)	\$2,763	\$2,817	each	100%
54 Parking Approval	\$2,763	\$2,817	each	100%
55 Planned Development Permit - Residential (1-15 Units)	\$6,130	\$6,250	each	100%
56 Planned Development Permit - Residential (16+ Units)	\$7,489	\$7,635	each	100%
57 Planned Development Permit - Non-Residential	\$6,945	\$7,081	each	100%
58 Administrative Planned Development - Residential (1-15 Units)	\$4,499	\$4,587	each	100%
59 Administrative Planned Development - Residential (16+ Units)	\$5,224	\$5,326	each	100%
60 Administrative Planned Development - Non-Residential (0-2,500 SF)	\$4,589	\$4,679	each	100%
61 Administrative Planned Development - Non-Residential (2,501+ SF)	\$4,680	\$4,772	each	100%
62 Pre-Application	\$4,286	\$4,370	each	100%
63 Records Management Fee (4)	n/a	\$7	per sheet	100%
64 Sign - New Face	\$91	\$92	each	100%
65 Sign - Temporary (A-Frame, Banner, Window)	\$45	\$46	each	100%
66 Sign Variance	\$3,624	\$3,695	each	100%
67 Specific Plan	\$35,272	\$35,963	each	100%
68 Specific Plan Amendment	\$18,016	\$18,369	each	100%
69 Specific Plan Expedited Service (Contract Service)	\$11,506 plus actual consultant costs	\$11,732 plus actual consultant costs	each	100%
70 Stormwater Compliance (MS4)				
a) Less than 1 Acre	\$819	\$835	each	100%
b) Greater than or Equal to 1 Acre	\$1,639	\$1,671	each	100%
71 Street Name Change	\$3,762	\$3,836	each	100%
72 Temporary Use Permit	\$362	\$370	each	100%
73 Time Extension for Start of Construction	\$181	\$185	each	100%
74 Tentative Parcel Map	\$4,680	\$4,772	each	100%
75 Tentative Subdivision Map	\$6,463	\$6,589	each	100%
76 Trailer and RV Permit	\$362	\$370	each	100%
77 Use Permit - Residential	\$4,434	\$4,520	each	100%
78 Use Permit - Alcohol Permit (Restaurant, Winery, Brewery)	\$2,334	\$2,380	each	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Planning Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
PLANNING FEES				
79 Use Permit - All Other Non-Residential	\$7,028	\$7,166	each	100%
80 Administrative Use Permit	\$1,450	\$1,478	each	100%
81 Administrative Variance - Minor	\$1,450	\$1,478	each	100%
82 Variance - Major (5)	\$6,224	\$6,346	each	100%
83 Administrative Variance - Planning Commission	\$7,275	\$7,417	each	100%
84 Wireless Application - Technical Assessment	n/a	Actual Cost; \$2,000 Deposit	each	100%
85 Change of Zone (6)	\$7,075	\$7,214	each	100%
86 Zoning Clearance Verification/Planning Plan Check	\$272	\$277	each	100%
87 Planning Plan Check - Alterations/Additions - Residential	\$91	\$92	each	100%
88 Planning Plan Check - New Construction - Single Family Residential	\$181	\$185	each	100%
89 Planning Plan Check - New Construction - 2-4 Residential Units	\$272	\$277	each	100%
90 Planning Plan Check - New Construction - 5+ Residential Units	\$362	\$370	each	100%
91 Planning Plan Check - New Construction - Non-Residential	\$362	\$370	each	100%
92 Planning Plan Check - Alterations/Additions - Non-Residential	\$181	\$185	each	100%
93 Special Meeting / Activities	\$181	\$185	per hour	100%
94 Amendments to Previously Approved Permits	50% of original permit fee	50% of original permit fee	each	n/a
95 General Plan Fee (Percentage of Total Permit Cost)	1%	5%	per permit	100%
96 Technology Fee (Percentage of Total Permit Cost)	7%	7%	per permit	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
97 Planning Division Staff	\$181	\$185	per hour	100%
98 Town Architect (Contracted)	\$250	\$250	per hour	100%
99 Expedited/Specialized Attorney Review Services (Contracted) (7)	n/a	\$285	per hour	100%

- (1) Projects which are 100% affordable per the City Affordable Housing Program are exempt from this fee.
- (2) Deposit for estimated total fees will be required.
- (3) Includes \$500 fully-refundable deposit to ensure applicant removal of posted signs.
- (4) Fee only applies if the City does not receive plan submittal in electronic form or for documents required to be outsourced for scanning (i.e. oversized documents).
- (5) Major variance required for coastal bluff, prohibited signs, DTSP parking or non-conforming lot projects.
- (6) Fee will not apply if the property owner is bringing the property into compliance with the General Plan.
- (7) For applicant projects requesting or requiring expedited or specialized attorney review services, the applicant will responsible for 100% of the fees charged by the contracted attorney. The City will collect an initial deposit for services, and request additional fees when the actual attorney fees exceed the initial deposit collected. If the actual attorney fees are less than the deposit collected, the City will return the unused portion of the deposit.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Land Development Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
LAND DEVELOPMENT FEES				
1 Public Improvement Plan Check				
a) \$0 - \$10K	\$2,565	\$2,615	per project	100%
b) \$10K - \$50K	\$4,102	\$4,182	per project	100%
c) \$50K - \$100K	\$6,276	\$6,399	per project	100%
d) \$100K - \$250K	\$12,582	\$12,829	per project	100%
e) \$250K - \$500K	\$16,482	\$16,805	per project	100%
f) \$500K - \$1M	\$31,889	\$32,514	per project	100%
g) >\$1M, each additional \$250K or fraction thereof	\$6,839	\$6,973	per project	100%
2 Public Improvement Inspection				
a) \$0 - \$10K	\$1,276	\$1,301	per project	100%
b) \$10K - \$50K	\$2,871	\$2,928	per project	100%
c) \$50K - \$100K	\$8,136	\$8,295	per project	100%
d) \$100K - \$250K	\$16,750	\$17,078	per project	100%
e) \$250K - \$500K	\$34,193	\$34,863	per project	100%
f) \$500K - \$1M	\$54,985	\$56,063	per project	100%
g) >\$1M, each additional \$250K or fraction thereof	\$5,957	\$6,074	per project	100%
3 Storm Water Pollution Prevention Plan - Plan Check				
a) Less than 1 Acre	\$638	\$651	per project	100%
b) Greater than or equal to 1 Acre	\$1,276	\$1,301	per project	100%
c) Additional charge per lot, for residential (in addition to "3a" or "3b" above)	\$160	\$163	per lot	100%
4 Stormwater Pollution Prevention Plan Site Inspection				
a) Less than 1 Acre, and not on a hillside, 303(d) or adjacent to Environmentally Sensitive Area	\$926	\$944	per project	100%
b) Greater than 1 Acre but less than 5 Acres, or on a hillside, 303(d), or adjacent to Environmentally Sensitive Area	\$1,853	\$1,889	per project	100%
c) Each additional acre above 5 acres, or fraction thereof	\$695	\$708	per project	100%
5 Operations and Maintenance Plan	\$638	\$651	each	100%
6 Plan Revision	\$160	\$163	per hour	100%
7 Extension of Time	\$399	\$407	each	100%
8 Final Tract or Parcel Map Plan Check Deposit	Pass Through of Actual Costs	Pass Through of Actual Costs	deposit - each	100%
9 Final Map Processing - City Administrative Fee	\$638	\$651	each	100%
10 Grading Plan Check				
a) 50 cubic yards or less	\$1,595	\$1,626	per project	100%
b) 51 - 100 cubic yards	\$1,914	\$1,952	per project	100%
c) 101 - 500 cubic yards	\$2,074	\$2,114	per project	100%
d) 501 - 1,000 cubic yards	\$3,669	\$3,741	per project	100%
e) 1,001 - 5,000 cubic yards	\$5,264	\$5,367	per project	100%
f) 5,001 - 10,000 cubic yards	\$7,498	\$7,644	per project	100%
g) > 10,000 cubic yards	\$5,105	\$5,205	per project	100%
Each Additional 5,000 CY or Fraction Thereof				

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Land Development Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
LAND DEVELOPMENT FEES					
11	Grading Permit				
	a) 50 cubic yards or less	\$1,117	\$1,139	per project	100%
	b) 51 - 100 cubic yards	\$1,595	\$1,626	per project	100%
	c) 101 - 500 cubic yards	\$1,914	\$1,952	per project	100%
	d) 501 - 1,000 cubic yards	\$2,552	\$2,602	per project	100%
	e) 1,001 - 5,000 cubic yards	\$3,829	\$3,904	per project	100%
	f) 5,001 - 10,000 cubic yards	\$4,467	\$4,554	per project	100%
	g) > 10,000 cubic yards Each Additional 5,000 CY or Fraction Thereof	\$5,264	\$5,367	per project	100%
12	Encroachment Permit - Basic	\$160	\$163	per permit	100%
13	Encroachment Permit - Residential Driveway	\$319	\$325	per driveway	100%
14	Encroachment Permit - Commercial Driveway	\$957	\$976	per driveway	100%
15	Encroachment Permit - Tree Stump	\$319	\$325	per stump	100%
16	Encroachment Permit - Excavation				
	a) 100 square feet or less	\$479	\$488	per project	100%
	b) 101-1,000 square feet	\$798	\$813	per project	100%
	c) 1,001-3,000 square feet	\$1,276	\$1,301	per project	100%
	d) 3,001 - 5,000 square feet	\$1,755	\$1,789	per project	100%
	e) over 5,000 square feet per 5,000 SF or Fraction Thereof	\$1,595	\$1,626	per project	100%
17	Encroachment Permit - Sewer Lateral Installation	\$1,276	\$1,301	per connection	100%
18	Utility Blanket Excavation Permit - For 32 SF or Less	\$957	\$976	per permit	100%
19	License Agreement	\$1,755	\$1,789	each	100%
20	Granting Easements	\$1,276	\$1,301	each	100%
21	Right of Way / Easement Abandonments	\$3,610	\$3,681	each	100%
22	Reimbursement Agreements	\$2,523	\$2,572	each	100%
23	Maintenance Assessment Districts	\$3,031	\$3,090	each	100%
24	TMF Deferral & Payment Agreement	\$1,755	\$1,789	each	100%
25	Traffic Signal - Plan Check	\$1,914	\$1,952	each	100%
26	Traffic Signal - Inspection	\$1,276	\$1,301	each	100%
27	Plan Check - Alterations/Additions - Residential	n/a	\$163	each	100%
28	Plan Check - New Construction - Single Family Residential	n/a	\$163	each	100%
29	Plan Check - New Construction - 2-4 Residential Units	n/a	\$325	each	100%
30	Plan Check - New Construction - 5+ Residential Units	n/a	\$488	each	100%
31	Plan Check - New Construction - Non-Residential	n/a	\$325	each	100%
32	Plan Check - Alterations/Additions - Non-Residential	n/a	\$163	each	100%
33	General Plan Fee (Percentage of Total Permit Cost)	1%	5%	per permit	100%
34	Technology Fee (Percentage of Total Permit Cost)	7%	7%	per permit	100%
35	Plan Check Fee - For in Excess of Three Plan Checks	10% of Original Plan Check Fees	10% of Original Plan Check Fees	per additional plan check	n/a
36	Commencing Work Without a Permit (e.g. Encroachment, Grading)	Twice the Applicable Permit Fee	Twice the Applicable Permit Fee	each	n/a

