

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: June 3, 2019

Reviewed by: NA

SUBJECT: Resolution No. 2019-38 – A Resolution of the Albany City Council Amending the City of Albany Master Fee Schedule

REPORT BY: Heather Rowden, Finance Director

SUMMARY

The action before the City Council is to consider amendments to the Master Fee Schedule that sets the cost for City permits, licenses, rentals, fines, and other services or programs.

STAFF RECOMMENDATION

That the Council adopt Resolutions No. 2019-38 – A Resolution of the Albany City Council amending the City of Albany Master Fee Schedule.

BACKGROUND

The master fee schedule is a single document that consolidates various user and services fees, regulatory and permit fees, development impact fees, infrastructure connection fees, and fines and penalties associated with violations of the Municipal Code. The Master Fee Schedule is updated annually.

DISCUSSION

Each City department uses appropriate methodology to set fees that correspond to their operations. In general, fees are set at a level intended to recover some or all of the costs of providing City services, programs, or facilities. Aside from general formatting changes, the following changes are proposed:

Community Development: The addition of wording omitted in error from the fee schedule last year under Community Development fees for Code Enforcement. In addition, Community Development is in the process of conducting a fee study and may have additional changes once that study is complete.

Under the Permits for Encroachments into Public Right-of- Way section, Public Works is requesting an increase in encroachment permit fees for major utility projects that exceed 2

hours of staff time. Recently, several projects have taken more staff time than usual, prompting the change.

Albany Fire Department: The fire department is requesting an increase based on the CPI index. The San Francisco-Oakland-San Jose All Urban Consumers index change from January 2018 through December 2018 was 3.8651%. In addition, ambulance fee reimbursement for treatment without transport is being added to the Master Fee Schedule similar to the Fire Engine Company response. This will be used when AFD ambulance crews provide assessment and no transportation is provided. The current Alameda County EMS contract only allows for extensive advanced paramedic skills without transport. The AFD no longer receives funds from the County and is now responsible for purchasing and maintaining heart monitors that were previously the responsibility of the County.

Public Works: Similar to the Fire Department, Staff is requesting an increase based on CPI to certain fees.

Recreation and Community Services: Recreation Staff recommend multiple language changes to increase clarity on multiple fees. In addition, the Memorial Park Basketball Courts are being removed from the Master Fee Schedule as AUSD is utilizing the courts for construction and temporary facilities. Pickleball rentals are being added to the schedule due to the increased popularity of this type of rental. For Pickleball, both Ocean View courts must be rented at once, doubling the rental fee. Staff also recommend increasing fees for the Multi-Use Room at the Senior Center to follow the fee structure of other Recreation room rentals.

Pursuant to the Government Code, a notice of the public hearing has been published ten days in advance of the City Council meeting and a draft of the revised Master Fee Schedule was posted to the City's website.

SUSTAINABILITY IMPACT

Not applicable.

FINANCIAL IMPACT

The changes will result in minor increases in fees and City revenues.

Attachments

1. Resolution No. 2019-38
2. Draft Revised Master Fee Schedule 2019-20

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RESOLUTION NO. 2019-38

**A RESOLUTION OF THE ALBANY CITY COUNCIL AMENDING THE
CITY OF ALBANY MASTER FEE SCHEDULE**

WHEREAS, the master fee schedule is a single document that consolidates various user and service fees, regulatory and permit fees, development impact fees, infrastructure connection fees, and fines and penalties associated with violations of the Municipal Code; and

WHEREAS, each City department uses appropriate methodology to set fees that correspond to their operations; and

WHEREAS, in general, fees are set at a level intended to recover some or all of the costs of providing City services, programs, or facilities; and

WHEREAS, the Master Fee Schedule is updated annually; and

WHEREAS, on Friday, May 24, 2019 and Wednesday, May 29, 2019, public notice was published in the West County Times.

NOW, THEREFORE, BE IT RESOLVED, that the Albany City Council hereby approves the amended Master Fee Schedule (incorporated by reference as Exhibit A), effective July 1, 2019.

ROCHELLE NASON, MAYOR

CITY OF ALBANY MASTER FEE SCHEDULE



Effective July 1, 2019

1. ADMINISTRATIVE FEES**Approved FY 19-20**

Unless otherwise noted, electronic copies of records are provided at no cost

COPIES PUBLIC RECORDS/INFORMATION

Printed Copies of Public Records (Letter sized/black and white)	\$0.10
Other sizes or color copies/prints at City cost	
Audit Report – compact disc	electronic copy no cost
Commercial Business License Listing	\$72.00
Rental Business License Listing	\$72.00
New Licenses Issued During Prior Month	\$16.20
Fiscal Year City Budget and/or Capital Improvement Program	electronic copy no cost
City Charter and/or Municipal Code/Each Supplement	electronic copy no cost
Copies faxed to requestor:	
First page	\$1.50
Each additional page	\$0.10

STAFF TIME (per hour)

City Manager	\$166.70
City Attorney	\$239.50
Dept. Heads & Senior Management	\$146.12
Supervisory/Professional/Technical Staff	\$100.33
Administrative Staff	\$70.23
Fire & Police Staff	\$138.40
Maintenance Worker	\$78.98

MISCELLANEOUS

Returned Checks	\$30.00
Candidate's Statement – printing fee	Entire fee, as set by the County of Alameda
Notice of Intent to circulate a petition	Entire fee, as set by the County of Alameda

FRANCHISE RENEWAL AGREEMENTS

Staff time – per above rates	Deposit \$20,000.00
Consultant & Attorney fees	City's cost

MEDIA FEES:

