

RESOLUTION NO. 2019-044



ESTABLISHING FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES AND REPEALING RESOLUTION NO. 2018-049 FOR FISCAL YEAR 2019/2020

Effective Date: July 1, 2019

**CITY OF SAN RAMON
FY 2019-20 FEE RESOLUTION**

TABLE OF CONTENTS

GENERAL GOVERNMENT

General Fees & Fines..... 1

ADMINISTRATIVE SERVICES

Business License Fees..... 3

COMMUNITY DEVELOPMENT

Planning Services Division

Annexations – Environmental Review 4
Mitigation Monitoring Administration – Time Extensions 5
Use Permits – Development Agreement & Amendments 6
Development Impact Fees 7
Improvement Bonds & Deposits - Microfilm and/or Laserfiche Fee 8

Building & Safety Services Division

Building Permit & Plan Check 9
Other Inspections 11
Neighborhood Preservation and Code Violations..... 12
Electric Permit 13
Plumbing Permit 15
Mechanical Permit 16

PUBLIC WORKS

Engineering Services Division

Geological Hazard Abatement (GHAD) Fees 17
Drainage Permit Application Fee –
 Contra Costa County Flood Control District – DA101A – Drainage Fee 18
Site Development – Encroachment Permits..... 19
Encroachment Permits – Subdivision / Preliminary Development Review 19
Subdivision / Preliminary Development Review – Engineering Research..... 20

Transportation Services Division

Citywide Traffic Impact Mitigation Fees –
 Tri-Valley Transportation Development Fees and Bike Locker Rental Program Fees 22
Subdivision/Preliminary Development Review 23

Public Services Division

Staffing Rates – Additional Fees & Charges 24

**CITY OF SAN RAMON
FY 2019-20 FEE RESOLUTION**

TABLE OF CONTENTS
Continued

POLICE SERVICES

Fingerprinting – False Alarms	25
Special Events Staffing – Solicitor Permit Fees	26
Violation of City Ordinance.....	27

PARKS & COMMUNITY SERVICES

Transaction Fees	30
Facility Deposits	31
Advertising Fees	32
Special Events Permit Application, Photo Film Fees and Gallery Fees	34
Commercial Fees for Duplication of Historic Media Material – Memorial Program Fees	33
Forest Home Farms Venue Rental Fees.....	35
Building Rentals	36
Alcosta Senior and Community Center and Ramona Park Gazebo Rental Fees	38
Central Park, Rancho San Ramon Community Park, Athan Downs Park, Alcosta Senior and Community Center Park and Gardens, Valley View Park, Ramona Park, San Ramon Sports Park, Memorial Park and Hidden Valley Park Rental Fees	39
San Ramon Olympic Pool & Aquatic Park and Dougherty Valley Aquatic Center Group Picnic Rental Fees and Central Park Amphitheater Use	40
Outdoor Athletic Facilities.....	41
Dougherty Station Community Center Front Row Theater Rental Fees	43
Dougherty Valley Performing Arts Center Rental Fees	44
Equipment Rental Fees	46
San Ramon Olympic Pool & Aquatic Park and Dougherty Valley Aquatic Center Special Event and Lane Use Fees.....	47
San Ramon Olympic Pool & Aquatic Park and Dougherty Valley Aquatic Center Private Group Rental Fees.....	49
Pine Valley and Iron Horse Gymnasia Rental Fees.....	49



**GENERAL GOVERNMENT
GENERAL FEES & FINES**

DESCRIPTION OF SERVICE	APPROVED FEE
Administrative Fine – City Ordinance Violation pursuant to §A1-93 of the Municipal Code – First Violation	\$100.00 (Not to Exceed)
Second Violation – (Within one [1] year)	\$200.00 (Not to Exceed)
Each Additional Violation (Same Ordinance within one [1] year)	\$500.00 (Not to Exceed)
For Each Additional Violation (Same Ordinance within three [3] years	\$1,000.00 (Not to Exceed)
Failure of any person to pay a fine in the time specified is subject to a late assessment fee payment – The amount of the payment fee shall be one-hundred percent (100%) of the total amount of the fine owned – The combined penalty and late fee shall not exceed five-thousand dollars (\$5,000.00)	\$5,000.00 (Not to Exceed)
Appeals from Administrative Decision Under Municipal Code §A1-95	\$350.00 unless otherwise authorized by the Municipal Code
All Reports, Fiscal Year Budget and printed/bound documents	Cost of Production + 10%
Council/Commission Minutes	\$40.00/Year
Council Packet	\$15.00/Packet (prepaid)
Document Certification	\$10.00
Franchise Fees	(1) Deposit at time of Application the amount estimated by staff necessary for retention of Consultant to review Application (2) Amount not expended will be refunded – If costs exceed deposit, Applicant will be required to pay the difference
Late Filing Fine for Fair Political Practices Commission Statements	\$10.00/Day with maximum of \$100.00
Late Payment Fee	10% of fee or \$10.00 (whichever is greater)
Marriage Ceremony Fee - This fee is payable at the time of the reservation; and is non-refundable if not canceled within three (3) business days prior to event	\$75.00 – Resident \$150.00 – Non-Resident
Notice of Intent to Circulate Petition	\$200.00 (This fee will be refunded to the filer if, within one [1] year of the date of filing the Notice of Intent, the City Clerk certifies the sufficiency of the petition) Per Elections Code §9103(b)
Returned Check Charge	\$30.00
Research Time	\$40.00/Hr
Subordination Fee	\$250.00 Processing Fee for each escrow



**GENERAL GOVERNMENT
GENERAL FEES & FINES**
(continued)

DESCRIPTION OF SERVICE	APPROVED FEE
Subpoena Fee	<u>Production of Business Records</u> : \$15.00 + all reasonable costs (Evid. Code §1563) <u>Personal Appearance</u> : \$275/Employee/day + actual expenses (GC §68096.1)
Color and black & white	\$0.10/Sheet (duplex pages count as two [2] sheets)
CDs, DVDs, Flash Drives	\$10.00 each
Audio Tapes	Cost as determined by outside vendor
City Pins	\$25.00



