

# Summary of Changes

## 1. Library

### a. Remove

Fee Description	Current Fee	Proposed Fee	Reason for Change
Public Computer Guest Pass - Adult Only - Pg 57	\$1.04	Eliminate	Rarely used and creates a barrier for computer usage
Reading Glasses – Pg. 58	\$5.22	Eliminate	No longer offered

### b. Increase

3D Printing per Gram	\$0.16 per gram	\$0.35 per gram	Raising fees to be comparable to other libraries in the region
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Full cost was calculated at \$1.33 per gram in FY 24 fee study. Library chose to charge less than cost at the time and the proposed increase would remain under cost.

## 2. Building

### a. Language change

- Pg. 18 Add note to Patio Cover fees that fees are per patio on each. Currently it's being charged 1 patio per building, when these buildings, such as multi-family, have multiple patios.

## 3. Business License

### a. Reduce

- Pg. 54 Time spent on these tasks was estimated at 10 minutes, but City is proposing a reduction to the fee as it should only take 5 minutes.

Fee	Current Fee/Charge	Unit	Suggested Fee	Fee Δ
Change of Address	12.52		\$6.44	-\$6.07
Replacement of Lost License	12.52		\$6.44	-\$6.07
Name Change	12.52		\$6.44	-\$6.07

## 4. Planning

### a. Language Change

- Building and Safety Section Pg 11 - Senior Living, Assisted Living, Memory Care – Plan check moved to Per Building line instead of 1-1,500 sq. ft. The plan check process doesn't change with square footage.

- Pg. 40 Add Vesting language to Tentative Maps – Tentative Tract, Tentative Parcel Map – Residential and Tentative Parcel Map-Commercial/Industrial to include the vesting version of these services.
- Pg. 38 Landscape Plan Check/Inspection – Split each fee into two – 1 for Single Family Residence and 1 for all other. Add deposit amounts rather than list “Actual Cost”. Fee will still be based on actual cost but will require a deposit to be collected up front.

b. Increase

- Pg. 39 Newspaper Notice due to rising average cost for “Standard Ad” increasing from 146.02 to \$450 and “Property Posting – (Per Sign)” increasing from 192.96 to \$320. Since the price can fluctuate, we are proposing at actual cost.
- Pg. 3 Increase Deputy Director. City Planner and Deputy Director of Development Services was the same position at time of FY24 Fee Study so they are both the same rate \$185.39. New Personnel data for FY25 Personnel Data puts the Deputy Director at a rate of \$225.73.

c. Add

- Pg. 3 Under City Wide, added new position for Records Clerk
- Engineering Pg. 31 – Missing fee for plan check on Revision – Grading at 1.5 hrs Associate Planner
- Engineering Pg. 32 – Missing fee for plan check on Improvements at 1 hr Associate Planner
- Engineering Pg. 32 – Missing fee for plan check on Improvement Revisions at 1 hr Associate Planner
- Pg. 37 Add Conditional Use Permit CUP/Minor CUP -Minor Substantial Conformance. Was in 2018 fee schedule but not presented on Willdan Fee Study so got missed. Prior fee was \$1,200. Proposing same fee adjust for CPI in FY 25 and FY 26

**5. Fire**

a. Language Change

- Pg. 42 Fire Protection Systems - Spray Paint Booth remove “paint”
- Pg. 42 Fire Protection Systems - Nitrous Oxide/Oxygen Systems, Compressed Gas Tanks & Related Systems add CO2
- Pg. 44 Miscellaneous – Site Plan Review add (access and water)
- Pg. 43 Existing Business Inspection- Larger than 22,000 sq. ft. (Includes one re-inspection)\* - cap range at 22,001-50,000
- Pg. 42 Add note for Fire Alarm and Fire Sprinkle plan checks to be up to 3 with additional fees charged after

- Pg. 10 Remove # of units-based fees for Fire, Fire Consultant, and Fire inspection under Building and Safety Multi-Family New. Fire, Fire Consultant, and Fire Inspection fees changed to being based on square footage based on the same fees as New Commercial Motels, Hotels to be in line with other departments
- Pg. 2 Citywide – Split Plan Check and Inspections to separate lines, same cost.
- Plans Examiner Fee – Additional reviews past 3<sup>rd</sup> review removed and replaced with note that after 3 reviews, additional fees would apply.
- Pg. 42 Wildland Urban Interface Fuel Modification language changes to Fuel Modification and split into two fees – Single Family Residence and Multi-Family, Tract, Commercial, fees are the same except consultant fees, which are based on removed fees from Plans Examiner table.
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- b. Increase
- Pg. 41 Fee for Fire Consultant Sprinkler fees were inadvertently reduced last year, changing back to what was adopted in FY24, which was \$140 and \$90 adjusted for CPI.