Basic Audio Package per event	\$150.00
(incl: 2 Speakers, 1 Mixer, 1 Microphone, cables)	(\$1,500 deposit. Must pick up equip.)
Basic Lights Package per event	\$100.00
(incl: 2 Lighting Stands, up to 20 Lights, cables)	(\$1,500 deposit. Must pick up equip.)
Advanced Audio Package (incl: On-Site Staff)	\$300 per event + \$25 per hour
KALB Basic 1 Camera Interview per event (Up to 2 Hours)	\$225.00
KALB 1 Camera Video Shoot per event (Up to 4 Hours)	\$350.00
KALB 3 Camera Shoot	\$350.00/event + \$150.00/hr
KALB Video Post Production per hour	\$85.00
KALB Consulting Services per hour	\$100.00
Audio Recording	\$50.00 per session + \$25 per hour
DVD Copying/Writing per disk	\$20.58
Thumb Drive Copying/Writing per drive	\$10.29

RENT REVIEW ORDINANCE:

Annual per rental unit fee	\$15.00
Rent Review Request Application fee *	\$15.00

*Fee waiver available - if tenant is receiving any public benefits including, but not limited to Medi-Cal, CalFresh (food stamps), CalWorks, General Assistance, SSI, SSP, Tribal TANF, IHSS or CAPI.

2. GENERAL LICENSE AND BUSINESS FEES	Approved FY 19-20
BINGO FEE	\$80.93
LICENSE FEES	
Issuance of First License (plus regular tax from Exhibit B)	\$16.21
Lost License Replacement	\$16.21
Transfer of License (Apartment Rental Property License exempt from transfer fee)	\$39.72
<p>Business License Taxes. Business Tax rates are established separately in accordance with Albany Municipal Code, Section 5-2.2. The code provides for an annual adjustment that is effective for the calendar year. The current Business Tax Rates are maintained in a separate document.</p>	
DOG LICENSE: (Service Dogs Exempt)	
Resident:	
Regular:	
1 year	\$19.19
2 year	\$36.74
3 year	\$45.79
Spayed or Neutered:	
1 year	\$9.57
2 year	\$18.37
3 year	\$22.90
Senior Citizen (62 years old) :	
Regular:	
1 year	\$4.01
2 year	\$7.72
3 year	\$11.47
Spayed or Neutered:	
1 year	\$2.01
2 year	\$3.86
3 year	\$5.76
Replacement Tag Fee	\$7.82
TOBACCO RETAILER LICENSE (AMC 5-24 Initial fee and annual renewal)	\$250.00
CHRISTMAS TREE/PUMPKIN LOT PERMIT (\$56.15 refundable)	\$404.71
FILM PERMIT (per day not including city out of pocket cost)	\$385.50
GARAGE SALE PERMIT (valid for 60 days)	\$12.09
BUSINESS LICENSE INVESTIGATION FEE: (not including staff investigation costs)	
Individual	\$100.64
Business Establishment	\$139.53
SALES (Going Out of Business Sale)	\$50.83
TAXI CAB:	
Application (Per Vehicle)	\$169.53
Inspection	\$91.84
New Driver Permit	\$70.66
Renew Driver Permit	\$35.19
Operator's License Reinstatement Fee (Per Reinstatement, Per Vehicle)	\$34.42
RELEASE OF LIEN FEE	An amount equal to the amount
	charged by the Alameda County
	Recorder's Office

3. COMMUNITY DEVELOPMENT

Approved FY 19-20

PLANNING & ZONING

DOCUMENTS (See also Administration Fees on Page 1)

Informational handouts and forms	No cost
Planning applications under active consideration	available on-line no cost
Property history per page	\$0.10
Zoning Code	available on-line no cost
General Plan	available on-line no cost
Special printing & scanning	sent to vendor of choice at no cost

GENERAL PLAN AMENDMENT, ZONING ORDINANCE OR MAP AMENDMENT, DEVELOPMENT AGREEMENT, OR SPECIFIC PLAN

Actual Cost per written agreement

USE PERMITS:

Minor Use Permit *	\$1,657.00
Major Use Permit *	\$2,796.00
Seasonal Use Permit	\$1,123.00
Temporary Use Permit	\$1,123.00

DESIGN REVIEW

Administrative Hearing *	\$1,657.00
Planning & Zoning Commission *	\$2,796.00
Signs (administrative) *	\$1,123.00
Signs (requiring P&Z action) *	\$2,796.00
Master Sign Program *	\$2,796.00

ACCESSORY RESIDENTIAL UNIT

Secondary Residential Unit *	\$1,123.00
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AFFORDABLE HOUSING

Planning and zoning fees are to be reduced by an amount equal to the proportion of the building area allocated to affordable housing units.

VARIANCE OR PLANNED UNIT DEVELOPMENT*

\$2,796.00

PARKING EXCEPTIONS:

Residential & Commercial *	\$2,796.00
Parking Survey if required	\$631.00

* MULTIPLE APPLICATIONS

When simultaneously applying for more than one planning approval, the full amount for the highest fee will apply and one half fee will be