ADMINISTRATIVE SERVICES DEPARTMENT
BUSINESS LICENSE FEES

DESCRIPTION OF SERVICE	APPROVED FEE
0 – 5 Employees	\$40.00
6 – 50 Employees	\$80.00
More than 50 Employees	\$400.00
Less than 5,000 Square Feet	\$40.00
5,001 – 10,000 Square Feet	\$80.00
More than 10,000 Square Feet	\$400.00
One unit only	\$40.00
Two (2) to Five (5) units	\$80.00
More than Five (5) units	\$400.00
First Day	\$70.00
Each Additional Day	\$35.00
One (1) Day	\$35.00
Two (2) to Five (5) Days	\$70.00
Six (6) to Thirty (30) Days	\$325.00
One (1) to Five (5) Machines	\$70.00
More than Five (5) Machines	\$130.00
Standard Business Listing (public data only) including CDs	\$25.00
Non-Standard Report	Cost of Product
Business License Document Reprint	\$15.00
Late Payment Fee	10% of License Fee for each month for five (5) months plus 7% interest on City's discretion to impose
Other Fees	
Business License Fee pursuant to SB 1379 signed into law by Governor Brown on October 11, 2017; requires for a local business license or similar instrument or permit, or renewal thereof	\$4.00



COMMUNITY DEVELOPMENT
 PLANNING SERVICES DIVISION FEES

DESCRIPTION OF SERVICE	APPROVED FEE
Annexations	
Annexation Processing	Time & Materials plus \$3,000.00 Deposit
Architectural Review	
Conceptual	\$500.00 (to be applied to formal Application; maximum of one [1] ARB Meeting)
Minor Alteration	\$500.00
Residential	
New Construction	
1 DU ¹	Time & Materials + \$500.00 Deposit
2-10 DU's	Time & Materials + \$1,000.00 Deposit
More than 10 DU's	Time & Materials + \$3,000.00 Deposit
Single-Family 2 nd Story Addition	\$300.00
Office / Commercial / Industrial – New Construction, Additions, Alterations	
Up to 10,000 Sq Ft	Time & Materials + \$1,000.00 Deposit
10,001 Sq Ft to 50,000 Sq Ft	Time & Materials + \$2,000.00 Deposit
50,001 Sq Ft to 100,000 Sq Ft	Time & Materials + \$3,000.00 Deposit
More than 100,001 Sq Ft	Time & Materials + \$4,000.00 Deposit
Administrative Review – ARB Review (All Districts)	Apply Time & Materials + Deposit as above Fee
Development Plan	
Conceptual Development Plan Review – ARB Review	\$500.00
Conceptual Development Plan Review – PC Review	\$1,000.00
Development Plan (Residential)	Time & Materials + \$5,000.00 Deposit
Development Plan (Non-Residential)	Time & Materials + \$5,000.00 Deposit
Development Plan Amendment (Changes to Site Plan and/or Sq Ft)	
Administrative Review	\$2,000.00
Public Hearing Required	Time & Materials + \$2,000.00 Deposit
General Plan	
General Plan Amendment	Time & Materials + \$5,000.00 Deposit
Minor Modification to Conditions of Approval	
Minor Modification to Conditions of Approval	Time & Materials + \$500.00 Deposit
Environmental Review	
Categorical Exemption	\$100.00
Negative Declaration Administratively Prepared	Time & Materials + \$3,000.00 Deposit
Negative Declaration Consultant Prepared	Consultant's Cost + 30% Administrative Fee
Environmental Impact Report	Consultant's Cost + 30% Administrative Fee

¹ Dwelling Unit



**COMMUNITY DEVELOPMENT
PLANNING SERVICES DIVISION FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Mitigation Monitoring Administration	
Mitigation Monitoring Staff Time	Time & Materials + \$1,500.00 Deposit
Mitigation Monitoring Program Implementation / Special Peer / Consultant Review	Consultant's Cost + 30% Administrative Fee
Contra Costa County Clerk Filing Fee (Fee payable to County Clerk)	Per Department of Fish & Game Code §711.4
Department of Fish & Game User Fee – Negative Declaration	Per Department of Fish & Game Code §711.4
Environmental Impact Report	Per Department of Fish & Game Code §711.4
Certified Regulatory Program	Per Department of Fish & Game Code §711.4
Rezoning	
Rezoning (All Districts)	Time & Materials + \$3,000.00 Deposit
Sign Review	
Sign Permit (Each face copy charge)/Administrative Sign Review	\$150.00
Sign Permit (Each new sign requiring ARB Review)	\$500.00
Master Sign Program Approved Signs	\$150.00/Sign
New Master Sign Program	Time & Materials + \$2,000.00 Deposit
Master Sign Program Amendment	Time & Materials + \$1,500.00 Deposit
Temporary Sign Permit (Ninety [90] Consecutive Days)	\$150.00
Temporary Banner / Special Event Sign (Twenty-one [21] Consecutive Days, Maximum one [1] per Quarter)	\$100.00
Special Reviews	
Document / File Research	\$150.00/Hr (minimum \$300.00 Deposit)
Special Peer / Consultant Review	Consultant's Cost + 30% Administrative Fee
Specific Plan	
Specific Plan (Consultant Prepared)	Consultant's Cost + 30% Administrative Fee (for deposit) + Time & Materials
Subdivisions	
Major Subdivision	Time & Materials + \$3,000.00 Deposit
Minor Subdivision	Time & Materials + \$3,000.00 Deposit
Lot Line Adjustment / Technical Review (See Engineering Department Fee Schedule)	\$250.00/Parcel
Text Amendment	
General Plan Text Amendment	Time & Materials + \$3,500.00 Deposit
Specific Plan Text Amendment	Time & Materials + \$3,500.00 Deposit
Zoning Text Amendment	Time & Materials + \$3,500.00 Deposit
Time Extensions	
Time Extension Approved Administratively (Architectural Review, Development Plan, Use Permit Major / Minor Subdivisions, Variance, etc.)	\$300.00
Time Extension Requiring Public Hearing(s) (Development Plan, Use Permit, Major / Minor Subdivisions, Variance, etc.)	Time & Materials + \$1,000.00 Deposit