**CITY OF VENTURA
 MASTER FEE SCHEDULE
 Schedule of Land Development Fees**

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
LAND DEVELOPMENT FEES				
For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:				
Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
37	Public Works Land Development and Traffic Engineering Staff	\$160	per hour	100%
38	Ventura Water Resources Staff	\$130	per hour	100%
39	Public Works Environmental Services Staff	\$116	per hour	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Construction Permit Fees

Occupancy Classification	Threshold SqFt	Adopted Fee - Oct 2013		Proposed Fee - Apr 2015		Cost Recovery Target
		Bldg Type - I-B, II-B, III-B, IV, V-B		Bldg Type - I-B, II-B, III-B, IV, V-B		
		Base Fee	Fee Per Add'l 100 SF	Base Fee	Fee Per Add'l 100 SF	
1 A - Assembly	1,000	\$ 2,798.44	\$ 30.61	\$ 2,853.29	\$ 31.20	100%
	5,000	\$ 4,022.64	\$ 13.14	\$ 4,101.49	\$ 13.40	100%
	10,000	\$ 4,679.67	\$ 14.17	\$ 4,771.39	\$ 14.45	100%
	20,000	\$ 6,096.67	\$ 4.70	\$ 6,216.17	\$ 4.79	100%
	50,000	\$ 7,506.19	\$ 3.54	\$ 7,653.31	\$ 3.61	100%
2 B, I, M - Business, Institutional, Mercantile	1,000	\$ 3,537.83	\$ 9.55	\$ 3,607.17	\$ 9.73	100%
	5,000	\$ 3,919.69	\$ 13.70	\$ 3,996.52	\$ 13.97	100%
	10,000	\$ 4,604.79	\$ 13.80	\$ 4,695.05	\$ 14.07	100%
	20,000	\$ 5,984.36	\$ 4.32	\$ 6,101.65	\$ 4.41	100%
	50,000	\$ 7,281.57	\$ 3.46	\$ 7,424.28	\$ 3.53	100%
3 E, R-2, R-1 - Educational, Multi-Family	1,000	\$ 3,575.27	\$ 7.67	\$ 3,645.34	\$ 7.83	100%
	5,000	\$ 3,882.25	\$ 12.95	\$ 3,958.35	\$ 13.21	100%
	10,000	\$ 4,529.92	\$ 18.23	\$ 4,618.71	\$ 18.59	100%
	20,000	\$ 6,353.12	\$ 3.91	\$ 6,477.64	\$ 3.98	100%
	50,000	\$ 7,524.91	\$ 2.85	\$ 7,672.40	\$ 2.90	100%
4 F, S, H - Factory, Storage, High-Hazard	1,000	\$ 3,650.14	\$ 7.67	\$ 3,721.68	\$ 7.83	100%
	5,000	\$ 3,957.13	\$ 13.10	\$ 4,034.69	\$ 13.36	100%
	10,000	\$ 4,612.28	\$ 14.60	\$ 4,702.68	\$ 14.89	100%
	20,000	\$ 6,072.34	\$ 3.72	\$ 6,191.36	\$ 3.79	100%
	50,000	\$ 7,187.97	\$ 3.29	\$ 7,328.86	\$ 3.36	100%
5 All - Alterations/Improvements - Plan Check Required Non-Residential	200	\$ 500.00	\$ -	\$ 500.00	\$ -	24%
	1,000	\$ 700.00	\$ -	\$ 700.00	\$ -	23%
	2,000	\$ 950.00	\$ -	\$ 950.00	\$ -	28%
	4,000	\$ 1,950.00	\$ -	\$ 1,950.00	\$ -	49%
	10,000	\$ 4,552.38	\$ 11.72	\$ 4,641.61	\$ 11.95	100%
6 R-3 - Dwellings Custom, Model	20,000	\$ 5,724.17	\$ 11.72	\$ 5,836.37	\$ 11.95	100%
	1,000	\$ 2,265.00	\$ 102.95	\$ 2,309.39	\$ 104.97	71% - 100%
	2,000	\$ 3,294.49	\$ 22.46	\$ 3,359.06	\$ 22.90	100%
	3,000	\$ 3,519.11	\$ 37.44	\$ 3,588.09	\$ 38.17	100%
	4,000	\$ 3,893.47	\$ 44.92	\$ 3,969.78	\$ 45.81	100%
7 R-3 - Dwellings Production Phase	5,000	\$ 4,342.72	\$ 14.23	\$ 4,427.84	\$ 14.51	100%
	10,000	\$ 5,054.04	\$ 14.23	\$ 5,153.10	\$ 14.51	100%
	1,000	\$ 2,208.80	\$ 3.74	\$ 2,252.10	\$ 3.82	100%
	2,000	\$ 2,246.24	\$ -	\$ 2,290.27	\$ -	100%
	3,000	\$ 2,246.24	\$ 22.46	\$ 2,290.27	\$ 22.90	100%
8 U - Utility Structures and Buildings	4,000	\$ 2,470.85	\$ -	\$ 2,519.28	\$ -	100%
	5,000	\$ 2,470.85	\$ 11.23	\$ 2,519.28	\$ 11.45	100%
	10,000	\$ 3,032.43	\$ 11.23	\$ 3,091.86	\$ 11.45	100%
	100	\$ 1,918.66	\$ 9.83	\$ 1,956.27	\$ 10.02	100%
	500	\$ 1,957.97	\$ 22.09	\$ 1,996.35	\$ 22.52	100%
9 O - All Shell Buildings	1,000	\$ 2,068.41	\$ 5.24	\$ 2,108.95	\$ 5.34	100%
	2,000	\$ 2,120.83	\$ 7.92	\$ 2,162.39	\$ 8.08	100%
	5,000	\$ 2,358.55	\$ 12.35	\$ 2,404.78	\$ 12.60	100%
	10,000	\$ 2,976.27	\$ 12.35	\$ 3,034.60	\$ 12.60	100%
	1,000	\$ 2,761.00	\$ 6.97	\$ 2,815.12	\$ 7.11	100%
	5,000	\$ 3,039.91	\$ 7.79	\$ 3,099.50	\$ 7.94	100%
	10,000	\$ 3,429.26	\$ 14.45	\$ 3,496.48	\$ 14.73	100%
	20,000	\$ 4,874.34	\$ 2.28	\$ 4,969.88	\$ 2.33	100%
	50,000	\$ 5,559.45	\$ 2.66	\$ 5,668.41	\$ 2.71	100%
	100,000	\$ 6,888.47	\$ 2.66	\$ 7,023.49	\$ 2.71	100%

**CITY OF VENTURA
 MASTER FEE SCHEDULE
 Schedule of Construction Permit Fees**

Occupancy Classification	Threshold SqFt	Adopted Fee - Oct 2013		Proposed Fee - Apr 2015		Cost Recovery Target
		Bldg Type - II-A, III-A, V-A		Bldg Type - II-A, III-A, V-A		
		Base Fee	Fee Per Add'l 100 SF	Base Fee	Fee Per Add'l 100 SF	
1 A - Assembly	1,000	\$ 3,358.13	\$ 36.73	\$ 3,423.95	\$ 37.45	100%
	5,000	\$ 4,827.17	\$ 15.77	\$ 4,921.78	\$ 16.08	100%
	10,000	\$ 5,615.60	\$ 17.00	\$ 5,725.67	\$ 17.34	100%
	20,000	\$ 7,316.01	\$ 5.64	\$ 7,459.40	\$ 5.75	100%
	50,000	\$ 9,007.43	\$ 4.25	\$ 9,183.97	\$ 4.33	100%
2 B, I, M - Business, Institutional, Mercantile	1,000	\$ 4,245.40	\$ 11.46	\$ 4,328.61	\$ 11.68	100%
	5,000	\$ 4,703.63	\$ 16.44	\$ 4,795.82	\$ 16.76	100%
	10,000	\$ 5,525.75	\$ 16.55	\$ 5,634.06	\$ 16.88	100%
	20,000	\$ 7,181.23	\$ 5.19	\$ 7,321.99	\$ 5.29	100%
	50,000	\$ 8,737.88	\$ 4.16	\$ 8,909.14	\$ 4.24	100%
3 E, R-2, R-1 - Educational, Multi-Family	1,000	\$ 4,290.32	\$ 9.21	\$ 4,374.41	\$ 9.39	100%
	5,000	\$ 4,658.70	\$ 15.54	\$ 4,750.01	\$ 15.85	100%
	10,000	\$ 5,435.90	\$ 21.88	\$ 5,542.45	\$ 22.31	100%
	20,000	\$ 7,623.74	\$ 4.69	\$ 7,773.17	\$ 4.78	100%
	50,000	\$ 9,029.89	\$ 3.41	\$ 9,206.88	\$ 3.48	100%
4 F, S, H - Factory, Storage, High-Hazard	1,000	\$ 4,380.17	\$ 9.21	\$ 4,466.02	\$ 9.39	100%
	5,000	\$ 4,748.55	\$ 15.72	\$ 4,841.63	\$ 16.03	100%
	10,000	\$ 5,534.74	\$ 17.52	\$ 5,643.22	\$ 17.86	100%
	20,000	\$ 7,286.81	\$ 4.46	\$ 7,429.63	\$ 4.55	100%
	50,000	\$ 8,625.57	\$ 3.95	\$ 8,794.63	\$ 4.03	100%
5 All - Alterations/Improvements - Plan Check Required Non-Residential	200	\$ 500.00	\$ -	\$ 500.00	\$ -	20%
	1,000	\$ 700.00	\$ -	\$ 700.00	\$ -	19%
	2,000	\$ 950.00	\$ -	\$ 950.00	\$ -	24%
	4,000	\$ 1,950.00	\$ -	\$ 1,950.00	\$ -	40%
	10,000	\$ 5,462.86	\$ 14.06	\$ 5,569.93	\$ 14.34	100%
6 R-3 - Dwellings Custom, Model	1,000	\$ 2,717.85	\$ 123.55	\$ 2,771.12	\$ 125.98	71% - 100%
	2,000	\$ 3,953.38	\$ 26.95	\$ 4,030.87	\$ 27.48	100%
	3,000	\$ 4,222.93	\$ 44.92	\$ 4,305.70	\$ 45.80	100%
	4,000	\$ 4,672.16	\$ 53.91	\$ 4,763.74	\$ 54.97	100%
	5,000	\$ 5,211.26	\$ 17.07	\$ 5,313.40	\$ 17.41	100%
7 R-3 - Dwellings Production Phase	1,000	\$ 2,650.56	\$ 4.49	\$ 2,702.52	\$ 4.58	100%
	2,000	\$ 2,695.49	\$ -	\$ 2,748.32	\$ -	100%
	3,000	\$ 2,695.49	\$ 26.95	\$ 2,748.32	\$ 27.48	100%
	4,000	\$ 2,965.02	\$ -	\$ 3,023.13	\$ -	100%
	5,000	\$ 2,965.02	\$ 13.48	\$ 3,023.13	\$ 13.74	100%
8 U - Utility Structures and Buildings	100	\$ 2,302.40	\$ 11.79	\$ 2,347.52	\$ 12.02	100%
	500	\$ 2,349.57	\$ 26.51	\$ 2,395.62	\$ 27.03	100%
	1,000	\$ 2,482.10	\$ 6.29	\$ 2,530.75	\$ 6.41	100%
	2,000	\$ 2,544.99	\$ 9.51	\$ 2,594.87	\$ 9.70	100%
	5,000	\$ 2,830.26	\$ 14.83	\$ 2,885.74	\$ 15.12	100%
9 O - All Shell Buildings	1,000	\$ 3,313.21	\$ 8.37	\$ 3,378.14	\$ 8.53	100%
	5,000	\$ 3,647.90	\$ 9.34	\$ 3,719.39	\$ 9.53	100%
	10,000	\$ 4,115.11	\$ 17.34	\$ 4,195.77	\$ 17.68	100%
	20,000	\$ 5,849.21	\$ 2.74	\$ 5,963.86	\$ 2.79	100%
	50,000	\$ 6,671.34	\$ 3.19	\$ 6,802.09	\$ 3.25	100%
	100,000	\$ 8,266.17	\$ 3.19	\$ 8,428.18	\$ 3.25	100%