3. COMMUNITY DEVELOPMENT

Approved FY 19-20

3. COMMUNITY DEVELOPMENT		Approved FY 19-20
MISCELLANEOUS PERMITS		
Beekeeping Permit		\$189.00
Chicken (Hens)/Rabbit Permit		\$189.00
Goat Permit		\$189.00
Animal Breeding		\$189.00
Home Occupations		\$77.00
Permit for Tree Removal on unimproved private property (HD and H: zones only)		\$197.00
Large Family Home Day Care	same as other minor use permit	
Zoning Clearance/Zoning Permit Letter (staff approval)		\$105.00
Zoning Clearance/Planning and Zoning Commission		\$1,657.00
EXTENSION OF APPROVALS:		
No Changes to Project within two years of original approval		No charge
Minor Changes to Project within two years of original approval		\$1,173.00
Significant changes to project or more than two years from original approval		New application
APPEALS:		
Appeal of Staff Decision to Planning and Zoning Commission		\$614.00
Appeal of Planning & Zoning Commission Decision to City Council		\$614.00
CALIFORNIA ENVIRONMENTAL QUALITY ACT		
Categorical Exemption (written Notice of Exemption)		\$450.00
Negative Declaration or Environmental Impact Report	Actual cost + 20% per written agreement	
SUBDIVISION MAP ACT (Note: Civil engineering plans also subject to plan check review fees)		
Certificate of Compliance		\$413.00
Parcel Map Waiver		\$4,224.00
Lot Line Adjustment or Lot merger		\$1,173.00
Parcel Map		\$4,224.00
Tentative Subdivision map		\$4,224.00
Final Subdivision Map		\$4,224.00
Extension of Tentative Map		\$1,173.00
Condominium Conversion		\$4,224.00
CONNECTION FEES, IMPACT FEES, AND EXACTIONS		
SCHOOL IMPACT FEE		
a. Residential (applicable to all new square footage over 500 SF)		As adopted by AUSD
b. Commercial (applicable to all new square footage over 500 SF)		As adopted by AUSD
CAPITAL FACILITIES IMPACT FEE		
Residential additions and conversions per square foot		\$0.65
Industrial or other non-residential development per square foot		\$0.65
New Residential unit:		
600 square feet or less		\$375.00
601 square feet to 1,000 square feet		\$840.00
1,001 square feet or over		\$1,365.00

3. COMMUNITY DEVELOPMENT

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SEWER CONNECTION FEE	
New Construction/New Service	\$1,166.00
Per New Plumbing Fixture (existing service)	\$187.50
Commercial & Industrial Grease Trap per gallon per minute	\$7.20
STORM DRAIN IMPACT FEE	
	\$0.10 per square foot
ART IN PUBLIC PLACES	
	1.75% of project valuation on qualifying projects
PARKLAND DEDICATION	
	See Section 22-8 of AMC
BUILDING PERMITS:	
APPLICATION FEE	
	\$73.00
BUILDING PERMIT FEE	
Minimum Fee Permit	\$46.00
Value of work to \$25,000	1.25%
Value of work between \$25,000 and \$50,000	1.00%
Value of work between \$50,001 and \$250,000	0.75%
Value of work over \$250,000	0.50%
CONSTRUCTION TRADES FEES	
Mechanical Minimum Flat Fee	\$46.00
Alternative Fee per Sq. Foot if Total Improvement Area Greater than 750 Sq. Feet	\$0.06
Electrical	see separate section
Plumbing	see separate section
Minimum Fee	\$163.00
If greater than 50 cubic yards	Minimum fee plus 5% of estimated cost
PLAN CHECK FEE	
City staff hourly rate	\$132.00
Performed by consultant (initial deposit to be calculated by City staff)	Cost + 25%
Review of Energy Efficiency Calculation	12% of building permit fee
CONSTRUCTION DEPOSIT	
	1% of project value if project valuation > \$1,000,000.
STATE OF CALIFORNIA REQUIREMENTS	
Building Standards Administration Fee	Set by State of California Building Standards Commission
Strong Motion Instrumentation Program	Set by State of California Department of Conservation

3. COMMUNITY DEVELOPMENT

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MISCELLANEOUS BUILDING PERMIT RELATED FEES	
Voluntary seismic upgrade of residential structures (not applicable to remodeling and conversion applications)	No fee
Building permit extension	No fee
Building permit transfer	No fee
Partial Permit Processing Fee	\$356.00
Re-Inspection Fee	\$103.00
Temporary Certificate of Occupancy	\$293.00
Appeal of Building Official decision to Board of Appeals	\$614.00
Sewer video inspections	Not applicable - EBMUD responsibility
AFFORDABLE HOUSING PROJECT ADJUSTMENT	Construction permit fees are to be reduced by an amount equal to the proportion of the building area allocated to affordable housing units.
CONSTRUCTION VALUATION PER SQUARE FOOT	
A-1 Assembly, theaters, with stage	\$282.00
A-1 Assembly, theaters, without stage	\$255.00
A-2 Assembly, nightclubs	\$222.00
A-2 Assembly, restaurants, bars, banquet halls	\$221.00
A-3 Assembly, churches	\$257.00
A-3 Assembly, general, community halls, libraries, museums	\$209.00
A-4 Assembly, arenas	\$253.00
B Business (e.g., banks, offices, professional offices)	\$219.00
E Educational	\$228.00
F-1 Factory and industrial, moderate hazard	\$125.00
F-2 Factory and industrial, low hazard	\$124.00
H-1 High Hazard, explosives	\$106.00
H-2,3,4 High Hazard	\$115.00
H-5 HPM	\$219.00
I-1 Institutional, supervised environment	\$223.00
I-2 Institutional, hospitals	\$312.00
I-2 Institutional, nursing homes (16+ residents)	\$209.00
I-3 Institutional, restrained	\$254.00
I-4 Institutional, day care facilities	\$223.00
M Mercantile (e.g., retail)	\$158.00
R-1 Residential, hotels	\$225.00
R-2 Residential, multiple family	\$184.00
R-3 Residential, one- and two-family	\$183.00
R-4 Residential, care/assisted living facilities (5 - 15 residents)	\$223.00
S-1 Storage, moderate hazard	\$114.00
S-2 Storage, low hazard	\$113.00
U Utility, miscellaneous	\$89.00
1. Remodel valuation	75% of new construction.
2. Porches and decks valuation	35% of new construction.
3. Conversion of non-occupiable space to occupiable space (e.g., habitable space plus bathrooms, hallways, closets, utility areas, etc.)	85% of new construction.
4. Demolition cost estimated (applicable to stand-alone demolition permits only).	10% of new construction.