**COMMUNITY DEVELOPMENT
PLANNING SERVICES DIVISION FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Use Permits	
Minor Land Use Permit and Amendments (All Districts)	Time & Materials + \$1,000.00 Deposit
Major Land Use Permits Requiring Public Hearing(s) & Amendment to Land Use Permit and/or Conditions of Approval (All Districts)	Time & Materials + \$3,000.00 Deposit
Temporary Land Use Permit (Special Events e.g. Christmas Tree and Halloween Lots, etc.)	\$300.00 + \$500.00 Cleaning Deposit, as determined by Zoning Administrator (for all other events, see Parks & Community Services Fee Schedule)
Temporary Land Use Permit – Portable Outdoor Storage Unit (POSU)	Residential - \$25.00
Temporary Land Use Permit – Portable Outdoor Storage Unit (POSU)	Non-Residential - \$300.00 + \$500.00 Cleaning Deposit, as determined by Zoning Administrator
Large Family Day Care (When located within a residence)	\$750.00
Large Family Day Care (When located within a residence) Requiring Public Hearing	Time & Materials + \$1,500.00 Deposit
Congregate Care / Group Homes (When located within a residence)	Time & Materials + \$1,500.00 Deposit
Zoning Clearance	\$150.00
Home Occupation Permit	\$100.00
Telecommunications Land Use Permit²	
Requiring Administrative Review	Time & Materials + \$1,500.00 Deposit
Requiring ARB Review	Time & Materials + \$1,800.00 Deposit
Requiring Planning Commission Review	Time & Materials + \$2,000.00 Deposit
Variances	
Variance (Single Family Residence)	\$300.00
Variance Requiring Public Hearing (Each Application)	Time & Materials + \$1,500.00 Deposit
Variance – Processed Administratively	\$500.00
Minor Exception	\$300.00
Appeals	
Appeal from Zoning Administrator's Decision for Residential Property under SRMC §D7-8	\$1,500.00 – Deposit to be paid by Appellant and the Time & Materials charges paid by Applicant
Appeal from Zoning Administrator's Decision for Non-Residential Property under SRMC §D7-8	\$2,500.00 – Deposit to be paid by Appellant and the Time & Materials Charges paid by Applicant
Appeal from Planning Commission Decision for Residential Property under SRMC §D7-8	\$2,500.00 – Deposit to be paid by Appellant and the Time & Materials Charges paid by Applicant
Appeal from Planning Commission Decision for Non-Residential Property under SRMC §D7-8	\$2,500.00 – Deposit to be paid by Appellant and the Time & Materials Charges paid by Applicant
Development Agreement & Amendments	
Development Agreement & Amendments	Time & Materials + \$2,000.00 Deposit

² Application Land Use Permit



COMMUNITY DEVELOPMENT
 PLANNING SERVICES DIVISION FEES

DESCRIPTION OF SERVICE	APPROVED FEE	
Development Impact Fees		
School Age Child Care Fees	Commercial – Office \$0.61/gross sf Retail \$0.26/gross sf Hotel \$0.16/gross sf Industrial \$0.18/gross sf Residential – Single Family \$887.05/unit Multi-Family \$477.96/unit	
Park and Recreation Facility Impact Fee	Subdivision Projects – Single Family (\$4,696.15/unit) Multi-Family (\$2,608.97/unit) Non-Subdivision Projects - Single Family (\$18,262.83/unit) Multi-Family (\$10,957.70/unit)	
Parkland Dedication Fee (Quimby Act)	Single Family – Appraised Value of 687 sf of land x 1.02 Multi-Family – Appraised Value of 451 sf of land x 1.02	
Open Space Development Impact Fee	Single Family \$1,141 per unit [Max. Allowed] Multi-Family \$750/unit [Max. Allowed]	
Private Sector Art and Beautification Contribution Fee	New Residential and Commercial Development: 0.01 of the Building Code Valuation Additions/Alterations to Existing Residential and Commercial Development 0.005 of the Building Code Valuation	
Affordable Housing Impact Fee	Commercial – Office, Retail, Hotel - \$4.00 per gross square feet Commercial – Industrial - \$3.00 per gross square feet Residential – Single-Family or Multi-Family, Under 10 Units - \$12.50 per gross livable square feet Residential – Single-Family Detached, 10+ Units – On-Site construction of units or option of \$15.00 per gross livable square feet Residential – Multi-Family, 10+ Units – On-Site construction of units	
Westside Specific Plan Recovery	Non Residential: \$0.46/Gross square feet floor area Residential: \$589.17/unit	
General Plan Recovery Costs	0.001 of the Building Code Valuation	
Zoning Ordinance Recovery Costs	0.0003 of the Building Code Valuation	
Crow Canyon Specific Plan Recovery Fee	Commercial – \$0.44/Square gross floor area Residential – \$598.11/Unit	
North Camino Ramon Specific Plan Recovery Fee – Fees are adjusted annually according to the Engineering News Record – San Francisco Bay Area Construction Cost Index from the base year of 2009	Non-residential – 0.009 of the Building Code Valuation Residential - \$494.39 Tenant Improvement – 0.001 of the Building Code Valuation	



**COMMUNITY DEVELOPMENT
PLANNING SERVICES DIVISION FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Improvement Bonds & Deposits	
Improvement Bonds & Deposits	Bond in the amount of 100% of the Improvement Costs or 20% Cash Bond + 30% Administrative Fee
Zoning Review/Building Permit	
(See Building Permit Fees)	Retain 25% of Residential / Commercial Building Permit Fee
Address / Street Assignments	Single Address: \$250.00; 2-10 addresses: Time & Materials + \$500.00 Deposit; 11 Addresses and up: Time & Materials + \$1000.00 Deposit
Tree Removal Permit	
Residential	\$75.00
Non-Residential	\$150.00
Recurring Architectural Review Meeting	
Non-Residential	\$500.00
Miscellaneous Fees	
Public Notice Mailing (Stamps, Paper, Envelopes)	
If addresses prepared by City	\$200.00 Administration Fee + \$0.50 per Notice mailed
Zoning Certification letter	Time and Materials + \$100.00 Deposit
Newspaper Advertisement	Actual cost charged by newspaper
Microfilm and/or Laserfiche Fee	
Administrative Application(s) (Each Application)	\$150.00
Application(s) Requiring Public Hearing (Excluding Residential Subdivisions)	\$200.00
Residential Subdivisions	\$400.00

NOTES:

1. Time and Materials charges are calculated using an hourly rate of \$160.00 for each employee working on the application.
2. Deposit amounts are set at assumed average cost of time and materials to provide the service. When the deposit has been drawn by 80%, an additional deposit of 25% to 50% of the original deposit fee will be required to continue processing application(s) as determined by the Planning Services Division. Applications may be deemed withdrawn if account deficits exist.
3. Project Applicants shall pay a cumulative total fee and/or deposits for each application type required.
4. The State Department of Fish & Game and Contra Costa County require filing fees (AB 3158) at the time of project approval.
5. School Age Child Care Fees, Park and Recreational Facility Impact Fee, and Open Space Impact Fee will be adjusted annually using the Engineering News Record - San Francisco Bay Area Construction Cost Index, not to exceed the cap in the Keyser Marston Associates Development Fee Study, March 2017.
6. Refer to the Inclusionary Housing Ordinance and Commercial Linkage Fee Ordinance for on-site construction requirements and alternative means of compliance.