CITY OF VENTURA
 MASTER FEE SCHEDULE
 Schedule of Construction Permit Fees

Occupancy Classification	Threshold SqFt	Adopted Fee - Oct 2013		Proposed Fee - Apr 2015		Cost Recovery Target
		Bldg Type - I FR, II FR		Bldg Type - I FR, II FR		
		Base Fee	Fee Per Add'l 100 SF	Base Fee	Fee Per Add'l 100 SF	
1 A - Assembly	1,000	\$ 4,197.66	\$ 45.91	\$ 4,279.94	\$ 46.81	100%
	5,000	\$ 6,033.97	\$ 19.71	\$ 6,152.23	\$ 20.10	100%
	10,000	\$ 7,019.50	\$ 21.26	\$ 7,157.09	\$ 21.67	100%
	20,000	\$ 9,145.01	\$ 7.05	\$ 9,324.25	\$ 7.19	100%
	50,000	\$ 11,259.28	\$ 5.31	\$ 11,479.97	\$ 5.41	100%
	100,000	\$ 13,912.66	\$ 5.31	\$ 14,185.34	\$ 5.41	100%
2 B, I, M - Business, Institutional, Mercantile	1,000	\$ 5,306.74	\$ 14.32	\$ 5,410.76	\$ 14.60	100%
	5,000	\$ 5,879.54	\$ 20.55	\$ 5,994.78	\$ 20.96	100%
	10,000	\$ 6,907.19	\$ 20.69	\$ 7,042.57	\$ 21.10	100%
	20,000	\$ 8,976.54	\$ 6.49	\$ 9,152.48	\$ 6.61	100%
	50,000	\$ 10,922.35	\$ 5.19	\$ 11,136.43	\$ 5.30	100%
	100,000	\$ 13,519.56	\$ 5.19	\$ 13,784.55	\$ 5.30	100%
3 E, R-2, R-1 - Educational, Multi-Family	1,000	\$ 5,362.90	\$ 11.51	\$ 5,468.01	\$ 11.74	100%
	5,000	\$ 5,823.38	\$ 19.43	\$ 5,937.52	\$ 19.81	100%
	10,000	\$ 6,794.88	\$ 27.35	\$ 6,928.06	\$ 27.88	100%
	20,000	\$ 9,529.68	\$ 5.86	\$ 9,716.46	\$ 5.97	100%
	50,000	\$ 11,287.36	\$ 4.27	\$ 11,508.59	\$ 4.35	100%
	100,000	\$ 13,421.29	\$ 4.27	\$ 13,684.35	\$ 4.35	100%
4 F, S, H - Factory, Storage, High-Hazard	1,000	\$ 5,475.21	\$ 11.51	\$ 5,582.53	\$ 11.74	100%
	5,000	\$ 5,935.69	\$ 19.65	\$ 6,052.03	\$ 20.04	100%
	10,000	\$ 6,918.42	\$ 21.90	\$ 7,054.02	\$ 22.33	100%
	20,000	\$ 9,108.51	\$ 5.58	\$ 9,287.03	\$ 5.69	100%
	50,000	\$ 10,781.96	\$ 4.94	\$ 10,993.28	\$ 5.04	100%
	100,000	\$ 13,252.82	\$ 4.94	\$ 13,512.58	\$ 5.04	100%
5 All - Alterations/Improvements - Plan Check Required Non-Residential	200	\$ 500.00	\$ -	\$ 500.00	\$ -	16%
	1,000	\$ 700.00	\$ -	\$ 700.00	\$ -	15%
	2,000	\$ 950.00	\$ -	\$ 950.00	\$ -	19%
	4,000	\$ 1,950.00	\$ -	\$ 1,950.00	\$ -	32%
	10,000	\$ 6,828.57	\$ 17.58	\$ 6,962.41	\$ 17.92	100%
	20,000	\$ 8,586.26	\$ 17.58	\$ 8,754.55	\$ 17.92	100%
6 R-3 - Dwellings Custom, Model	1,000	\$ 3,397.50	\$ 154.42	\$ 3,464.09	\$ 157.45	71% - 100%
	2,000	\$ 4,941.73	\$ 33.69	\$ 5,038.59	\$ 34.35	100%
	3,000	\$ 5,278.67	\$ 56.15	\$ 5,382.13	\$ 57.25	100%
	4,000	\$ 5,840.20	\$ 67.39	\$ 5,954.67	\$ 68.71	100%
	5,000	\$ 6,514.08	\$ 21.34	\$ 6,641.75	\$ 21.76	100%
	10,000	\$ 7,581.06	\$ 21.34	\$ 7,729.65	\$ 21.76	100%
7 R-3 - Dwellings Production Phase	1,000	\$ 3,313.21	\$ 5.62	\$ 3,378.14	\$ 5.73	100%
	2,000	\$ 3,369.36	\$ -	\$ 3,435.40	\$ -	100%
	3,000	\$ 3,369.36	\$ 33.69	\$ 3,435.40	\$ 34.35	100%
	4,000	\$ 3,706.28	\$ -	\$ 3,778.92	\$ -	100%
	5,000	\$ 3,706.28	\$ 16.85	\$ 3,778.92	\$ 17.18	100%
	10,000	\$ 4,548.64	\$ 16.85	\$ 4,637.79	\$ 17.18	100%
8 U - Utility Structures and Buildings	100	\$ 2,878.00	\$ 14.74	\$ 2,934.41	\$ 15.03	100%
	500	\$ 2,936.96	\$ 33.13	\$ 2,994.52	\$ 33.78	100%
	1,000	\$ 3,102.62	\$ 7.86	\$ 3,163.43	\$ 8.02	100%
	2,000	\$ 3,181.24	\$ 11.89	\$ 3,243.59	\$ 12.12	100%
	5,000	\$ 3,537.83	\$ 18.53	\$ 3,607.17	\$ 18.89	100%
	10,000	\$ 4,464.40	\$ 18.53	\$ 4,551.91	\$ 18.89	100%
9 O - All Shell Buildings	1,000	\$ 4,141.51	\$ 10.46	\$ 4,222.68	\$ 10.66	100%
	5,000	\$ 4,559.87	\$ 11.68	\$ 4,649.24	\$ 11.91	100%
	10,000	\$ 5,143.89	\$ 21.68	\$ 5,244.71	\$ 22.10	100%
	20,000	\$ 7,311.52	\$ 3.43	\$ 7,454.82	\$ 3.49	100%
	50,000	\$ 8,339.17	\$ 3.99	\$ 8,502.62	\$ 4.07	100%
	100,000	\$ 10,332.71	\$ 3.99	\$ 10,535.23	\$ 4.07	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Construction Permit Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
MECHANICAL, PLUMBING, ELECTRICAL, AND MISCELLANEOUS ITEMS FEES				
MECHANICAL PERMIT FEES				
1 Mechanical Plan Check	\$150	\$153	per hour	100%
2 Residential Swamp Cooler/Gas Refrigeration	\$87	\$89	each	100%
3 Air Handling Unit Over 10K CFS	\$337	\$344	each	100%
4 Air Handling Unit 10K CFS or Less	\$187	\$191	each	100%
5 Air / Heat Exchanger	\$75	\$76	each	100%
6 Non-Residential Area Served by Air Ducts	\$187	\$191	per 1,000 SF	100%
7 Commercial Chiller Cooling Unit	\$262	\$267	each	100%
8 Commercial Oven (Gas and/or Electric)	\$225	\$229	each	100%
9 Decorative Appliance	\$124	\$127	each	100%
10 Non-Refrigeration Compressors	\$87	\$89	each	100%
11 Package Cooling/Heating Units 5 Tons or Less	\$262	\$267	each	100%
12 Package Cooling/Heating Units 5-15 Tons	\$262	\$267	each	100%
13 Package Cooling/Heating Units 16-30 Tons	\$262	\$267	each	100%
14 Package Cooling/Heating Units 31-50 Tons	\$262	\$267	each	100%
15 Package Cooling/Heating Units More than 50 Tons	\$262	\$267	each	100%
16 Commercial Cooling Tower	\$337	\$344	each	100%
17 Refrigeration Compressor 3 HP or Less	\$187	\$191	each	100%
18 Refrigeration Compressor 4-15 HP	\$262	\$267	each	100%
19 Refrigeration Compressor 16-30 HP	\$412	\$420	each	100%
20 Refrigeration Compressor 31-50 HP	\$487	\$496	each	100%
21 Refrigeration Compressor More than 50 HP	\$711	\$725	each	100%
22 Fire Damper	\$187	\$191	per 3 dampers	100%
23 Forced Air, Gravity, Wall or Suspended Heater 100K BTUH or Less	\$49	\$49	each	56%
24 Forced Air, Gravity, Wall or Suspended Heater 101-500K BTUH	\$87	\$89	each	100%
25 Forced Air, Gravity, Wall or Suspended Heater 501-1,000K BTUH	\$187	\$191	each	100%
26 Forced Air, Gravity, Wall or Suspended Heater > 1,000K BTUH	\$262	\$267	each	100%
27 Commercial Hood, Duct & Fan (Shaft & Suppression Fees Extra)	\$487	\$496	each	100%
28 Incinerator	\$337	\$344	each	100%
29 Variable Air Volume Control Unit	\$162	\$165	each	100%
30 Environmental Air Ventilation Fan	\$87	\$89	per building	100%
31 Dryer Vent	\$87	\$89	each	100%
32 Manufactured Fire Place	\$162	\$165	each	100%
33 Gas Piping System	\$136	\$139	per 4 outlets	100%
34 Miscellaneous Mechanical / Other Appliances	\$150	\$153	per hour	100%
PLUMBING PERMIT FEES				
35 Plumbing Plan Check	\$150	\$153	per hour	100%
36 Sewage Back-Water Device	\$87	\$89	each	100%
37 Water Cross-Connection Control Device	\$136	\$139	each	100%
38 Boiler	\$187	\$191	each	100%
39 Building Sewer/Drain Line	\$87	\$89	each	100%
40 New Residential Kitchen Plumbing	\$174	\$177	per 4 fixtures	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Construction Permit Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target	
MECHANICAL, PLUMBING, ELECTRICAL, AND MISCELLANEOUS ITEMS FEES					
41	Shower Pan	\$174	\$177	each	100%
42	Commercial Dishwasher	\$136	\$139	each	100%
43	Floor Sink/Drain	\$199	\$203	each	100%
44	Above-Ground Grease Interceptor	\$162	\$165	each	100%
45	In-Ground Grease Interceptor	\$187	\$191	each	100%
46	Commercial Clothes Washer	\$136	\$139	each	100%
47	Irrigation System	\$136	\$139	each	100%
48	Commercial Kitchen or Prep Sink	\$237	\$241	each	100%
49	Residential Laundry Room Plumbing	\$225	\$229	each	100%
50	Storm Drain Fixtures	\$87	\$89	each	100%
51	Storm Drain - Non-Residential	\$1.12	\$1.15	per lineal foot	100%
52	Pneumatic System (Fire or Plumbing Code required)	\$211	\$215	each	100%
53	Private Sewage Disposal System (Septic)	\$374	\$382	each	100%
54	Medical Gas or Vacuum Piping (System)	\$374	\$382	each	100%
55	Private Water Service Line	\$1	\$1	per lineal foot *	100%
56	Roof Drain / Rainwater System	\$87	\$89	each	100%
57	Trenchless Sewer Line Repair	\$87	\$89	each	100%
58	Gas Piping System	\$136	\$139	per 4 outlets	100%
59	Spa - Not Part of Pool Installation	\$136	\$139	each	100%
60	Solar Water Heating System (Separate Electrical Permit Required)	\$87	\$89	each	100%
61	Replace Existing Dwelling Unit Fixture	\$87	\$89	per 4 fixtures	100%
62	New Restroom/Bathroom Plumbing	\$262	\$267	per 4 fixtures	100%
63	Water Heater	\$87	\$89	each	100%
64	Water Piping System (Re-pipe or Shell Building Piping)	\$199	\$203	each	100%
65	Water Softener	\$87	\$89	each	100%
66	Pool Plumbing System (Heater and Electrical Extra)	\$162	\$165	each	100%
67	Miscellaneous Plumbing / Other Fixture	\$150	\$153	per hour	100%
ELECTRICAL PERMIT FEES					
68	Electrical Plan Check	\$150	\$153	per hour	100%
69	Automobile / Truck Lifts	\$112	\$115	per 3 lifts	100%
70	Busway	\$37	\$38	per 100 lineal feet	100%
71	Disconnect	\$87	\$89	each	100%
72	Electric Signs (Large) with foundation plan check	\$299	\$305	each	100%