3. COMMUNITY DEVELOPMENT**Approved FY 19-20****ELECTRICAL IMPROVEMENTS**

Minimum Flat Fee	\$46.00
Alternative Fee per Sq. Foot if Total Improvement Area Greater than 750 Sq. Feet	\$0.06

For small projects (as determined by City staff), inspection fee may be computed based on the following:

SERVICE	\$42.00
SERVICE (PER AMP FOR ADDITIONAL AMPS >100)	\$0.17
SERVICE (TEMPORARY)	\$42.00
CIRCUITS	\$4.00
FIXTURES	\$1.00
SWITCHES	\$1.00
RECEPTACLES	\$1.00
DISPOSAL	\$5.00
DISHWASHER	\$5.00
RANGE/RANGE TOP OVEN	\$8.00
FURNACE	\$8.00
AIR CONDITIONER	\$24.00
SWIMMING POOL/OUTDOOR SPA	\$42.00
SIGN	\$30.00
MISC. APPARATUS (PER KW/KVA)	\$2.00
MOTORS (PER HP)	\$2.00
SUB PANEL	\$177.00

MECHANICAL IMPROVEMENTS

Minimum Flat Fee	\$46.31
Alternative Fee per Sq. Foot if Total Improvement Area Greater than 750 Sq. Feet	\$0.06

For small projects (as determined by City staff), inspection fee may be computed based on the following:

FORCED AIR FURNACE	\$24.00
WALL FURNACE	\$24.00
FLOOR FURNACE	\$24.00
UNIT HEATER	\$24.00
DUCT HEATER	\$24.00
AIR CONDITIONER	\$24.00
EVAPORATIVE COOLER	\$24.00
COILS AND RADIATORS	\$12.00
COMPRESSORS	\$12.00
LOW PRESSURE DUCT	\$24.00
BOILERS	\$30.00
RANGE/OVEN TOP	\$8.00
LOG LIGHTERS	\$8.00
FIREPLACE	\$24.00
FLUE	\$8.00
FANS (KITCHEN/BATH)	\$8.00

3. COMMUNITY DEVELOPMENT

Approved FY 19-20

PLUMBING IMPROVEMENTS	
Minimum Flat Fee	\$46.00
Alternative Fee per Sq. Foot if Total Improvement Area Greater than 750 Sq. Feet	\$0.06
For small projects (as determined by City staff), inspection fee may be computed based on the following:	
TOILETS	\$8.00
BATH/SHOWER	\$8.00
BASINS	\$8.00
SINKS	\$8.00
SHOWERS	\$8.00
LAUNDRY TRAYS	\$8.00
CLOTHES WASHER	\$8.00
FLOOR SINKS/DRAINS	\$8.00
URINALS	\$8.00
DRINKING FOUNTAINS	\$8.00
DISHWASHER	\$8.00
DISPOSAL	\$8.00
WATER ALTERATION	\$24.00
WASTE ALTERATION	\$24.00
WATER SERVICE	\$24.00
GAS TEST	\$36.00
WATER HEATER	\$24.00
RANGE/OVEN TOP	\$8.00
DRYER	\$8.00
SWIMMING POOL/SPA	\$42.00
SEWER LATERAL	\$90.00
PERMITS FOR ENCROACHMENTS INTO PUBLIC RIGHT-OF-WAY	
Reconstruction of curb, gutter, sidewalk, driveway, landscaping, storm drain, lower sewer lateral in street r-o-w or easement	\$146.00
New construction of curb, gutter, sidewalk, driveway, landscaping, storm drain, and sewer lateral in street r-o-w or easement and utility excavations	8% of improvement cost
Minor utility encroachment (up to 2 hours of Staff time)	\$146.00
Major utility encroachment (fee estimate to be provided at acceptance of application)	\$146.00 plus Staff time billed at applicable rate
Construction of permanent private facilities in City r-o-w or easement:	5% of improvement cost
Special activities in City right-of-way. Note: Permit and/or waiver of fee requires Council approval	\$146.00
Temporary storage or placement of materials in r-o-w, including construction parking permit (up to seven days)	\$146.00
OTHER FEES AND CHARGES	
Notary Services (for City documents only)	\$15.00 per signature (or maximum per State law)
Address Change	\$320.00
Special assessment fee on delinquent Waste Management accounts	\$50.00

3. COMMUNITY DEVELOPMENT

Approved FY 19-20

3. COMMUNITY DEVELOPMENT		Approved FY 19-20
CITY-OWNED ELECTRIC VEHICLE CHARGING STATION		
Per hour for the first 3 hours while vehicle is charging		\$1.50
Per hour after first 3 hours or 30 minutes after the vehicle is fully charged		\$5.00
Overnight period of 9:00 PM to 7:00 AM whether vehicle charging or not		\$10.00
CODE ENFORCEMENT		
Construction without Required Permits		<u>Double building and/or encroachment fee portion of total permit cost</u>
Violation of Planning & Zoning Code requirements, nuisance abatement, or Building & Housing Code violations, not otherwise specified by ordinance or set forth herein.		\$100.00 per violation, per day for first violation; \$250.00 per violation, per day for second citation of same
1. Tier One fines shall be imposed for Code violations other than those specifically listed below under Tier Two fines and shall be as follows:		A. First Citation--\$250.00 for the first violation;
2. Tier Two fines shall be imposed for the following Code violations only: Albany Municipal Code §12-6.1; the State Housing Code codified in the Health and Safety Code including §17920.3 et al (substandard dwelling structures); and, the Uniform code of Abatement of Dangerous Buildings, which are adopted by reference in Section 12-6.1 of the Albany Municipal Code. Tier Two fines shall be set as follows:		A. First Citation--\$1,000.00 for the first violation; B. Second Citation--\$2,500.00 for the second violation of the same provision of this Code within any 24 consecutive month period; C. Third and Additional
Appeal of Building Official decision to Board of Appeals		\$614.31
Appeal of Notice & Order		\$614.31
Appeal of Administrative Citation		\$614.31