**COMMUNITY DEVELOPMENT
BUILDING & SAFETY SERVICES DIVISION FEES
BUILDING PERMIT & PLAN CHECK**

Plan Checking Fees: A fee payment is required to the Chief Building Official for the submission of plans and specifications for reviewing.

Plan Checking Fees shall be 65% of the Building Permit Fee.

An hourly fee of \$154.00 is charged when the Chief Building Official reviews plans that are incomplete; requires changes or an additional plan review.

When it is required to use a consultant, a 15% Administrative Fee is required, in addition to other fees.

Fees Mandated by the California Code of Regulations:

- **Building Standards Commissions Fee (H & S 18931.6)**
 - \$4.00 per \$100,000 of Permit Valuation (City retains 10% of collected amount)

- **Strong Motion Instrumentation Program Fee (PR 2705[a]) (Fractural Rates)**
 - \$13.00 per \$100,000 (minimum of \$0.50) of Permit Valuation for Residential Occupancies
 - \$28.00 per \$100,000 (minimum of \$0.50) of Permit Valuation for All Other Occupancies
 - City retains 5% of collected fee for training

California Building Standards Commission Energy & Disabled Access Requirements, Title 24.

There will be an additional fee charged for Plan Check and Building Permits when necessary to Plan Check for disabled access and energy requirements.

- **Disabled Access Plan Check:** 25% of Plan Check Fee
- **Disabled Access Inspection:** 25% of Building Permit Fee
- **Energy Plan Check:** 25% of Plan Check Fee
- **Energy Inspection:** 25% of Building Permit Fee
- **Issuance Fee:** \$40.00 each issuance
- **Permit Automation Fee:** .001% of construction valuation of each permit up to \$250,000. Projects with a valuation over \$250,000 will be calculated at \$250.00 for 1st \$250,000 plus .0005 of construction valuation over \$250,000 up to \$1,000,000; Projects with a valuation over \$1,000,000 will be calculated at \$625.00 for the 1st \$1,000,000 plus .00010 of the construction valuation over \$1,000,000 up to \$10,000,000; Projects with a valuation over \$10,000,000 will be calculated at \$1,525 for the 1st \$10,000,000 plus .00005 of the construction valuation over \$10,000,000

Exceptions: Certificate of Occupancy, water heaters, earthquake shutoff valves, landscape irrigation backflow prevention devices, residential photovoltaic systems, demolition permits and permits identified by the Chief Building Official that are “flat fee” permits.

Temporary Certificate of Occupancy – (A cash bond shall be posted in the amount as follows):

- \$2.00 per square foot of floor area not to exceed \$10,000.00 (this is non-interest bearing)
- Administration costs shall be 5% of cash bond not to exceed \$200.00
- The Chief Building Official may waive the bond requirement when the work remaining to be completed is of a minor nature



**COMMUNITY DEVELOPMENT
BUILDING & SAFETY SERVICES DIVISION FEES
BUILDING PERMIT & PLAN CHECK**

DESCRIPTION OF SERVICE	APPROVED FEE
\$1.00 to \$500.00	\$45.00
\$501.00 to \$2,000.00	\$45 for the 1 st \$500.00 + \$6.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$135.00 for the 1 st \$2,000.00 + \$16.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$503.00 for the 1 st \$25,000.00 plus \$11.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$790.50 for the 1 st \$50,000.00 plus \$8.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,215.50 for the 1 st \$100,000.00 plus \$6.70 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,895.50 for the 1 st 500,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,695.50 for the 1 st \$1,000,000.00 plus \$3.80 for each additional \$1,000.00 or fraction thereof
Additional Fees	
Review and approve the waste management plan for all projects with a construction value over \$100,000.00 and demolition projects	\$25.00

¹ Permit Valuation shall be set as required in Section 109.3 of the California Building Code as adopted and amended by the City of San Ramon



**COMMUNITY DEVELOPMENT
BUILDING & SAFETY SERVICES DIVISION FEES
OTHER INSPECTIONS**

DESCRIPTION OF SERVICE	APPROVED FEE
Re-Inspection Fee Assessed When the Work for a Scheduled Inspection is Not Ready to be Inspected	\$40.00 Each Occurrence
Inspections for which no fee specifically indicated	\$160.00/Hr or hourly cost to the City (including items described above) plus 10% when Contract services are involved, whichever is greater
Additional Plan Review Required by Changes, Additions or Revisions	\$160.00/Hr or hourly cost to the City (including items described above) plus 10% when Contract services are involved, whichever is greater
Restore Service – A Permit to restore electric utility service (shut-off because of vacancy, fire, or official act), not inclusive of fees for work requiring additional permits	\$40.00 for each utility
Solar Heating, Cooling System and Photovoltaic Installation	\$160.00 flat fee
Swimming Pool Permit	Based on Valuation of Swimming Pool Construction and Fee Schedule
Special Inspection	
Administration of Special Inspection – When required by construction type or special conditions by the Chief Building Official	10% of Building Permit Fee
Code Compliance Investigation	\$160.00
Investigation Reports – Minimum	\$160.00/Hr or hourly cost to the City (including items described in item 1 below) + 10%, whichever is greater
Investigation Reports – With Photos	\$160.00
Investigation Fee – Work Without Permit	(1) Fee shall be equal to the amount of fee that would be required by the Fee Resolution, as if a Permit were to be issued; (2) This provision does not apply to emergency work, if the Chief Building Official determines that such work was urgent and necessary; and (3) Not practicable to obtain a permit before the work has begun
Weekly Building Permit Activity Reports	\$100.00 Annual Fee or \$15.00 per request
Overtime – Hourly costs is inclusive of supervision, overhead, equipment, hourly wages and fringe benefits of employees involved	
Weekends and Holidays	\$160.00/Hr with a two (2) hour minimum
During Regular Business Week	\$160.00/Hr on an hour-to-hour basis with no minimum time period
Microfilm and/or Laserfiche	
Permit forms and document up to 8” x 14” per side	\$0.40/Sheet
Plan Sheets – regardless of size	\$1.75
Other Fees	
Electric Vehicle Charging Station	\$.39 kWh - \$2.00 kWh