73	Electric Signs / Control	\$162	\$165	each	100%
74	Elevator Equipment - all voltages	\$299	\$305	per hoistway/shaft	100%
75	Escalator Equipment - all voltages	\$299	\$305	per unit	100%
76	Fuel Dispensers LP/NG/Propane	\$162	\$165	each	100%
77	Fuel Dispensers wiring / seal / signal	\$187	\$191	each	100%
78	Generator Installation (10 KW)	\$225	\$229	10 KW	100%
79	Hydrogen Fuel Cell System (10 KW)	\$262	\$267	10 KW	100%
80	Idle Meter Inspection	\$87	\$89	each	100%
81	Kilns (Electric) KW	\$187	\$191	each	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Construction Permit Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
MECHANICAL, PLUMBING, ELECTRICAL, AND MISCELLANEOUS ITEMS FEES					
82	Lighting Control System Panel	\$162	\$165	each	100%
83	Meter Release before Final	\$262	\$267	each	100%
84	Motor Controller	\$262	\$267	each	100%
85	Motor 0-20 HP	\$162	\$165	each	100%
86	Motor Over 20 HP	\$262	\$267	each	100%
87	Outlets to 20A @ 240V	\$87	\$89	each	100%
88	Outlets to 50A @ 240V	\$87	\$89	each	100%
89	Outlets, Switches, Fixtures	\$135	\$137	per 1,000 SF - any	100%
90	Paint Spray Booth Elect. / Mech.	\$225	\$229	each	100%
91	Parking Area Light Standard	\$162	\$165	per 10 light standards	100%
92	Powder Coating Booths Elect. / Mech.	\$225	\$229	each	100%
93	Service of 240V 100 to 200 amps	\$87	\$89	each	100%
94	Service of 240V 400 to 800 amps	\$187	\$191	each	100%
95	Service of 240V over 1000 amps	\$262	\$267	each	100%
96	Service of 480V and 200 Amps or Less	\$112	\$115	each	100%
97	Service of 480V and 400-800 Amps	\$187	\$191	each	100%
98	Service of 480V or less and 1000 Amps or More	\$262	\$267	each	100%
99	Solar Photovoltaic (KW)	\$1	\$153	each	100%
100	Solar Photovoltaic Battery Back-Up	\$274	\$279	each	100%
101	Spa Only	\$87	\$89	each	100%
102	Sub Panel Size (Amps) @208/240V	\$87	\$89	each	100%
103	Sub Panel Size (Amps) @480V	\$112	\$115	each	100%
104	Swimming Pool Including Spa	\$262	\$267	each	100%
105	Outlets, Fixtures and Switches by Count	\$87	\$89	per 10 units	100%
106	Temporary Power Poles	\$87	\$89	per 5 poles	100%
107	Temporary Service over 200 amps @480 volts	\$112	\$115	each	100%
108	Temporary Service over 200 amps up to 240 volts	\$112	\$115	each	100%
109	Temporary Service up to 200 amps @ 480 volts	\$112	\$115	each	100%
110	Temporary Service up to 200 amps and up to 240 volts	\$112	\$115	each	100%
111	Transformers up to 25 KVA	\$87	\$89	each	100%
112	Transformers over 25 KVA to 75 KVA	\$112	\$115	each	100%
113	Transformers 100 KVA through 300 KVA	\$262	\$267	each	100%
114	Transformers over 300 KVA	\$311	\$318	each	100%
115	UPS battery back systems up to 10 KW	\$162	\$165	each	100%
116	UPS battery back systems 20 KW through 100 KW	\$225	\$229	each	100%
117	Walk-In Cooler / Freezer all voltages	\$187	\$191	each	100%
118	Welder Receptacle up to 30 amps all voltages	\$87	\$89	each	100%
119	Welder Receptacle 30 to 50 amps all voltages	\$87	\$89	each	100%
120	Welder Receptacle over 50 amps all voltages	\$87	\$89	each	100%
121	Wind Generators up to 1 KW	\$187	\$191	each	100%
122	Wind Generators over 1 KW to 5 KW	\$187	\$191	each	100%
123	Wind Generators over 5 KW	\$262	\$267	each	100%
124	Miscellaneous Electrical	\$75	\$76	per half hour	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Construction Permit Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target	
MECHANICAL, PLUMBING, ELECTRICAL, AND MISCELLANEOUS ITEMS FEES					
SMALL PROJECT PERMITS					
125	Demolition Permit	\$112	\$115	each	100%
126	Fences per 300 lineal feet (w/out Calcs)	\$187	\$191	each	100%
127	Fences per 300 lineal feet (with Calcs)	\$262	\$267	each	100%
128	Masonry Retaining Walls per 300 LF & Masonry Fire Places	\$337	\$344	each	100%
129	Mobile Home Set Up	\$337	\$344	each	100%
130	No Plan Check Add/Alteration - Private Garage	\$337	\$344	each	100%
131	No Plan Check Add/Alteration - Residential < 500 sf	\$524	\$534	each	100%
132	No Plan Check Add/Alteration - Residential > 500 sf	\$786	\$802	each	100%
133	No Plan Check Alteration - Non-Res <1000 sf	\$611	\$623	each	100%
134	No Plan Check Alteration - Non-Res >1001 sf	\$960	\$979	each	100%
135	Office Trailer/Non-Residential Accessory Structure	\$337	\$344	each	100%
136	Patio Cover w/out Plan Check	\$87	\$89	each	100%
137	Patio Cover with Plan Check	\$249	\$253	each	100%
138	Photovoltaic Structural Support System	\$262	\$267	each	100%
139	Private Swimming Pool/Spa	\$374	\$382	each	100%
140	Public Swimming Pool/Spa	\$412	\$420	each	100%
141	Relocated Building	\$374	\$382	each	100%
142	Re-Roof	\$174	\$177	each	100%
143	Signs Requiring Plan Check (Electrical Fees Extra)	\$162	\$165	each	100%
144	Signs w/o Plan Check (Electrical Fees Extra)	\$87	\$89	each	100%
145	Spa or Hot Tub (Pre-fabricated)	\$162	\$165	each	100%
146	Structural Re-Roof	\$299	\$305	each	100%
147	Window/Door Replacement	\$174	\$177	all	100%
FLOODPLAIN MANAGEMENT FEES - These are additional fees for construction permits issued in FEMA regulated flood zones					
148	One and two family dwelling buildings	contract cost plus 20% admin fee	contract cost plus 20% admin fee	per building	100%
149	All other buildings	contract cost plus 20% admin fee	contract cost plus 20% admin fee	per building	100%
150	Parcel map review and approval	contract cost plus 20% admin fee	contract cost plus 20% admin fee	per parcel map	100%
151	Tract map review and approval	contract cost plus 20% admin fee	contract cost plus 20% admin fee	per tract	100%
152	Single tract map lot review and approval	contract cost plus 20% admin fee	contract cost plus 20% admin fee	per lot	100%
PLANNING INSPECTION FEES					
153	Tier I (Alterations/Additions to existing building - Residential)	\$181	\$185	per permit	100%
154	Tier II (New construction - Single Family Residential)	\$362	\$370	per permit	100%
155	Tier III (New construction - 2-4 Residential Units)	\$906	\$924	per permit	100%
156	Tier IV (New construction - 5+ Residential Units)	\$1,268	\$1,293	per permit	100%
157	Tier V (New construction - Non-Residential)	\$1,812	\$1,848	per permit	100%
158	Tier VI (Alteration/Addition to existing building - Non-Residential)	\$362	\$370	per permit	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Construction Permit Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target	
MECHANICAL, PLUMBING, ELECTRICAL, AND MISCELLANEOUS ITEMS FEES					
OTHER MISCELLANEOUS FEES					
159	Annual Maintenance Permit	\$487	\$496	per permit	100%
160	Archival of Approved Plans	\$7	\$7	per sheet	100%
161	Building Records Disclosure Report	\$29	\$76	per report	100%
162	Certified Access Specialist Program (CASp)	n/a	\$153	each	100%
163	Construction Board of Appeals Application	\$449	\$458	per hearing item	100%
164	Deputy Inspection Program Permits	\$19	\$19	each	100%
165	Document Certification	\$75	\$76	per certified letter	100%
166	GIS Building Footprint Update	\$37	\$38	per permit	100%
167	Mobile Home Park Annual Permit	\$75	\$76	each	100%
168	Permit Issuance / Re-Issue to New Contractor/Owner	\$12	\$12	per permit	100%
169	Pre-Demolition Inspection	\$112	\$115	each	100%
170	Recall Plans from Storage	\$37	\$38	each 1/2 hour	100%
171	Records Management	\$7	\$7	per sheet	100%
172	Re-Inspection Fee	\$150	\$153	per hour	100%
173	Release of Notice of Non-Compliance	\$75	\$76	per letter	100%
174	Research	\$75	\$76	per half hour	100%
175	Service Outside of Normal Operations	\$299	\$305	per hour	100%
176	Sound Transmission Review	\$75	\$76	per permit	100%
177	Supplemental Plan Check Fee (>3 reviews)	\$150	\$153	per hour	100%
178	Sustainability Review	\$75	\$76	per permit	100%
179	Temporary Certificate of Occupancy	\$1,722	\$1,756	per certificate	100%
180	General Plan Fee (Percentage of Total Permit Cost)	1%	5%	per permit	100%
181	Technology Fee (Percentage of Total Permit Cost)	7%	7%	per permit	100%
STATE MANDATED SERVICES & FEES					
182	AB 717 - State Certification & Training	\$4	\$4	per permit	n/a
183	SB 1473 Building Standards Fund Fee	\$1/\$25,000	\$1/\$25,000	per permit	n/a
184	State Strong-Motion Fee - All other occupancies	\$21/\$100,000	\$21/\$100,000	per permit	n/a
185	State Strong-Motion Fee - R occupancy <4 stories (no hotels)	\$10/\$100,000	\$10/\$100,000	per permit	n/a