4. FIRE

Approved FY 19-20

EMERGENCY RESPONSE

First Responder	\$300.00 (Standard charge of \$100.00 for engine and \$100.00 each for firefighter/paramedic) per hour
Ambulance	Current composite rate for paramedic services, as approved by the Alameda County Board of Supervisors
Ambulance Treatment without Transport not covered by ALCO BOS	\$300

FALSE ALARM

Up to two calls in a 90 day period	\$200.00 per call, per hour
Three or more calls in a 90 day period	\$300.00 per call, beginning with third call, per hour

DOCUMENT FEE (See also Administrative Fees)

Medical Records Supoena	\$ 25.00
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FIRE PREVENTION AND LIFE SAFETY PROGRAM

Businesses per unit uncrement	\$30.97
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(Unit increment determined by the Fire Chief. Fees recapture the costs associated with: Fire & Life Safety inspections, administrative functions, public education, and code review/development). If a business location is vacant, the property owner will be charged. In situations where multiple business license holders share the same workspace, unit increments may be modified. Fees will be collected from either the primary business owner or the tenant.

Apartments: All apartment complexes will be charged base fee plus the listed fee below. (Fees recapture costs associated with Fire & Life Safety inspections, administrative functions, public education, and code review/development)

3 - 5 units	\$123.89
6 -10 units	\$185.84
11 - 15 units	\$247.78
16 - 20 units	\$309.73
21 - 25 units	\$371.68
26 - 30 units	\$433.62
31 - 35 units	\$495.57
36 - 40 units	\$557.51
41 - 45 units	\$619.46
46 - 50 units	\$681.41
51 - 55 units	\$743.35
56 - 60 units	\$805.30
61 - 65 units	\$867.24
66 - 70 units	\$929.19
71 - 75 units	\$991.14
76 - 100 units	\$1,053.08
101 - 150 units	\$1,115.03
151 - 200 units	\$1,238.92
201+ units	\$1,858.38

4. FIRE	Approved FY 19-20
Call-back by Fire Marshal	\$148.78
Code Violation Compliance Inspection	\$148.78
PERMITS	
Operational Permit Fees for Businesses are included as part of the "unit increments"	
Miscellaneous Fire Permits not listed below	\$58.63
* additional plan review/inspection time, or additional inspections are charged per hour	\$148.79
Fumigation permit	\$29.87
Compressed Gases:	\$0.00
Storage, handling or use	\$58.63
Installation or modification of system	\$119.47
Cutting and welding	\$58.63
Automatic Fire Suppression System:	\$0.00
Residential: includes one plan review, hydrostatic test, & final inspection *	\$596.44
Commercial: includes plan review, hydrostatic test, & final inspection *	\$0.00
0 – 100 sprinklers	\$579.64
101-200 sprinklers	\$745.56
201-400 sprinklers	\$898.22
401 + sprinklers	\$1,036.49
Hood and Duct Kitchen System: includes plan review, test, & final inspection.	\$1,191.36
Hood and Duct Kitchen System: additional plan review/inspection time, or additional inspections are charged per hour	\$148.78
Explosive permit (manufacture, selling, disposal, purchase, storage, use, or transport)	\$122.79
FIRE ALARM SYSTEM	
Commercial: includes first hour for plan review, & first hour for final inspection, Additional plan review/inspection time, or additional inspections are charged @ \$143.25 per hour	\$614.93
Fire pump and related equipment permit: includes first hour for plan review, & first hour for final inspection. (installation of or modification of fire related fuel tanks, jockey pump, controllers and generators) * additional plan review/inspection time, or additional inspections are charged @ \$143.25 per hour	\$596.24
Flammable and combustible liquids permit: (storage use, handling or transportation of Class I, Class II, or Class IIIA flammable or combustible liquids)	\$59.73
Liquid Petroleum Gas Systems/Storage:	
Storage and use	\$122.79
Installation or modification of LP system. Additional plan review/inspection time, or additional & inspections are charged @ \$143.25 per hour	\$611.80
Tar Kettles permits	\$122.59
Open flame permit	\$122.59
Flammable finish application permit	\$60.15
Standpipe Systems: includes first hour for plan review, & first hour for final inspection. Additional plan review/inspection time, or additional inspections are charged @ \$143.25 per hour	\$611.72
HAZARDOUS MATERIALS, FIRE ENGINE RESPONSE, URBAN WATER RUNOFF	
Engine (Per Hour)	\$0.00

4. FIRE		Approved FY 19-20
Per Person		<u>\$112.88</u>
Per Vehicle		<u>\$112.88</u>
Fire Personnel (Per Hour)		<u>\$112.88</u>
Outside agencies, contractors and materials	Actual staff cost plus 18% administrative fee	
Weed abatement administrative fee		<u>\$148.78</u>

5. POLICE**Approved FY 18-19****FALSE ALARMS:**

First excess false alarm response	\$60.00
Second and subsequent excess false alarm responses	\$86.00

CLEARANCE LETTER or LETTER OF GOOD CONDUCT

Resident: No Cost

Non-Resident: \$45.00

POLICE REPORTS

\$.10 per page

PHOTOGRAPHS

Actual cost

ELECTRONIC RECORDS

\$ 69.00 (each data source)

SECOND HAND DEALERS APPLICATION

\$84.00

IMPOUND RELEASE

\$175.00

VIOLATION FINES:

(All sections are from the Albany Municipal Code unless otherwise specified)