**COMMUNITY DEVELOPMENT
BUILDING & SAFETY SERVICES DIVISION FEES
NEIGHBORHOOD PRESERVATION AND CODE VIOLATIONS**

DESCRIPTION OF SERVICE	APPROVED FEE
First Notice / Inspection	Courtesy (No Fee)
Subsequent Notices / Inspections	\$150.00/Hr
Photograph Processing	Actual Cost + 15% Administrative Fee
Mileage	\$0.55/mile + 15% Administrative Fee
Extension Fee	\$60.00
Posting Fee	\$45.00
Administrative Hearing	\$150.00
Title Search Fee	Actual Cost + 15% Administrative Fee
Declaration of Substandard and/or Public Nuisance Notice	\$322.00
Removal of Declaration	\$277.00
Vehicle Abatement (Removal)	Actual Cost + 15% Administrative Fee
Abatement (Cleanup) Cost	Actual Cost + 15% Administrative Fee
Preparation of Job Specifications	\$400.00
City Council Approval of Contract	\$203.00
Contract Performance Inspection	\$160.00
Billing	\$119.00
Record Special Assessment	\$119.00
Filing a Special Assessment	\$202.00
Administrative Costs Pertaining to Violations of the Sign Ordinance	
Violation	\$5.00/sign – Signs to be stored no more than thirty (30) days and then disposed of
Fines for Other City Building Violations	
First Violation Ordinance and Building Code	\$100.00 (Not to Exceed)
Second Violation (Within one [1] year)	\$200.00 (Not to Exceed)
Each Additional Violation (Same Ordinance within one [1] year)	\$500.00 (Not to Exceed)
Second Building Code Violation	\$500.00
Third Building Code Violation	\$1,000.00



**COMMUNITY DEVELOPMENT
BUILDING & SAFETY SERVICES DIVISION FEES
ELECTRIC PERMIT**

Fees Required: The Applicant shall pay any fee required by the Building & Safety Services Division. Once Permit is issued and fees are paid, the work can begin.

DESCRIPTION OF SERVICE	APPROVED FEE
Minimum Fee – The minimum fee for any Electrical Permit, unless otherwise indicated	
0 – 200 ampere electrical service	\$50.00
Over 201 ampere electrical service	\$75.00
Additional sub-feeders and distribution power panels	\$25.00 Each
Miscellaneous Permit Fee	
Any Permit for miscellaneous electrical work not in conjunction with a Building Permit and not itemized below	\$65.00 or 2% of the contract cost (including hard and soft cost), whichever is greater
Electric Plan Check Fee	
	65% of the Electric Permit Fee
New Service or Service Charge – Any Permit for new service or change of service not in conjunction with a Building Permit shall be charged as indicated	
000 – 100 ampere	\$75.00
Over 101 amperes	\$75.00 + \$25.00 per 100 amps in excess of 101 amps
9+ Residential Dwellings	
Each Electrical Permit for one (1) or two (2) family dwelling units or a multi-family dwelling unit	20% of the Building Permit Fee inclusive of carports and garages (inclusive of additions and alterations)
In-Ground Swimming Pool, Spas, and Hot Tubs	
	Minimum of \$45.00 or 30% of the Building Permit Fee, whichever is greater
Above-Ground Swimming Pool, Spas and Hot Tubs	
	\$45.00
Electric Power Distribution Poles	
(1) Served either underground or overhead for electric service power use; (2) The fee for electric power distribution for construction sites of buildings, structure, or facilities; and (3) For use on construction sites only, if a unit fee is indicated	
0 – 200 ampere electrical service	\$50.00
over 201 ampere electrical service	\$75.00
Additional sub-feeders and distribution power panels	\$25.00 Each
Air Conditioning	
The electric hook-up fee for the addition of a central A/C cooling system to an existing dwelling unit connected to an existing electrical system	\$50.00 minimum



**COMMUNITY DEVELOPMENT
 BUILDING & SAFETY SERVICES DIVISION FEES
 ELECTRIC PERMIT**

DESCRIPTION OF SERVICE	APPROVED FEE
Low Voltage, Protective, Security Signal and Communication Circuits	
The Unit Fee for permits for proprietary remote control, signaling, power limit, fire protection systems, TV systems, security systems, communication and sound circuits including circuits less than fifty (50) volts installed in commercial and industrial or multi-family dwelling units	2% of Building Permit Fee – \$50.00 minimum
Electric Signs and Outline Lighting	
Inspection of electric wiring and equipment associated with illuminated advertising or identification signs and outline lighting located at one address or subdivided space for the tenant or owner shall be a Unit Fee for the first illuminated sign	\$50.00 minimum
Commercial or Industrial* – Fees for commercial or industrial work (including retail stores, offices, motels, mobile trailers) in conjunction with a Building Permit are as indicated	
Office / Light Industrial	20% of the Building Permit Fee
Retail Sales	25% of the Building Permit Fee
Food Markets	40% of the Building Permit Fee
Heavy Industrial	40% of the Building Permit Fee
Restaurants	45% of the Building Permit Fee
*The minimum fee is \$40.00 – percentages in excess of \$40.00 will follow the above schedule	



**COMMUNITY DEVELOPMENT
 BUILDING & SAFETY SERVICES DIVISION FEES
 PLUMBING PERMIT**

DESCRIPTION OF SERVICE	APPROVED FEE
Minimum Fee	
The minimum fee for any Plumbing Permit, unless otherwise indicated	\$50.00 \$35.00 for each issuance
Miscellaneous Permit Fee	
Any Permit for miscellaneous plumbing work not in conjunction with a building with a Building Permit, and not itemized below	\$50.00 or 2% of the contract cost (including the hard and soft cost) whichever is greater
Residential Dwellings	
Each Plumbing Permit for a one (1) or two (2) family dwelling unit or a multi-family dwelling unit	15% of the Building Permit Fee, inclusive of additions and alterations
Swimming Pools	
	10% of the Building Permit Fee
Air Conditioning	
	10% of the Building Permit Fee
Commercial or Industrial – Fees for commercial or industrial work (including retail stores, offices, motels, mobile trailers) in conjunction with a Building Permit are as indicated	
Office	10% of the Building Permit Fee
Retail Sales	10% of the Building Permit Fee
Food Markets	15% of the Building Permit Fee
Industrial	15% of the Building Permit Fee
Restaurants	20% of the Building Permit Fee
Water Heaters	
	\$75.00 flat fee
Plumbing Plan Check Fee	
	65% of the Plumbing Permit Fee