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target	
186	Construction Permits Staff	\$150	\$153	per hour	100%
187	Code Enforcement Staff	\$119	\$122	per hour	100%

* Per lineal foot meter to structure.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Fire Prevention Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
FIRE PREVENTION FEES				
FIRE SPECIFIC ITEMS				
1 Commercial/Industrial Fire Sprinkler System:				
a) Installation (1)	\$609	\$621	per installation	100%
b) Tenant Improvement (2):				
1 - 20 Heads	\$261	\$266	per improvement	100%
Greater than 20 Heads	\$609	\$621	per improvement	100%
2 Residential Fire Sprinkler System:				
a) Installation				
i) R-3 and R-3.1 Occupancies (2)	\$609	\$296	per installation	100%
ii) Other Residential (1)	\$609	\$621	per installation	100%
b) Modification (2)	\$232	\$237	per modification	100%
3 Fire Standpipe System:				
Class I, II, III & Article 81	\$609	\$621	per system	100%
4 Fire Alarm System (3):				
a) 0 - 15 Devices	\$435	\$444	per system	100%
b) 16 - 50 Devices	\$493	\$503	per system	100%
c) 51 - 100 Devices	\$551	\$562	per system	100%
d) 101 - 500 Devices	\$638	\$651	per system	100%
e) Each Additional 25 Devices Up to 1,000	\$87	\$89	per system	100%
5 Hazardous Activities or Uses / Installation Permits (2):				
a) Clean Agent Gas Systems	\$435	\$444	per system	100%
b) Dry Chemical Systems	\$435	\$444	per system	100%
c) Wet Chemical / Kitchen Hood	\$319	\$325	per hood	100%
d) Foam Systems	\$435	\$444	per system	100%
e) Paint Spray Booth	\$319	\$325	per booth	100%
f) Above Ground - Hazardous Materials Tank and/or Pipe Installation or Removal	\$377	\$384	per site	100%
g) Under Ground - Hazardous Materials Tank and/or Pipe Installation or Removal	\$1,160	\$1,183	per site	100%
6 Annual Inspection:				
a) Above Ground - Flammable / Combustible Liquid Tank and/or Pipe (1,320-10,000 gallons)	\$116	\$118	per site	100%
b) Above Ground - Flammable / Combustible Liquid Tank and/or Pipe (>10,000 gallons)	\$464	\$473	per site	100%
c) Underground Hazardous Materials Tank Inspection	\$435	\$444	per site	100%
CalARP Facility	\$348	\$355	per site	100%
7 Business Plan (Hazardous Materials):				
a) New Business Plan/SPCC Application (in addition to quantity range fee)	\$174	\$177	per plan / application	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Fire Prevention Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
FIRE PREVENTION FEES				
b) Quantity Range 2 500 - 5,000 Pounds Solids 55 - 550 Gallons Liquid 200 - 2,000 Cubic Feet Compressed Gas	\$319	\$325	each	100%
c) Quantity Range 3 5,001 - 25,000 Pounds Solids 551 - 2,750 Gallons Liquid 2,001 - 10,000 Cubic Feet Compressed Gas	\$435	\$444	each	100%
d) Quantity Range 4 25,001 - 50,000 Pounds Solids 2,751 - 5,500 Gallons Liquid 10,001 - 20,000 Cubic Feet Compressed Gas	\$551	\$562	each	100%
e) Quantity Range 5 Over 50,000 Pounds Solids Over 5,500 Gallons Liquid Over 20,000 Cubic Feet Compressed Gas	\$783	\$798	each	100%
8 Business Plan Modification	\$116	\$118	per plan	100%
9 Renewable Fire Code Permits: Miscellaneous (Ex: Tent, Assembly)	\$203	\$207	per permit	100%
10 Other Fire Fees (2):				
a) Hydrants / Underground Fire Service Plan Check	\$551	\$562	each	100%
b) Hydrant Flow Test (existing hydrants)	\$203	\$207	each	100%
11 California Fire Code Enforcement	\$116	\$118	per hour	100%
OTHER MISCELLANEOUS FEES				
12 Annual R-1/R-2 Occupancy Inspection:				
a) 3-6 Units	\$87	\$89	per inspection	100%
b) 7-10 Units	\$174	\$177	per inspection	100%
c) 11 - 25 Units	\$232	\$237	per inspection	100%
d) 26 - 50 Units	\$319	\$325	per inspection	100%
e) 51+ Units	\$580	\$591	per inspection	100%
13 Fire Clearance Inspection (5):				
a) Less than 500 SqFt	\$87	\$89	per certificate	100%
b) 501 - 1,000 SqFt	\$116	\$118	per certificate	100%
c) 1,001 - 3,000 SqFt	\$174	\$177	per certificate	100%
d) Greater than 3,000 SqFt	\$319	\$325	per certificate	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Fire Prevention Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
FIRE PREVENTION FEES					
14	Research	\$58	\$59	per half-hour	100%
15	Re-Inspection Fee	\$116	\$118	per hour	100%
16	Service Required in Excess of Standard Applies to all fees listed in schedule. See footnote (4)	\$116	\$118	per hour	100%
17	Supplemental Plan Check Fee (per hour for more than three reviews)	\$116	\$118	per hour	100%
18	New Construction Plan Check:				
	a) A - Assembly	\$232	\$237	each	100%
	b) B, I, M - Business, Institutional, Mercantile	\$232	\$237	each	100%
	c) E, R-2 - Educational, Multi-Family	\$232	\$237	each	100%
	d) F, S, H - Factory, Storage, Hazardous	\$290	\$296	each	100%
	e) All Tenant Improvements	\$116	\$118	each	100%
	f) U - Utility Structures and Buildings	\$116	\$118	each	100%
	g) All Shell Buildings	\$232	\$237	each	100%
19	Special Request for Fire Department Personnel Services	overtime rate by rank	overtime rate by rank	per person	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
20	Fire Prevention Staff	\$116	\$118	per hour	100%

- (1) Fee includes plan check and up to three inspections. Additional costs to be recovered at staff hourly rate.
- (2) Fee includes plan check and up to two inspections. Additional costs to be recovered at staff hourly rate.
- (3) All initiating and indicating appliances are counted. Fee includes plan check and up to three inspections. Additional costs to be recovered at staff hourly rate.
- (4) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request.
The standard number of hours estimated can be calculated by dividing the fee amount by \$118, the Division's fully-burdened hourly rate.
For example, a fee amount of \$621 assumes roughly 5.25 hours will be required to perform a standard request for the fee related service.
Review and inspection efforts that exceed the standard number of hours used to calculate the fee by more than one hour will be billed hourly for any time spent in excess of the standard hours built into the fee.
- (5) Fee includes research and up to two inspections. Additional costs to be recovered at staff hourly rate.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Fire Operations Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
FIRE OPERATIONS FEES				
Requests for fee related services performed by Fire Operations personnel shall be billed hourly according to the rate schedule identified below.				
PERSONNEL *				
1 Administrative Personnel				
Regular Rate	\$63	\$64	per hour	100%
Overtime Rate	\$81	\$83	per hour	100%
2 Firefighter/Paramedic				
Regular Rate	\$75	\$76	per hour	100%
Overtime Rate	\$91	\$93	per hour	100%
3 Fire Engineer				
Regular Rate	\$84	\$86	per hour	100%
Overtime Rate	\$103	\$105	per hour	100%
4 Fire Captain				
Regular Rate	\$91	\$93	per hour	100%
Overtime Rate	\$113	\$115	per hour	100%
5 Battalion Chief/Training Chief				
Regular Rate	\$162	\$165	per hour	100%
Overtime Rate	\$204	\$208	per hour	100%
6 Assistant Fire Chief				
Regular Rate	\$187	\$191	per hour	100%
Overtime Rate	\$238	\$243	per hour	100%
7 Fire Chief				
Regular Rate	\$193	\$197	per hour	100%
Overtime Rate	\$246	\$251	per hour	100%
VEHICLE [a]				
8 Sedan	\$47	\$47	per day	
9 Pickup	\$86	\$86	per day	
10 SUV	\$96	\$96	per day	
11 Van	\$109	\$109	per day	
12 Other	\$96	\$96	per day	
APPARATUS GPM [a]				
13 0 to 1,000	\$70	\$70	per hour	
14 1,001 to 1,250	\$80	\$80	per hour	
15 1,251 to 1,500	\$85	\$85	per hour	
16 1,501 to 2,000	\$90	\$90	per hour	

* Personnel rates based on 24-hour per day, 365-day per year operating structure for firefighter, engineer, and captain employee ranks.

[a] Fees not examined as part of this study. Fees are based on California Fire Assistance Agreement (CFAA). Fees are shown for reference purposes only.

**CITY OF VENTURA
MASTER FEE SCHEDULE**

Schedule of Fleet Maintenance and Facilities Maintenance Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
FLEET MAINTENANCE AND FACILITIES MAINTENANCE FEES					
1	Fleet Administrative Fees - Incident Fee (1)	\$309	\$315	each	100%
2	Facilities Administrative Fees - Incident Fee (2)	\$277	\$283	each	100%
3	Fleet Shop Rate (3)	\$88	\$90	per hour	100%
4	Facilities Shop Rate (3)	\$79	\$81	per hour	100%
5	Outside Vendor Repair	Actual Charge	Actual Charge	each	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
6	Fleet Maintenance Staff	\$88	\$90	per hour	100%
7	Facilities Maintenance Staff	\$79	\$81	per hour	100%

(1) Incident Fee charged as an administration charge to the public when they damage a City-owned vehicle.

(2) Incident Fee charged as an administration charge to the public when they damage City property, other than vehicles or streets related property (e.g. buildings, park facilities).

(3) Labor rate. Does not include parts or materials.