8-18.2 Possession of Dangerous Weapon	\$186.00
8-18.3 Fighting by Possessor	\$313.00
8-18.4 Discharge of Firearms Prohibited	\$313.00
8-18.5 Bows and Arrows	\$313.00
8-18.6 Hunting, Trapping or Harassing Animals	\$313.00
8-19.3 Firearms Dealer Permit Required	\$624.00
9-3.3 Obedience to Police and Fire Officials	\$129.00
9-4.3 Obedience to Traffic Control Devices	\$129.00
9-5.3 Obedience to No-Turn Signs	\$43.00
9-8.2 Roller Skates, Skateboards and Toy Vehicles	\$26.00
9-10.2 Standing in Parkways Prohibited	\$50.00
9-10.3 Parking for Certain Purposes Prohibited	\$50.00
9-10.4 Parking Parallel with Curb	\$45.00
9-10.5(b) Angle Parking (within markings)	\$45.00
9-10.6(b) Parking Adjacent to Schools	\$45.00
9-10.7 Parking Prohibited on Narrow Streets	\$50.00
9-10.8 Parking on Hills	\$50.00
9-10.9 Unauthorized Parking on Private Property	\$45.00
9-10.10 Parking on City Property	\$42.00
9-10.11 No Parking Zones to Prevent Flooding	\$45.00
9-10.12 Vehicles Not to Interfere with Work on Streets	\$50.00
9-10.13 Stopping or Parking at Hazardous Places	\$50.00
9-10.15 Emergency Parking Signs	\$50.00
9-10.17 a. 1-4 Curb Marking to Indicate No Stopping	\$50.00
9-10.17a.5 Curb Marking to Indicate No Stopping-Blue	\$356.00
9-10.18 Parking Time Limited in Business District	\$45.00
9-10.19 Parking Time Limited on Certain Streets	\$45.00
9-10.20 Parking Prohibited at All Times on Certain Streets	\$45.00
9-10.21 Parking of Oversized Vehicles Prohibited	\$50.00
9-10.2 Parking Prohibited Outside of Spaces	\$45.00
9-10.2 Interference with Officers in Enforcement	\$90.00
9-11.5 Standing in Any Alley	\$50.00
9-11.6 Bus Zones	\$313.00

5. POLICE		Approved FY 18-19
9-11.7	Funeral Zones	\$50.00
9-12.6	Parking Permits	\$45.00
9-13.2	General Authority of Police	\$45.00
DRUGS/ALCOHOL RELATED ARRESTS (when conviction is obtained):		Actual Staff Cost
HAZARDOUS MATERIALS RESPONSE		Actual Staff Cost
ANIMAL CONTROL VIOLATIONS:		
(All sections are from the Albany Municipal Code unless otherwise specified)		
10-2	Inhumane Treatment	\$178.00
10-3.2	Defecation	\$122.00
10-3.4	Rabies	\$122.00
10-3.5	Disposition of Dead Animals	\$122 + staff time
10-3.6	10-4.1 Public Nuisance	\$178.00
10-4.2	Animals At-large	\$178.00
10-4.3	Vicious/Dangerous Animal	\$178.00
10-5	Animal Licensing – See General License Fees	
10-7	Watchdog or Vicious Animal	\$178.00
PARK, OPEN SPACE, WATERFRONT AND ALBANY HILL AREAS		
(All sections are from the Albany Municipal Code unless otherwise specified)		
8-4.3 Hours of Operation		
	First violation	\$100.00
	Second violation (within any twelve month period)	\$200.00
	Third violation (within any twelve month period)	\$300.00
8-4.4 Camping		
	First violation	\$100.00
	Second violation (within any twelve month period)	\$200.00
	Third violation (within any twelve month period)	\$500.00
8-4.5 Fires		
	First violation	\$100.00
	Second violation (within any twelve month period)	\$200.00
	Third violation (within any twelve month period)	\$500.00
8-4.6 Alcoholic Beverages		
	First violation	\$100.00
	Second violation (within any twelve month period)	\$200.00
	Third violation (within any twelve month period)	\$500.00
8-4.7 Unauthorized Activities		
	First violation	\$100.00
	Second violation (within any twelve month period)	\$200.00
	Third violation (within any twelve month period)	\$500.00

5. POLICE**Approved FY 18-19****ANTI-SCAVENGER ORDINANCE****15-3.3 Unauthorized Collection Prohibited**

First violation \$100.00

Second violation (within any twelve month period) \$200.00

Third violation (within any twelve month period) \$500.00

15-3.4 Destroying, Scattering or Collection Without Consent

First violation \$100.00

Second violation (within any twelve month period) \$200.00

Third violation (within any twelve month period) \$500.00

15-3.5 Unauthorized Removal of Container

First violation \$100.00

Second violation (within any twelve month period) \$200.00

Third violation (within any twelve month period) \$500.00

6. PUBLIC WORKS		Approved FY 18-19
Copy of Standard Construction Specifications		available on-line no cost
Watershed Management Plan (Technical Appendices)		available on-line no cost
Transportation Permit:		
Oversized and overweight vehicles		\$18.17
b. House Moving permit		\$342.01
TREES:		
Concrete removal (\$10.50/SF, Min. 12 SF)		\$129.00/site or \$8.45/sq. ft. for partial removal
Cost to plant tree in City R-O-W (Adopt-a-Tree fee)		\$218.03
Tree replacement in City Right of Way		\$109.01
Tree Removal Application fee in City Right of Way		\$218.03
Replant City maintained street tree when removed by City initiated action		No fee
Tree Maintenance fee		\$45.96
Appeal of Parks & Recreation Commission decision to City Council		\$200.00
BICYCLE AND VEHICLE PARKING:		
Installation of bike rack in public right-of-way (if required as condition of approval)		\$585.94
Accessible Parking (residential zones only; requires prior City approval)		
a. Initial application		\$45.58
b. Accessible parking installation		
1. Blue curb and T-bars		\$131.83
2. Disabled parking sign		\$396.46
3. Disabled parking logo (if needed)		\$65.94
Curb painting for parking space (cost per space)		\$78.67
FLOOD HAZARD LETTER: (determination from Flood Insurance Rate Maps only)		\$464.92
USE OF PUBLIC WORKS VEHICLE AND EQUIPMENT:		
Car, pickup truck, SUV per hour		\$17.31
Light utility vehicle (electric) per hour		\$17.31
Dump truck, 2 axle per hour		\$34.63
Flat bed truck per hour		\$28.86
Loader/backhoe per hour		\$46.17
Street sweeper per hour		\$75.03
High pressure flushing/vacuum truck (Vactor) per hour		\$86.57
Sewer rodding truck per hour		\$52.00
Street barrier rental fee per week		\$35.27
STREET AND TRASH VIOLATIONS		
14-1.2 Damage to public property		\$130.53 + hourly cost of maintenance worker
14-1.3 Obstruction of streets and sidewalks		\$ 98.10 + hourly cost of maintenance worker
15-2.2 Dumping garbage on public property		\$130.53 + hourly cost of maintenance worker
15-2.13 Household garbage in City trash can		\$ 98.10 + hourly cost of maintenance worker