**COMMUNITY DEVELOPMENT
BUILDING & SAFETY SERVICES DIVISION
MECHANICAL PERMIT**

DESCRIPTION OF SERVICE	APPROVED FEE
Minimum Fee	
The minimum fee for any Mechanical Permit, unless otherwise indicated	\$50.00 \$35.00 for each issuance
Miscellaneous Permit Fee	
Any Permit for miscellaneous mechanical work not in conjunction with a building with a Building Permit, and not itemized below	\$50.00 or 2% of the contract cost (including the hard and soft cost) whichever is greater
Residential Dwellings	
Each Mechanical Permit for a one (1) or two (2) family dwelling unit or a multi-family dwelling unit	15% of the Building Permit Fee, inclusive of additions and alterations
Swimming Pools	
	10% of the Building Permit Fee
Air Conditioning	
	10% of the Building Permit Fee
Commercial or Industrial – Fees for commercial or industrial work (including retail stores, offices, motels, mobile trailers) in conjunction with a Building Permit are as indicated	
Office	15% of the Building Permit Fee
Retail Sales	15% of the Building Permit Fee
Food Markets	15% of the Building Permit Fee
Industrial	15% of the Building Permit Fee
Restaurants	20% of the Building Permit Fee
Mechanical Plan Check Fee	
	65% of the Plumbing Permit Fee



**PUBLIC WORKS
ENGINEERING SERVICES FEES**

The GHAD fees and charges shall be the same as those established by the City of San Ramon for all similar services except as otherwise detailed in this Schedule of Fee and Charges.

A plan checking and inspection fee will be assessed for all projects that require plan reviews and/or inspections related to GHAD facilities, including toe-drains and sub-drains. This fee shall apply to all retaining wall and swimming pools, new building and building additions and any projects that require a grading permit and impact GHAD facilities. It may also apply to other projects that involve earthwork, trenching or construction of below ground elements that potentially impact GHAD facilities.

Non-routine projects that require in excess of four (4) hours of staff time (two [2] hours staff review + two [2] hours inspection) may be assessed charges based on the actual staff time required to review the project. The deposit amount collected is subject to the discretion of the District Engineer.

For all parcels within the GHAD, the Routine and Non-Routine Building Permit Review fees shall be in lieu of the Engineering Services Department Building Review Fee.

Special projects including Annexation Agreements, Engineers Report, Revisions to the Plan of Control and Request for Other Services will be assessed a minimum fee of \$1,000.00 plus \$80.00/Hr for additional staff hours in excess of the minimum fee based on actual staff time required to review the project. The consultant fees will be the actual of the consultant services plus an administrative fee.

DESCRIPTION OF SERVICE	APPROVED FEE
Routine Building Permit Reviews	Two (2) hours staff time for data collection processing and review at \$120.00/Hr with two (2) hour minimum charge for inspection at \$120.00/Hr when inspections are required
Non-Routine Building Permit Reviews	Hourly basis at \$120.00/Hr with an initial deposit amount of \$500.00 to \$10,000.00 subject to the discretion of the District Engineer Consultant Fees – Consultant’s Cost + Administrative Fee
Special Projects	Minimum fee of \$2,000.00 + \$150.00/Hr for additional staff hours in excess of the minimum fee Consultant Fees – Consultant’s Cost + Administrative Fee
Inspection Fee	\$120.00/Hr with two (2) hour minimum charge for each inspection
Overtime Inspection Fee During Regular Business Week	The hourly rate of \$180.00/Hr
Overtime Inspection Fee During Weekends & Holidays	The hourly rate of \$180.00/Hr with a three (3) hour minimum



**PUBLIC WORKS
ENGINEERING SERVICES FEES**

A Site Development Permit shall be required for the plan check and inspection of all construction sites, improvements of non-residential and residential developments, including grading and drainage improvements, street and related frontage improvements, parking lot improvements, landscaping, and other related site improvements. The fee shall cover plan check and inspection services.

The Site Development Permit shall serve as a grading permit, an erosion and sedimentation control permit, parking lot construction permit, and encroachment permit for curb gutter, driveway and sidewalk improvements, which are authorized by the Municipal Code.

An Erosion and Sedimentation Control Plan shall be required for all projects for which a site development permit has been issued and for which construction activity commences prior to April 15, or extends in an incomplete state (including lack of landscaping) beyond October 15.

A Drainage Permit shall be required for all projects that may change the hydraulic characteristics watercourses and drainage facilities, or are located within an easement dedicated for such purposes.

A building permit review fee will be required for all building permit applications requiring Engineering review, and will be collected by the Building Division at the time of application submittal. Building Permit Reviews within the Geologic Hazard Abatement District 1990-01 (GHAD) will be charged the applicable GHAD Building Permit Review fees.

DESCRIPTION OF SERVICE	APPROVED FEE
Drainage Permit Application Fee	
Routine Projects (Processing & Filing)	\$120.00/Hr with two (2) hour minimum charge for processing each permit
Special Projects (Processing & Filing)	Hourly basis at \$150.00/Hr with an initial deposit amount of \$500.00 to \$10,000.00 subject to the discretion of the City or District Engineer Consultant Fees – Consultant’s Cost + Administrative Fee
Inspection Fee	\$120.00/Hr with two (2) hour minimum charge for each inspection
Overtime Inspection Fee During Regular Business Week	The hourly rate of \$180.00/Hr
Overtime Inspection Fee During Weekends & Holidays	The hourly rate of \$180.00/Hr with a three (3) hour minimum
Contra Costa County Flood Control District – DA101A – Drainage Fee (West Branch Only)	
Swimming Pools	\$172.00
Impervious Surface	\$0.20/Sq Ft of new impervious surface including but not limited to: driveways, sidewalks, patios, concrete flatwork, and room addition



PUBLIC WORKS
ENGINEERING SERVICES FEES

DESCRIPTION OF SERVICE	APPROVED FEE
Site Development	
Plan Check Fee	Fee of 3.5% of estimated improvement cost up to \$250,000.00 plus 3% for any estimated improvement cost over \$250,000.00 Consultant Fees – Consultant’s Cost + Administrative Fee
Inspection Fee During Regular Business Week	Fee of 6.8% of estimated improvement cost up to \$250,000.00 plus 6.3% for any estimated improvement cost over \$250,000.00
Overtime Inspection Fee During Weekends & Holidays	The hourly rate of \$180.00/Hr with a three (3) hour minimum
Building Permit Review Fee	
Routine Projects	\$120.00/Hr with two (2) hour minimum charge for processing each permit
Special Projects	Hourly basis at \$150.00/Hr with an initial deposit amount of \$500.00 to \$10,000.00 subject to the discretion of the City Engineer
Inspection Fee	\$120.00/Hr with two (2) hour minimum charge for each inspection
Overtime Inspection Fee During Regular Business Week	The hourly rate of \$180.00/Hr
Overtime Fee During Weekends & Holidays	The hourly rate of \$180.00/Hr with a three (3) hour minimum
Overtime Inspection Fee Deposit	\$500.00 – \$10,000.00. Amount subject to discretion of City Engineer, based on size of project and overtime potential
Encroachment Permits	
Hauling and Oversize Loads	As set by the California Department of Transportation (Caltrans)
Permit Application & Filing Fee – Routine, which include Curb, Gutter, Sidewalks, PODs, and Cross Drains	\$120.00/Hr with a one (1) hour minimum processing charge per Permit
Permit Application Filing Fee – Non-Routine Projects	The hourly rate of \$120.00/Hr with a three (3) hour minimum
Permit Inspection Fee – Routine Projects	The hourly rate of \$120.00/Hr with a two (2) hour minimum – The estimated inspection fees shall be based on factors such as cost estimate, project duration, complexity, etc., and shall be approved by the City Engineer
Permit Inspection Fee – Non-Routine Projects	The hourly rate of \$120.00/Hr with a three (3) hour minimum – The estimated inspection fees shall be based on factors such as cost estimate, project duration, complexity, etc., and shall be approved by the City Engineer