CITY OF VENTURA
 MASTER FEE SCHEDULE
 Schedule of Graffiti Removal Program Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
GRAFFITI REMOVAL FEES				
1 Graffiti Removal Fee:				
a) Incident Fee	\$33	\$34	per incident	100%
b) Removal Fee	\$117	\$119	per hour; 0 - 100 SF. = 1 hr 101 - 200 SF. = 2 hrs > 200 SF. = 3 hrs	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
2 Public Works Graffiti Removal Maintenance Staff	\$117	\$119	per hour	100%
3 Police Department Staff	\$157	\$160	per hour	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Streets Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
STREETS FEES					
1	Curb/Gutter Replacement	Time & Materials	Time & Materials	each	100%
2	Incident Fee (1)	\$345	\$352	each	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
3	Street Maintenance Staff	\$86	\$88	per hour	100%
4	Signals and Lighting Staff	\$108	\$110	per hour	100%

(1) Incident Fee charged as an administration charge to the public when they damage City streets related property.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Traffic Engineering Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
TRAFFIC ENGINEERING FEES					
1	Single Oversize Vehicle Permit (1)	\$16	\$16	each	n/a
2	Annual Oversize Vehicle Permit (1)	\$90	\$90	each	n/a
3	Traffic Control Plans Encroachment (minor)	\$85	\$86	each	100%
4	Traffic Control Plans Encroachment (major)	\$339	\$346	each	100%
5	Residential Parking Permit (two-year permit)	\$20	\$20	each	35%
6	Special Event Parking Permit (2)	\$50 plus per hr/per space fees	\$50 plus per hr/per space fees	each	88%
7	Valet Parking Stands	\$170 plus lost revenue	\$173 plus lost revenue	each	100%
8	Valet Parking Stand Regulatory Signage Installation	\$163 per sign	\$166 per sign	each	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
9	Traffic Engineering Staff	\$113	\$115	per hour	100%
10	Signs Painting Concrete Staff	\$88	\$90	per hour	100%

(1) Set to match State policy that requires fees be matched to State fees.

(2) Off-street parking per hour, per space, fees match current side street parking hourly rates. On-street parking per hour, per space, fees match current hourly rates of the spaces used.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Public Right-of-Way Rental Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit
PUBLIC RIGHT-OF-WAY RENTAL FEES			
1 Public Right-of-Way Rental Fee	\$0.62	\$1.25	per square foot/per month

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Ventura Water Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
VENTURA WATER FEES (1)				
1 Posting Turn Off Notice	\$52	\$52	each	50%
2 Turn Off and Lock Meter	\$64	\$64	each	33%
3 New Service Initiation	\$52	\$52	each	50%
4 Temp Meter, Set and Remove	\$248	\$253	each	100%
5 Temp Meter, Relocate	\$83	\$84	each	100%
6 Conduct Flow Test	\$351	\$358	each	100%
7 Private Water Well Agreement	n/a	\$2,389	each	100%
8 Water Service Agreement	\$6,314	\$6,437	each	100%
9 3/4" Meter & Service	\$6,894	\$8,920	each	81%
10 Upgrade 3/4" Service to 1" Meter & Service	\$6,940	\$8,968	each	82%
11 1" Meter & Service	\$6,940	\$8,968	each	82%
12 1 1/2" Meter & Service	\$7,812	\$10,294	each	81%
13 2" Meter & Service	\$8,692	\$10,734	each	84%
14 3" Meter & Service	\$11,935	\$14,064	each	87%
15 4" Meter & Service	\$12,242	\$14,324	each	87%
16 6" Meter & Service	\$13,562	\$15,720	each	88%
17 1" Hot Tap	\$3,067	\$3,860	each	83%
18 2" Hot Tap	\$3,269	\$4,038	each	84%
19 4" Hot Tap	\$5,578	\$6,564	each	87%
20 6" Hot Tap	\$5,867	\$6,797	each	88%
21 8" Hot Tap	\$6,616	\$7,319	each	91%
22 10" Hot Tap	\$7,910	\$8,242	each	96%
23 12" Hot Tap	\$8,776	\$8,948	each	100%
24 Relocate 3/4" Meter & Service	\$7,157	\$8,924	each	83%
25 Relocate 1" Meter & Service	\$7,191	\$8,967	each	83%
26 Relocate 1 1/2" & 2" Meter & Service	\$7,967	\$9,403	each	87%
27 Relocate 3" Meter & Service	\$11,205	\$12,997	each	88%
28 Relocate 4" Meter & Service	\$11,262	\$13,026	each	88%
29 Relocate 6" Meter & Service	\$12,170	\$13,640	each	90%
30 3/4" Meter Set	\$462	\$471	each	100%
31 1" Meter Set	\$575	\$600	each	96%
32 1 1/2" Meter Set	\$851	\$868	each	100%
33 2" Meter Set	\$1,436	\$1,591	each	91%
34 3" Meter Set	\$2,083	\$2,316	each	91%
35 4" Meter Set	\$2,378	\$2,520	each	95%
36 6" Meter Set	\$3,443	\$3,577	each	96%
37 Install Commercial Hydrant	\$11,767	\$14,179	each	85%
38 Install Residential Hydrant	\$11,437	\$13,861	each	85%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Ventura Water Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
VENTURA WATER FEES (1)				
39 Abandon Hydrant	\$4,814	\$6,340	each	81%
40 Abandon Service 3/4" through 2"	\$3,394	\$4,502	each	80%
41 Abandon Service 3" through 10"	\$3,913	\$4,971	each	82%
42 Same Day Service/After Hours Fee	\$75	\$75	per request	n/a
43 Backflow Device Management Fee *	\$20	\$20	per year	n/a
44 Backflow Device Management Fee - Non-Compliance Fee *	\$500	\$500	each	n/a
45 Tampering / Theft Fee	\$150	\$150	each	n/a

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
46 Customer Care Staff	\$83	\$84	per hour	100%
47 Water Distribution Staff	\$79	\$81	per hour	100%
48 Water Resources Staff	\$130	\$133	per hour	100%

(1) Each fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of materials required to perform the requested service. For service requests that are anticipated to require efforts or materials, in excess of those typically required, the Department reserves the right to bill the service requestor, in advance, for Department costs anticipated to be incurred in excess of the fee shown in this schedule. Examples of conditions that may merit collection of additional fees include, but are not limited to, requirements for major excavation and fill and/or significant traffic controls.

* Backflow Device Management Fee and Non-Compliance Fee were adopted in April 2014. Fees were not examined as part of the October 2013 fee study. A separate analysis was completed as part of the adoption of these fees.

**CITY OF VENTURA
 MASTER FEE SCHEDULE**

Schedule of Stormwater Quality Inspection Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
STORMWATER QUALITY INSPECTION FEES				
1 NPDES Inspection	\$164	\$167	per site, per year	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
2 Stormwater Compliance Staff	\$116	\$118	per hour	100%

**CITY OF VENTURA
MASTER FEE SCHEDULE**

Schedule of Non-Domestic Wastewater Discharge Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
NON-DOMESTIC WASTEWATER DISCHARGE FEES					
1	Application Fee				
	a) SIU, CIU, MIU or Class 1	\$699	\$712	per application	100%
	b) GIU or Class 2	\$699	\$712	per application	100%
	c) Grnd Wtr Permanent > 6 Months - MIU or Cls 1 / GIU or Cls 2	\$524	\$534	per application	100%
	d) Grnd Wtr Permanent < 6 Months - MIU or Cls 1 / GIU or Cls 2	\$524	\$534	per application	100%
2	Permit Issuance Fee				
	a) SIU, CIU, MIU or Class 1	\$1,397	\$1,425	per permit	100%
	b) GIU or Class 2	\$699	\$712	per permit	100%
	c) Ground Water Permanent				
	i) MIU or Class 1	\$1,223	\$1,247	per permit	100%
	ii) GIU or Class 2	\$1,223	\$1,247	per permit	100%
	d) Ground Water Temporary				
	i) MIU or Class 1	\$1,048	\$1,068	per permit	100%
	ii) GIU or Class 2	\$1,048	\$1,068	per permit	100%
3	Other				
	a) Ltr of Authorization for Sewer Discharge - Temporary (Term Limit and Discharge Conditions Defined in the Authorization)	\$349	\$356	per letter	100%
	b) Cost Due to Non-Compliance by Discharger	\$437	\$445	per incident	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
4	Wastewater Maintenance	\$87	\$89	per hour	100%

CITY OF VENTURA

MASTER FEE SCHEDULE

Schedule of Well and Groundwater Conservation Fees

WELL AND GROUNDWATER CONSERVATION FEES

Fees Reflected in This Schedule are Payable to the County of Ventura. The County Administers the City's Well and Groundwater Conservation Program. Fees reflected in this schedule are intended to mirror the fees adopted by the Board of Supervisors of Ventura County for these services. For Details of Fees and Paragraph References Refer to Ventura County Well Ordinance No. 4184 and Ventura County Ordinance Code Section 4821.

The fee for processing a permit to construct, repair, modify or destroy a well issued pursuant to Section 4813 of the Ventura County Ordinance Code shall be as follows:

- 1.a Except as otherwise provided in subparagraphs (c) and (d), for permits relating to water wells, cathodic protection wells, monitoring wells and engineering test holes inspected by the County inspector, the fee shall be \$610 for the initial well plus \$90 for each additional well which is located on the same site and is perforated or sealed on the same day the initial well is perforated or sealed.
- 1.b Except as otherwise provided in subparagraphs (c) and (d), for permits relating to monitoring wells and engineering test holes inspected by the applicant's registered inspector, the fee shall be \$320 for up to four wells on the same site plus \$40 for each additional well which is located on the same site.
- 1.c Except as otherwise provided in subparagraph (d), for permits solely to increase the depth of an existing and unabandoned well for which all earlier construction, repair or modification work has been pursuant to and in compliance with permits issued under Section 4813 of the Ventura County Ordinance Code, the fee shall be \$300 for the initial well plus \$70 for each additional well on the same site.
- 1.d For permits specified in subparagraphs (a), (b) and (c), where work for which the permit is required has commenced before submittal of the permit application, the fee shall be double that otherwise specified in those subparagraphs. It is estimated that such late permit applications cost on the average, twice as much to process as the timely applications for the same permits. This double fee is imposed not as a penalty but to recover the estimated additional costs incurred in connection with such late permit applications.
- 1.e For annual permits relating to engineering test holes inspected by registered inspector(s), the fee shall be \$520 per year per company.
- 1.f If a County inspector is required to be at a well site in the performance of an inspection of any completion operation, as defined in Section 4812 (d) of the Ventura County Ordinance Code, in excess of two working days, the fee shall be increased by \$200 for each working day or portion thereof in excess of the initial two working days.
- 2 The fee for processing an application to extend a permit pursuant to Section 4813 (E) of the Ventura County Ordinance Code shall be \$25.
- 3 No fee shall be charged for processing an application for approval of a registered inspector, as defined in Section 4812 (U) of the Ventura County Ordinance Code; provided, however, that approval shall be subject to such terms and conditions as the Director of the Ventura County Public Works Agency may deem reasonably necessary to ensure the registered inspector's competence and responsibility.
- 4 No fee shall be charged for processing an application for registration with the Department pursuant to Section 4813 (G) of the Ventura County Ordinance Code.
- 5 The fee for processing a Certificate of Exemption issued pursuant to Section 4820 of the Ventura County Ordinance Code shall be \$100; provided, however, that no fee shall be charged for processing such a certificate respecting a well which is monitored annually by the Ventura County Public Works Agency or the United Water Conservation District.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Waste Diversion Program (AB 939) Fees