6. PUBLIC WORKS**Approved FY 18-19****STORM DRAIN:** Equivalent Runoff Single-Family Residential Unit

\$41.62 - charged on property tax bill

SEWER SERVICE RATES*:

City of Albany Sewer Service Rate Schedule are adopted separately.

Sewer service rates will be adjusted annually based on the Consumer Price Index and reported in a separate document.

7. RECREATION & COMMUNITY SERVICES

Approved FY 18-19

ATHLETIC FIELDS: Ocean View Park, Memorial Park

*Hourly rate includes a \$2.00 CIP fee	Resident	Non-resident
- Youth Teams, Leagues, Groups per hour	\$12.25	\$19.25
- Adult Teams, Leagues, Groups per hour	\$18.25	\$28.25
- Business Teams, Leagues, Groups per hour	\$24.25	\$34.25
Albany Unified School District (subject to joint use agreement) <u>Field Use Only - No Lights</u>	No Charge	
Field Lights Fee (Added to hourly rental rate) per hour	\$11.25	\$11.25

PICNIC/BBQ AREAS:

*Hourly rate includes a \$2.00 CIP fee	Resident	Non-resident
Memorial Park: (4 hour min.): 9:30 am-1:30 pm; or 2:30 pm-6:30 pm		
- East Side (4 Tables Max 24 people) per time block	\$66.00	\$76.00
- West Side (5 Tables Max 30 people) per time block	\$82.00	\$92.00
- Entire Picnic Area (9 Tables Max 54 people) per time block	\$146.00	\$156.00
Plus a Security/Cleaning Deposit (Refundable) flat fee	\$50.00	\$50.00
Jewel's Terrace Park: (4 hour min.): 9 am-1 pm; 2 pm-6 pm		
- Entire Picnic Area (5 Tables Max 30 people) per time block	\$82.00	\$92.00
Plus a Security/Cleaning Deposit (Refundable) flat fee	\$50.00	\$50.00
Ocean View Park: (4 hour min.): 10 am-2 pm; 3 pm-7 pm		
- Cedar Area (3 Tables Max 18 people) per time block	\$50.00	\$60.00
- Maple, Pine, Oak & Spruce Areas (2 Tables each Max 12 people) per time block	\$34.00	\$44.00
- Ponderosa Area (1 Table Max 6 people) per time block	\$20.00	\$30.00
- Entire Park (Picnic Area 12 Tables Max 144 people) per time block	\$194.00	\$204.00
Plus a Security/Cleaning Deposit (Refundable) per time block	\$50.00	\$50.00

MEMORIAL PARK EVENT AREA:

- West Side Grass & Stage: Community Based Organizations Only (Permit Required) per hour	\$40.00	\$50.00
- East Side Grass; Community Based Organizations Only (Permit Required) per hour	\$30.00	\$40.00
- Entire Park; Albany Community Based Organizations Only (Permit Required) per hour	\$110.00	\$120.00
- Stage Power (Must Rent West Grass & Stage; Permit Required) per hour	\$48.50	\$51.00
- Stage Power Deposit (Refundable) flat	\$100.00	\$100.00

SENIOR/YOUTH ANNEX

- Garden Event Area Behind Senior/Youth Annex per hour	\$40.00	\$50.00
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MEMORIAL PARK BASKETBALL COURT

*Hourly rate includes a \$2.00 CIP fee	Resident	Non-resident
Memorial Park Basketball Court	\$8.00	\$10.00