**PUBLIC WORKS
 ENGINEERING SERVICES FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Encroachment Permits (continued)	
Stormwater Quality Device (C.3) Inspection	\$120.00/Hr with two (2) hour minimum
Permit Application, Filing, Inspection, and Review Fee – Special Projects	Fee will be charged on an hourly basis at \$120.00/Hr with an initial drawdown deposit amount of \$500.00 to \$25,000.00 subject to the discretion of the City Engineer – If necessary, applicant shall deposit additional funds in an amount determined by the City Engineer prior to depletion of deposit amount
Overtime Inspection Fee During Regular Business Week	The hourly rate of \$180.00/Hr
Overtime Inspection Fee During Weekends and Holidays	The hourly rate of \$180.00/Hr with a three (3) hour minimum
Subdivision / Preliminary Development Review	
Preliminary Development Review Fee	\$2,000.00 + \$150.00/Hr in excess of \$2,000.00 to review plan / studies of project awaiting entitlements; for mixed use development projects, fee is \$3,000.00 + \$150.00/Hr in excess of \$3,000.00
Preliminary development Review Fee – Routine Projects	\$150.00/Hr with a two (2) hour minimum for review and processing
Preliminary Development Review Fee – Utility	\$150.00/Hr with a three (3) hour minimum charge for review and processing
Preliminary Development Review Fee – Day Care/Learning Center of 14 or Fewer Kids	\$150.00/Hr with one and one-half (1.5) hour minimum charge for review and processing
Preliminary Development Review Fee – Day Care/Learning Center of 15 or More Kids	\$1,000.00 + \$150.00/Hr in excess of \$1,000.00
Minor Subdivisions	\$2,000.00
Major Subdivisions	Consultant Fees – Consultant’s Cost + Administrative Fee \$2,000.00 + \$150.00/Lot
Monument Checking Fee – Any error found in placement, course or identification of survey monuments shall require payment of fee as indicated	Consultant Fees – Consultant’s Cost + Administrative Fee The cost shall be passed on directly to the Applicant at consulting cost + Administrative Fee
Tentative Map Technical Review Fee	\$2,000.00 + \$150.00/Hr in excess of \$2,000.00 to review plans or studies of projects awaiting entitlements
Single Parcel Plan Review Fee	\$60.00/Parcel
Certificates of Compliance, Property Mergers, Parcel Map Waivers & Lot Line Adjustments	\$250.00/Parcel + \$150.00/Hr for additional staff hours exceeding the initial fee
Street Vacations	\$500.00 + \$150.00/Hr in excess of \$500.00



**PUBLIC WORKS
ENGINEERING SERVICES FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Subdivision / Preliminary Development Review (continued)	
Bonds, Letters of Credit and Deposits for Improvements	100% of the value of improvements plus a maximum of \$500.00 Administrative Fee
Base Map Revision Fee (Applicable at filing of Final Map, Parcel Map or Lot Line Adjustment)	As set by Contra Costa County + Administrative Fee as required
Creek Study and Drainage Mitigation	
Twin Creeks Watershed	\$3,000.00/Developable acre
South San Ramon Creek (Main Stem)	\$1,500.00/Developable acre
Oak Creek Watershed	\$1,750.00/Developable acre
Drainage Mitigation Fee	\$0.30/Sq Ft or portion thereof of site impervious surface
Other Fees	
Appeals	Appeals from Administrative Decision Under Municipal Code §A1-95 see GENERAL GOVERNMENT – GENERAL FEES
Peer Review of Special Studies	The cost of reviewing any Special Study shall be passed on directly to the Applicant at consulting cost + Administrative Fee as required
GIS Mapping Fee	0.001 of the Building Code Valuation
Plans / Maps / Prints / Reproduction Stencils / Standard Details	
Mylar Replacement Fee	\$5.50/Sq Ft
Size of Print	
18" x 26"	\$2.00/Sheet
24" x 36"	\$2.00/Sheet
30" x 42"	\$3.00/Sheet
Oversized Sheets	\$0.30/Sq Ft
Microfilm Reproduction	\$2.00/Sheet
Storm Water Markers	\$10.00/Storm Water Marker
Color Prints	\$4.50/Sq Ft
City Standard Details	\$10.00
Engineering Research	
Engineering Drawings, Reports, Letters, and Miscellaneous	\$120.00/Hr (\$60.00 minimum) + reproduction costs
Flood Zone-Research	\$40.00/Lot + \$120.00/Hr for additional staff hours exceeding the initial fee – Request must be in writing with written City response



**PUBLIC WORKS
 TRANSPORTATION SERVICES DIVISION
 TRAFFIC MITIGATION FEES – BIKE LOCKER RENTAL PROGRAM FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Citywide Traffic Impact Mitigation Fees	
Residential	
Single Family Residential	\$2,360.00
Apartment, Townhouse, Condo (per unit)	\$1,462.00
Other (per P.M. Peak Hour Trip)	\$2,237.00
Non-Residential	
Retail	\$4.93
Office	\$5.71
Service Commercial	\$2.67
Other Non-Residential	\$2,237.00/PM Trip
Tassajara Area Benefit Fee	\$10,728.00/DU
Southern Contra Costa JEP A Traffic Mitigation Fees	
Contra Costa Sub-Regional Fee	
Single / Multi-Family Residential	\$4,186.00
Apartment, Townhouse, Condo	\$4,186.00
Office	\$6.46/Sq. Ft.
Commercial Retail	\$4.06/Sq. Ft.
Other	\$4,145.00
Southern Contra Costa Regional Fees	
Single / Multi-Family Residential	\$1,499.00
Apartment, Townhouse, Condo	\$1,499.00
Office	\$2.37/Sq. Ft.
Commercial Retail	\$1.48/Sq. Ft.
Other	\$1,499.00/PM Trip
Tri-Valley Transportation Development Fees	
Single Family Residential	\$4,651.00/DU
Multi-Family Residential	\$3,204.00/DU
Office	\$7.90/Sq. Ft.
Retail	\$3.44/Sq. Ft. Gross Floor
Industrial	\$4.60/Sq. Ft. Gross Floor
Other	\$5,169.00/Average AM/PM Peak Hour Trip