Service	Fee October 2013	Fee April 2015	Unit
WASTE DIVERSION PROGRAM (AB 939) FEES *			
1 Residential Customer	\$0.39	\$0.39	per month, per account
2 Commercial Customer (% of cash receipts) Includes Businesses and Multi-Family Dwellings	9.33%	9.33%	percentage of cash receipts

* The Waste Diversion Program (AB 939) Fees listed in the City's fee schedule were not examined as part of the 2015 fee schedule update and are not intended to be considered as part of the public hearing and City Council vote regarding the update of user and regulatory fees. The fees are listed in the schedule for documentation purposes only. These fees will be examined independent of this study and proposed fee changes, if any, will be brought before the Council upon completion of examination.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Parks Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target **
PARKS FEES (1) *				
Sportsfield Fees				
1 Sportsfield Rental Processing Fee	\$200	\$200	one-time, per permit	
2 Sportsfield Per Field Fee				
a) City Sponsored/Co-Sponsored Organizations	\$0	\$0	per field, per hour	0%
b) Residents/Non-Profits/Official Leagues	\$13	\$16	per field, per hour	≈ 15% - 20%
c) All Other Renters	\$26	\$30	per field, per hour	≈ 30% - 35%
3 Sportsfield Lights	\$20	\$20	per hour	
4 Sportsfield Prep Fees, Base and Goal Rental	contract cost pass-through	contract cost pass-through	each	
BBQ Area Fees				
5 Arroyo Verde Park	\$200 - Resident \$400 - Non-Resident	\$200 - Resident \$400 - Non-Resident	per day	≈ 35% - 70%
6 Thille Park	\$150 - Resident \$265 - Non-Resident	\$150 - Resident \$265 - Non-Resident	per day	≈ 25% - 50%
Park Area Fees				
7 Park Area Rental Processing Fee				
a) City Sponsored/Co-Sponsored Organizations	\$0	\$0	per application	
b) Resident	\$100	\$100	per application	
c) Non-Resident	\$200	\$200	per application	
8 Park Area Hourly Fee				
a) City Sponsored/Co-Sponsored Organizations	\$0	\$0	per hour	0%
b) Resident	\$55	\$55	per hour, 2 hr minimum	≈ 40%
c) Non-Resident	\$300	\$300	per hour, 2 hr minimum	≈ 200%
Other Fees				
9 City Issued Insurance Certificate	varies depending on event type	varies depending on event type	per event	varies
10 Alcohol Permit	varies depending on renter classification	varies depending on renter classification	per event	varies
11 Extra Restroom Cleaning	contract cost pass-through	contract cost pass-through	per event	varies
12 Electricity Activation	\$147	\$147	per event	varies

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
13 Administrative Staff	\$71	\$73	per hour	100%
14 Parks Maintenance Staff	\$98	\$100	per hour	100%

(1) Deposits may be collected for all rentals listed. If conditions for refund of deposit are met, any deposits will be returned to the applicant. See Rental Application for deposit details.

* Permit fees are for priority use.

* Events for 50 people or more require the issuance of a Park Rental Permit.

* Events for 300 people or more require the issuance of a Special Event Permit along with a Park Rental Permit.

* Fees for Leagues and Other Organizations requesting frequent use of fields or parks may be subject to Special Use Agreements negotiated at terms and rates not included in this schedule.

** Sportsfield, BBQ, and Park area rentals are not subject to cost of service requirements for fee setting purposes. Amounts shown are for estimation purposes only. They are intended to provide order of magnitude information that may aid the City in setting fees.

**CITY OF VENTURA
MASTER FEE SCHEDULE**

Schedule of Parks, Recreation and Community Partnerships Fee Based Program Cost Recovery Targets

PARKS, RECREATION AND COMMUNITY PARTNERSHIPS FEE BASED PROGRAM COST RECOVERY TARGETS

The seasonal nature and changing demand levels for fee related activities offered by the Parks, Recreation and Community Partnerships Department make it impractical to list all user fees imposed by the Department as part of this fee schedule. Instead, the Department publishes schedules of programs and service offerings that can be updated at the discretion of the Department Director to account for changes in fees and program offerings throughout the year.

The Department targets recovery of the following costs when setting fees for programs, classes, and activities it offers:

Program Area	Individual Program Area Internal Cost Recovery Target	Cost Recovery Target	
1	Golf	100% of All Program Costs	The Department targets 100% recovery of golf program costs
2	Adult Sports	125% of Direct Labor Costs; 125% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
3	Aquatics	125% of Direct Labor Costs; 125% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
4	Corporate Games	125% of Direct Labor Costs; 125% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
5	Ventura Travel Programs	125% of Direct Labor Costs; 125% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
6	Community Garden	100% of Direct Labor Costs; 100% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
7	Cultural Arts Classes	100% of Direct Labor Costs; 100% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
8	July 4th Street Fair	100% of Direct Labor Costs; 100% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
9	Recreation Enrichment Programs	100% of Direct Labor Costs; 100% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
10	Sailing and Kayaking	100% of Direct Labor Costs; 100% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
11	Afterschool Programs	85% of Direct Labor Costs; 85% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
12	Children's International Arts Festival	85% of Direct Labor Costs; 85% of Direct Services and Supplies Costs; 0% of All Other Program Costs	

**CITY OF VENTURA
MASTER FEE SCHEDULE**

Schedule of Parks, Recreation and Community Partnerships Fee Based Program Cost Recovery Targets

PARKS, RECREATION AND COMMUNITY PARTNERSHIPS FEE BASED PROGRAM COST RECOVERY TARGETS

The seasonal nature and changing demand levels for fee related activities offered by the Parks, Recreation and Community Partnerships Department make it impractical to list all user fees imposed by the Department as part of this fee schedule. Instead, the Department publishes schedules of programs and service offerings that can be updated at the discretion of the Department Director to account for changes in fees and program offerings throughout the year.

The Department targets recovery of the following costs when setting fees for programs, classes, and activities it offers:

Program Area	Individual Program Area Internal Cost Recovery Target	Cost Recovery Target	
13	Recreation Classes	85% of Direct Labor Costs; 85% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
14	Facility Rentals	75% of Direct Labor Costs; 75% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
15	Historic Programs and Sites	75% of Direct Labor Costs; 75% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
16	Historic Tours	75% of Direct Labor Costs; 75% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
17	Olivas Adobe Programs	75% of Direct Labor Costs; 75% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
18	Outdoor Interpretive Programs	75% of Direct Labor Costs; 75% of Direct Services and Supplies Costs; 0% of All Other Program Costs	
19	Youth Sports	75% of Direct Labor Costs; 75% of Direct Services and Supplies Costs; 0% of All Other Program Costs	Program Areas 2 through 19 of this fee schedule are operated within the City's General Fund. The internal cost recovery targets for each program area result in an estimated aggregate cost recovery target of 60% of the General Fund expenditures required to administer the programs.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Special Event, Film, and Block Party Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
SPECIAL EVENT FEES (1) (2)				
1 Block Party Permit	\$65	\$65	each	97%
2 Film/Photograph Permit:				
One Day (3)	\$190	\$190	each	99%
Multiple Day (3)	\$300	\$300	each	95%
Student (3)	\$50	\$50	each	16% - 26%
3 Special Event Permit (4):				
Less than 100 Participants	\$125	\$125	each	80%
Between 101 and 1,000 Participants	\$200	\$200	each	96%
More than 1,000 Participants	\$350	\$350	each	95%

- (1) The seasonal nature and changing demand levels for fee related activities offered by the Parks, Recreation and Community Partnerships Department make it impractical to list all user fees imposed by the Department as part of this fee schedule. Instead, the Department publishes schedules of programs and service offerings that can be updated at the discretion of the Department Director to account for changes in fees and program offerings throughout the year. The fees listed in this schedule are not subject to seasonal adjustments.
- (2) Deposits may be collected for all permit activities listed. If conditions for refund of deposit are met, any deposits will be returned to the applicant.
- (3) Fee may be waived for students with proper documentation (see Department Application). Fees for City services requested in addition to the permit are not waived for students.
- (4) The fees shown are for administrative costs of permit issuance only. Additional rates may be imposed for City personnel required as a result of the special event (e.g. Fire Department, Police, and Public Works personnel).

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Wellness Program Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
WELLNESS PROGRAM FEES				
1 Wellness Program Monthly Fee				
a) Authorized Employees	\$0	\$0	per person, per month	0%
b) All Other Members	\$28 *	\$25	per person, per month	100%
2 Wellness Program Individual Class Fee ***				
a) Authorized Employees	\$0	\$0	per person, per class	0%
b) All Other Members	May vary depending on class, not to exceed 100% of Cost of Service	May vary depending on class, not to exceed 100% of Cost of Service	per person, per class	varies
3 Key Fob (Deposit)	\$50	\$50	per key, deposit returned when key is returned	n/a

*** Fees imposed for wellness programs offered by the City shall be set at the discretion of the Human Resources Director, not to exceed the cost of the individual programs.

The City's full cost of implementing an individual program may be calculated as follows:

$$\text{Program Cost of Service} = [(A \times B) + C + D]$$

- A = Estimated time for City staff to implement the class
- B = Applicable hourly rates for the staff functions involved in the implementation of the class (below)
- C = Actual cost incurred by the City for any outside service provider involved in the class
- D = Actual cost incurred by the City for any specific materials acquired for use during the class

The calculated cost of service above represents the maximum fee that could be imposed by the City for an individual class. The City may recover between 0% and 100% of the cost of service.

Cost recovery targets may vary by class, at the discretion of the Human Resources Director as determined during the seasonal development of the City's program offerings.

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
4 Wellness Program Staff	\$57	\$58	per hour	100%

* Actual practice has been to collect \$25. Fee schedule is being updated to show the amount actual amount collected.