7. RECREATION & COMMUNITY SERVICES

Approved FY 18-19

TENNIS COURTS:		
*Hourly rate includes a \$2.00 CIP fee	Resident	Non-resident
Ocean View Park, Memorial Park, Terrace Park per hour/per court	\$8.00	\$10.00
Commercial Use - Instructor Fee Private Tennis Instructors per hour/per court (Ocean View Courts Only/Day Rental Only)	\$20.00	\$20.00
Pickleball Rental per hour (Ocean View Courts Only/Fee is for both courts)	\$16.00	\$20.00
Albany Unified School District (subject to joint use agreement) Courts only - No lights	No Charge	
Single Use Light Access Code (Must reserve court for key code) per hour	\$4.00	\$4.00
Tennis Light Access Code:		
- Full-Year: (July 1– June 30) per key	\$65.00	\$75.00
- Half-Year: (January 1–June 30) per key	\$33.00	\$38.00
*Must have light access code to reserve courts after 5:30 pm (Nov–Mar), after 7:00 pm (April–Oct)		
COMMUNITY ROOM: Albany Community Center		
*Hourly rate includes a \$4.00 CIP fee	Resident	Non-resident
- Community Based Organization (Not for Profit) per hour	\$60.00	\$65.00
- Private Rental for Social or Fundraising per hour	\$85.00	\$95.00
- Commercial and Business per hour	\$100.00	\$110.00
Albany Unified School District (subject to joint use agreement)	No Charge	
Weekend Reservations (Friday–Sunday) Added to hourly rate per hour	\$25.00	\$27.00
Security/Cleaning Deposit (Refundable) flat fee	\$500.00	
MULTI-USE ROOM: Albany Senior Center		
*Hourly rate includes a \$4.00 CIP fee	Resident	Non-resident
- Community Based Organization (Not for Profit) per hour	\$45.00	\$50.00
- Private Rental for Social or Fundraising per hour	\$53.00	\$63.00
- Commercial and Business per hour	\$68.00	\$78.00
Albany Unified School District (subject to joint use agreement)	No Charge	
Security/Cleaning Deposit (Refundable) flat fee	\$250.00	
MEETING ROOMS: Community Center (EOC, Room 1, Room 2, Craft, Edith Stone), Senior Center (South Room), The Annex		
*Hourly rate includes a \$4.00 CIP fee	Resident	Non-resident
- Community Based Organization (Not for Profit) per hour	\$30.00	\$35.00
- Private Rental for Social or Fundraising per hour	\$38.00	\$48.00
- Commercial and Business per hour	\$53.00	\$63.00
Albany Unified School District (subject to joint use agreement)	No Charge	
Security/Cleaning Deposit (Refundable) flat fee	\$250.00	
MEMORIAL PARK FACILITY		
*Hourly rate includes a \$4.00 CIP fee	Resident	Non-resident
- Community Based Organization (Not for Profit) per hour	\$40.00	\$45.00
- Private Rental for Social or Fundraising per hour	\$48.00	\$58.00
- Commercial and Business per hour	\$63.00	\$73.00
Albany Unified School District (subject to joint use agreement)	No Charge	
Security/Cleaning Deposit (Refundable) flat fee	\$500.00	

7. RECREATION & COMMUNITY SERVICES

Approved FY 18-19

STAFF LOUNGE: Community Center		
*Hourly rate includes a \$4.00 CIP fee	Resident	Non-resident
- Community Based Organization (Not for Profit) per hour	\$17.00	\$22.00
- Private Rental for Social or Fundraising per hour	\$25.00	\$30.00
- Commercial and Business per hour	\$35.00	\$40.00
Albany Unified School District (subject to joint use agreement)		No Charge
Security/Cleaning Deposit (Refundable) flat fee		\$50.00
BLOCK PARTY:		
*Rate includes a \$4.00 CIP fee		
- Block Party Package: Includes Application Processing; Barrier Delivery & Pick-up flat fee		\$40.00
- Event Insurance (Required)	Quote by Insurance Company	
MISCELLANEOUS FACILITY RENTAL FEES:		
1. Facility Rental application Fee (non-refundable) \$35.00 flat		\$36.00
2. Event Insurance (Includes processing fee)	Quote by Insurance Company	
3. City Alcohol Permit Fee (Exclusive of ABC Fee) per application		\$25.00
4. Additional Security Required		Cost of service
5. Late Payment Fee	Late payment fee: 20% of balance of fees due	
6. Audio/Visual system (Projector/Screen/PA System)(Community Center and Senior Center) flat fee		\$50.00
7. Transfer fee for Room Reservation fee per change		\$25.00
8. Transfer/Cancellation fee for Field / Tennis Reservation fee per change		\$5.00
9. Table Rental Fee per table		\$15.00
10. Stage (6 pieces available; Each 2' x 4' + Wheel Chair Ramp) per stage piece		\$20.00
11. Curtains (Black formal curtains that line the walls of the Community Room)		
- Front Wall		\$50.00
- Full Room		\$200.00
12. Tall Cocktail Tables (6 available) Community Center Only per table		\$10.00
13. Podium (Community Center & Senior Center) flat fee		\$15.00
14. 10' x 10' Event Tent Rental (Includes Stakes) (5 available) per tent		\$25.00
14. 10' x 10' Event Tent Deposit (Refundable) flat fee		\$50.00
16. Ongoing Rental Discount (6 Dates or More on Application) % off base rate		10%

7. RECREATION & COMMUNITY SERVICES

Exhibit A - CLASSIFICATION FOR PRIORITY USE OF CITY PARK & RECREATION FACILITIES

1. Department Sponsored Activities

Recreation and Community Service programs and activities directly sponsored by the Recreation & Community services Department; other City of Albany activities as approved by the Director of Recreation & Community Services.

2. School Sponsored Activities (~~At~~ Senior Center for adult activities)

Adult or youth programs sponsored by the Albany Unified School District and Saint Mary's College High School.
Adult or youth programs sponsored by Peralta Community College or by the University of California, Berkeley.

3. Community Youth Groups and Leagues (At all facilities except Senior Center)

Any organized youth group or league having the following qualifications:

Non profit.

A majority of the members are 17 years or younger and Albany residents.

Has voluntary adult leaders, coaches or chaperones.

Is recreational in nature.

Shall have no membership restrictions other than age and gender.

Has definite organizational structure.

Its primary interest is in community school age youth.

4. Community Disabled/Senior Citizens Groups

An organized youth or adult group having the following qualifications:

Non profit.

Organized to serve a specific group of Albany residents who either suffer from a specific disability or are above the age of 55 years of age. Is primarily recreational in nature, but may also serve some social service need or educational needs for their group.

Has a specific organizational structure.

5. Community Service Clubs & Other Community Groups

Any organized youth or adult service group having the following qualifications:

Non profit.

A majority of members live, work, or own businesses in Albany.

Has officers, a definite organizational structure, meets regularly.

Senior Center Only: (School activities for young people and Community Youth Groups are next in priority order here)

6. Private Rental for Social Activities

All groups in #2 - 6 above who wish to conduct a special activity not open to the general public.

City of Albany business firms and associations conducting official company or group activities.

City of Albany residents conducting private family or individual parties, receptions, picnics, etc.

7. Fund Raising Activities

All fund raising activities by groups in #2 - 7.

8. Commercial Use or Non Resident Recreational Use

Commercial for-profit activities.

Non-resident reservations for recreational activities.