Fire Consultant	FY25		FY26	
Automatic Fire Sprinkler - New Building New System - Additional Floor Per Building	\$47.98	per building	\$150.25	\$4.23
Automatic Fire Sprinkler - New Building. New System Additional Hydraulic Calculation Per Building	\$49.02	per building	\$96.59	\$2.72

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- c. Remove
- Pg. 41 Fire Alarm - Fire Alarm Submittal – New system each additional floor Inspection remove, it was inadvertently added last year
- Remove tables that include fees already included under Building and Safety
  - o Pg. 42 Multi-Family/Motel/Hotel: Applies to both building and fire sprinkler plans as separate submittals table –
  - o Pg. 44 Architectural New Construction - Multi-Family/Hotel/Motel Special Structures - four (4) or more stories, special hazards, etc.
  - o Pg. 44 Architectural Tenant Improvements - Multi-Family/Hotel/Motel Special Structures - four (4) or more stories, special hazards, etc.
- Pg. 47 Remove under Plans Examiner fees as they are duplicates of fees elsewhere in the fee schedule. See table:

Fee Type	Fee
Alarm System Two-Story Building	375.64
Additional Floors - cost per additional floor	107.32

Sprinkler System T.I.	316.61
Sprinkler System T.I. with calculations	375.64
Sprinkler System New	375.64
Additional Riser/Floor control in same building.	182.45
Underground system	509.79
Engineered System (H&D, Clean Agent, etc.) per system.	289.78
Architectural - T.I.	402.47
Architectural - NewR-3	429.30
Architectural - New Non R-3	643.95
Architectural - New > 3-story or R-1/R-2 with more than 50 units	762.01
Architectural - high rise buildings >75'. Review is per building	1,583.04
Fuel Modification Plan (single family residence)	482.96
Fuel Modification Plan (multi family, tract, commercial)	804.94

d. Add

- Citywide Pg. 2 add Fire Investigator, Fire Captain (40 hour), and Senior Management Analyst positions that were missing
- Pg. 43 Two new categories for business inspections due to the additional time it takes to inspect larger buildings
  - o 50,000-200,000 sq ft based on 5 hrs inspector and 0.5 hrs mgmt. analyst (1 hr more of inspector than prior category, added 85.53 before CPI for inspector)
  - o 200,000+ sq ft based on 6 hr inspector and 0.5 hrs mgmt. analyst 1 hr more of inspector than prior category, added 85.53 before CPI for inspector)

**Police**

Increase

Pg. 49 Clearance Letter with Notary - Prior to FY24, this fee was \$50. The fee is for the clearance letter that is also in the fee schedule, at \$18.25 plus a Notary Public Certification. The rate for this is \$15 so that was added to the Clearance Letter fee.

**CSD**

Language Change

Added or changed language for clarification or to include additional facilities

- Pg. 59 Change Little Ones to Jr. Youth Programming
- Pg. 60 Added Pickleball to Tennis/Basketball Court Lighting under Park Facility Rentals
- Pg. 61 Shade Shelters add 5 hours max to Large Shelter at LAHSP

- Pg. 62 Facility Rentals (Alderwood and Community Center) add Youth Center
- Pg. 62 Community Center Annex, removed little house
- Pg. 62 Added business days to Late fee charge
- Pg. 63 Audio/Visual Equipment Rental

#### Add

- Pg. 62 Add Computer Lab under Additional Rental Charges. Fee to match Kitchen rental fee.

#### Fee Change

- Due to the format of the Fee Schedule changing from word to excel last year, there were some fees in the Fee Schedule that were incorrectly linked to a different fee. The fees aren't necessarily changing but are being linked correctly. Fees are being restored back to what was adopted for them in the FY24 Fee Study and Update. These fees include:
  - o Pg. 61 Equestrian Park Large Arena, Non-profit
  - o Pg. 61 Park Open Grass One-Time Event (Large Scale Reservation) Non-profit group (Monday-Thursday, per hour) and (Friday-Sunday, per hour
  - o Pg. 61 Inflatable Party Jump