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Treasury Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
TREASURY FEES				
1 Business License:				
a) Business Tax Certificate for Exemption	\$20	\$20	each	53%
b) Duplicate Certificate	\$6	\$6	each	100%
c) Refund Processing	\$10	\$10	each	27%
2 Non-Sufficient Funds (NSF - Returned Check)	\$35	\$35	each	100%
3 Bingo Permit	\$38	\$38	each	100%
4 Taxicab Permit Processing (to consider rate increase)	\$600	\$612	each	100%
5 Short-Term Rental Permit	\$600	\$612	each	100%
6 Response Plan Update	\$75	\$76	each	100%

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
7 Treasury Staff	\$75	\$76	per hour	100%

**CITY OF VENTURA
MASTER FEE SCHEDULE**

Schedule of Mobile Home Rent Stabilization Administrative Fees

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
MOBILE HOME RENT STABILIZATION ADMINISTRATIVE FEES					
1	Mobile Home Rent Stabilization Fee Resident Portion	\$1.41	\$1.41	per unit, per month	97%
2	Mobile Home Rent Stabilization Fee Park Owner Portion	\$1.41	\$1.41	per unit, per month	97%
3	Additional Fee - Resident Portion	\$1.67	\$1.67	per unit, per month	n/a

For Services Requested of City Staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rates for staff time involved in the service or activity:

Service		Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
4	Financial Analysis and Budgeting Staff	\$129	\$132	per hour	100%

CITY OF VENTURA
MASTER FEE SCHEDULE
Schedule of Police Fees

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
POLICE FEES				
1 Clearance Letter with Notary	\$58	\$59	each	100%
2 Clearance Letter without Notary	\$38	\$39	each	100%
3 Fingerprinting	\$42	\$42	each	100%
4 Solicitor Permit	\$77	\$78	each	100%
5 Second Hand Dealer Permit	\$77	\$78	each	100%
6 Second Hand Dealer Permit Renewal	\$58	\$59	each	100%
7 Alarm Permit	\$50	\$50	each	80%
8 False Alarm Response	\$180	\$180	per response; beginning with fourth response in 12 months	varies
9 Repossessed Vehicle (1)	\$15	\$15	each	n/a
10 Towing / Release - Non-DUI	\$190	\$194	each	90%
11 Towing / Release - DUI	\$210	\$214	each	100%
12 Loud Party Response (First response is warning only)	\$500	\$500	each, for 2nd response in 24 hours or, 3rd response in six months	99%
13 Report Copies	\$20	\$30	each	53%
14 Local Records Review (2)	\$25	\$25	each	n/a
15 Special Request for Police Services (3)	overtime rate by rank/position; plus admin fee equal to 5% of total overtime paid	overtime rate by rank/position; plus admin fee equal to 5% of total overtime paid	per person	varies

(1) Fee set by State of California. Government Code Section 41612.

(2) Fee set by State of California. Penal Code 13322.

(3) If a Special Event Permit is required, the hourly rate recovered shall be determined as part of the Special Event Permit issuance process.
Charges for vehicle and equipment use may apply.

**CITY OF VENTURA
 MASTER FEE SCHEDULE
 Schedule of City Clerk Fees**

Service	Adopted Fee October 2013	Proposed Fee April 2015	Unit	Cost Recovery Target
CITY CLERK FEES				
1 Document Copies				
a) Black and White Copy - up to 8.5 x 14	\$0.10	\$0.10	per single-sided page	60%
b) Black and White Copy - 11 x 17	\$0.20	\$0.20	per single-sided page	56%
c) Color Copy - up to 8.5 x 14	\$0.25	\$0.25	per single-sided page	49%
d) Color Copy - 11 x 17	\$0.50	\$0.50	per single-sided page	54%
2 Outside Vendor Copies (all copy types including maps and large documents)	actual cost	actual cost	each	100%
3 Maps and Large Document Copies (copy charge of outside vendor)	actual cost	actual cost	each	100%
4 Document Certification	\$10	\$10	each	88%
5 DVD / CD Recordable (CD-R)	\$1	\$1	each	6%
6 Video Tape Copies	\$29	\$29	each	73%
7 Audio Tape Copies	\$7	\$7	each	23%
8 Expedited Services	actual hourly rate	actual hourly rate	per hour	100%
9 Campaign Statements and Statements of Economic Interests (1)	\$0.10	\$0.10	per page	60%

(1) Fees set by State of California (Political Reform Act of 1974). Government Code Section 81008.

ATTACHMENT C

RECOMMENDED RESOLUTION FOR USER FEES

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RESOLUTION NO. 2015-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SAN BUENAVENTURA, CALIFORNIA, ADOPTING A REVISED
SCHEDULE OF FEES, HOURLY RATES, AND EQUIPMENT
CHARGES FOR VARIOUS CITY SERVICES**

BE IT RESOLVED by the City Council of the City of San Buenaventura as follows:

SECTION 1: In compliance with City Council's policy on User Fees and Rates, the Finance and Technology Director recommends the need to establish various new fees, increase or reduce existing fees, and set certain hourly rates and equipment charges to recover at least a portion of the cost of providing services. Most fees are rounded to whole dollar amounts for ease of application.

SECTION 2: The staff report contains a FY 2015-2016 User Fee Schedule Summary, which categorizes the departmental recommended fees.

SECTION 3: The City Council finds that the recommended fees, rates, and service charges, including any increases, are reasonable in that they seek to recover the basic cost incurred to the City for delivery of the service provided. The City Council now desires to establish and/or modify the City's various user fees, hourly rates, equipment charges, and other service charges set forth in this resolution and the attachment thereto.

SECTION 4: Based on the foregoing, Resolution No. 2013-044 entitled "A Resolution of the City Council of the City of San Buenaventura Adopting a Revised Schedule of Fees, Hourly Rates, and Equipment Charges for Various City Services," adopted October 28, 2013, is amended as expressly provided by this resolution, but shall otherwise remain in effect.

SECTION 5: PLANNING FEES. Effective July 1, 2015, the fees collected by the Planning Division of the Community Development Department for the processing of planning applications and services, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 6: LAND DEVELOPMENT FEES. Effective July 1, 2015, the fees collected by the Land Development Engineering Division of the Public Works Department for the review and processing of permits, applications, plans, and other matters that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 7: CONSTRUCTION PERMIT FEES. Effective July 1, 2015, the fees collected by the Building and Safety Division of the Community Development Department for the review of applications for new construction-related permits, issuance of permits, code enforcement, the performance of inspections and plan reviews and for other items described are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

The Building Official may waive any fee in Exhibit A when in his/her opinion, an extreme economic hardship exists for the person(s) seeking the permit. The total value of fees waived in any fiscal year shall not exceed \$1,000.

SECTION 8: FIRE PREVENTION FEES. Effective July 1, 2015, the fees to be paid to and collected by the Fire Prevention Division of the Fire Department for the issuance of permits and the performance of inspections, plan reviews, and other matters that are reviewed or processed by that Division are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 9: FIRE OPERATIONS FEES. Effective July 1, 2015, hourly rates and equipment rates to be charged by the Fire Department in order to recover costs for:

1. Services provided in support of various special events (including, without limitation, events sponsored by the City, the area schools, special events at the Fairgrounds and events sponsored by non-profit and for-profit organizations); and
2. Services related to enforcement and prevention activities.

are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 10: FLEET AND FACILITIES MAINTENANCE FEES. Effective July 1, 2015, the fees collected by the Public Works Department for fleet and facilities maintenance that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 11: GRAFFITI REMOVAL FEES. Effective July 1, 2015, the fees for graffiti removal are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 12: STREETS FEES. Effective July 1, 2015, the fees collected by the Pavement Maintenance Division of the Public Works Department for processing and repairing curbs and gutters and other matters that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 13: TRAFFIC ENGINEERING FEES. Effective July 1, 2015, the fees collected by the Transportation Administration Division of the Public Works Department for the review and processing of wide load permits and other matters that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 14: PUBLIC RIGHT-OF-WAY RENTAL FEES. Effective July 1, 2015, the public right-of-way rental fee collected by the Public Works Department is hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 15: UTILITIES - WATER AND WASTEWATER FEES. Effective July 1, 2015, the fees collected by Ventura Water for providing water and wastewater services that

are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 16: UTILITIES - STORM WATER QUALITY INSPECTION FEES.

Effective July 1, 2015, the fees collected by the Stormwater Utility Maintenance Division of the Public Works Department for providing storm water quality inspection services that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 17: UTILITIES - NON-DOMESTIC WASTEWATER DISCHARGE FEES.

Effective July 1, 2015, the fees collected by Ventura Water for providing non-domestic wastewater discharge services that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 18: UTILITIES -- WELL AND GROUNDWATER CONSERVATION FEES.

Effective July 1, 2015, the fees collected by Ventura Water for processing and inspection fees applicable to the construction, modification, or destruction of a well, issued pursuant to Section 4813 of the Ventura County Ordinance Code and other matters that are reviewed or processed by that Division, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 19: UTILITIES - WASTE DIVERSION PROGRAM (AB 939) FEES.

Pursuant to Resolution 2006-046, the previously established fees collected by the Public Works Department for providing waste diversion (AB 939) services that are reviewed or processed by that Division, are set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 20: PARKS FEES. Effective July 1, 2015, the fees and hourly rates to be charged by the Parks, Recreation, and Community Partnerships Department, for facility use, and other services, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein. All policies for Park and Recreation areas and facilities usage shall continue to be governed by the "Rules and Regulations Policy for Park and Recreation Areas and Facilities Rental Use" adopted by the City Council.

SECTION 21: FEE-BASED PROGRAM AND SPECIAL EVENTS FEES. Effective July 1, 2015, fees and cost recovery targets for Community Recreation Services, Cultural Programs, Social Services, Golf, Youth and Adult Sports, and Special Events, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 22: WELLNESS PROGRAM FEES. Effective July 1, 2015, fees for wellness programs are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 23: TREASURY FEES. Effective July 1, 2015, the fees collected by the Treasury Division for fee-related licensing and permitting activities, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 24: MOBILE HOME RENT STABILIZATION ADMINISTRATIVE FEES. Effective July 1, 2015, both the Park Owners and Residents' portion of the Mobile Home Rent Control Regulatory Fee collected by the City of Ventura for administering the City's Rent Stabilization System Ordinance, are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 25: POLICE. Effective July 1, 2015, the fees collected by the Police Department for provision of services and hourly rates to be charged by the Police Department in order to recover costs for traffic and security services provided in support of various special events (including, without limitation, events sponsored by the City, the area schools, the annual County Fair, special events at the Fairgrounds, and events sponsored by non-profit and for-profit organizations), and other fee-related services performed by the Department are hereby established and set forth in Exhibit A, attached hereto and incorporated herein.

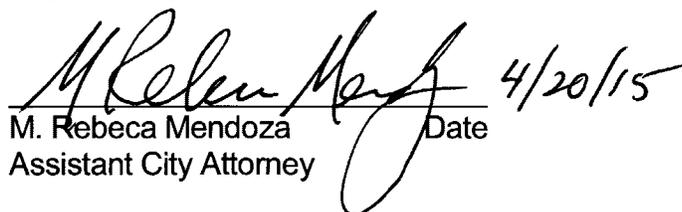
SECTION 26: CITY CLERK FEES. Effective July 1, 2015, various reproduction and other processing fees collected by the City Clerk's Office are hereby established as set forth in Exhibit A, attached hereto and incorporated herein.

SECTION 27: CEQA EXEMPTION. The City Council further finds that the setting or revising of fees pursuant to this Resolution is exempt from environmental review under Public Resources Code Section 21080(b)(8) of the California Environmental Quality Act, which provides an exemption for the establishment or modification of charges by public agencies, which the public agency finds are for the purpose of meeting operating expenses. Based on the record as a whole, the establishment or modification of fees, rates, or other changes pursuant to this Resolution, is entirely for the purpose of meeting operating expenses in that no recommended fee or fee increase would recover more than 100 percent of the cost incurred by the City to deliver the service provided.

PASSED AND APPROVED this ___ day of _____, 2015.

Cynthia M. Rodriguez, MMC
City Clerk

APPROVED AS TO FORM
Gregory G. Diaz
City Attorney


M. Rebeca Mendoza Date 4/20/15
Assistant City Attorney