**PUBLIC WORKS
TRANSPORTATION SERVICES DIVISION
SUBDIVISION/PRELIMINARY DEVELOPMENT REVIEWS**

DESCRIPTION OF SERVICE	APPROVED FEE
San Ramon Transit Center	
Bike Locker Rental Program Fees – A total of twelve (12) bike lockers are available for rent. Lockers are available on a first come, first serve basis and can be rented for three (3), six (6) or twelve (12) months. Lockers are covered, secured and will hold up to one bike. Individuals are required to sign a bike locker agreement and, upon approval, a refundable key deposit is required. A key is provided with each bike locker rental. The key deposit covers the cost of a new key, when a key is lost, stolen, or isn't returned.	
Three (3) Months	\$15.00
Six (6) Months	\$30.00
Twelve (12) Months	\$60.00
Refundable Key Deposit	\$25.00
Subdivision/Preliminary Development Review	
Preliminary Development Review Fee – Day Care/Learning Center	\$150.00/Hr with one and one-half (1.5) hour minimum charge for review and processing



**PUBLIC WORKS
PUBLIC SERVICES FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Staffing Rates	
Administration	\$127.00/Hr
Field – Regular	\$105.00/Hr
Field – Overtime	\$128.00/Hr
Field – Call-Out/Emergency Stand-By (Two (2) Hour Minimum)	\$128.00/Hr
Right-of-Way Banner Permit Application	
Processing Fee	\$150.00/Application
Installation Fee	\$58.00/Banner
Pole Rental Fee	\$15.00/Pole
Commercial Recycling Transporter Permit	
Application	\$65.00/Application
Renewal	\$40.00/Biennially
Additional Fees & Charges	
“BAG IT” Garbage Bags	\$10.19 each
Additional Sports Field Mowing For Enhanced Maintenance	\$251.00/field



**POLICE SERVICES
POLICE DEPARTMENT FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Fingerprinting	
Ink Cards	
City Resident per card	\$20.00
Non-Resident – first card	\$45.00
Non-Resident – each additional card	\$30.00
Livescan	
City Resident (Does not include DOJ, FBI and other associated fees)	\$30.00
Non-Resident (Does not include DOJ, FBI and other associated fees)	\$50.00
Teachers employed by San Ramon Valley Unified School District (Does not include DOJ, FBI and other associated fees)	\$30.00
Records	
Police Report	\$0.10/Page @ Station
Subpoena Duces Tecum / Deposition Subpoenas	Production of business records - \$15.00 + all reasonable costs (Evid. Code §1563) Personal Appearance: Unsworn Employees - \$275/Employee/day + actual expenses (GC §68096.1) Sworn Officers – Actual Expenses (GC §68097 et seq)
Photo CD	\$5.00 Each
Driving Under the Influence (DUI)	
For Response Time by Officers Involved	\$60.00 administration charge plus: (1) \$115.00/Hr per Sergeant (2) \$105.00/Hr per Corporal (3) \$95.00/Hr per Officer (4) \$65.00/Hr per PST
Other Fees	
Release of Stored / Towed Vehicles	\$15.00 cash only for repossessed vehicles \$140.00 cash only
Gun Release	\$75.00/Gun
Concealed Carry Weapon License (Does not include DOJ, FBI, and other associated fees)	\$100.00
Local Record Review	\$40.00
Bicycle License	\$10.00
Car Seat Inspections	No Charge – Residents \$25.00 – Non Residents
Processing Fee for one (1) Day Liquor License Letter to Alcoholic Beverage Control (ABC) Board	\$45.00



**POLICE SERVICES
POLICE DEPARTMENT FEES**

DESCRIPTION OF SERVICE	APPROVED FEE	
False Alarms		
(3 rd Alarm) Within ninety (90) day period after Notification Date	\$75.00	
(4 th Alarm) Within ninety (90) day period	\$225.00	
(5 th Alarm) Within ninety (90) day period	\$300.00	
More than five (5) alarms in a ninety (90) day period	\$225.00 Each	
Special Events Staffing – (two [2] hour minimum)		
Administrative Fee	\$60.00/Hr	
Sergeant	\$172.00/Hr	
Corporal	\$156.00/Hr	
Officer	\$142.00/Hr	
PST	\$97.00/Hr	
Crime Prevention		
Site Inspection / Plan Reviews	\$75.00	
Bingo / ID Cards		
ID Cards	\$7.50	
Permit	\$75.00	
Card Room Employee Work Permit		
Card Room Application Fee	\$1,000.00	
Card Room Annual Licensing Fee	\$5,000.00/Table	
New Work Permit	\$200.00/New Permit	
Renewal Work Permit	\$100.00/Annual Renewal	
Citation Sign-Off		
Non-Resident issued by other Police Department	\$10.00	
Massage Permit Fees		
Massage Establishment	\$452.00/New Permit	\$403.00/Annual Renewal
Massage Therapist (Owner / Operator)	\$510.00/New Permit	\$449.00/Annual Renewal
Outcall Massage Permit	\$510.00/New Permit	\$449.00/Annual Renewal
Masseur / Masseuruse Permit	\$193.00/New Permit	\$115.00/Annual Renewal
Taxicab / Passenger Transport Permit Fees		
Taxi / Transport Establishment	\$452.00/New Permit	\$403.00/Annual Renewal
Driver Permit – (Owner / Operator)	\$510.00/New Permit	\$449.00/Annual Renewal
Driver Permit	\$193.00/New Permit	\$115.00/Annual Renewal
Solicitor Permit Fees		
Solicitor Permit	\$244.00/per Permit	



POLICE SERVICES
POLICE DEPARTMENT FEES

DESCRIPTION OF SERVICE		APPROVED FEE	
Violation of City Ordinance		Bail Amount	
Infractions: First Violation		\$100.00 (Not to Exceed)	
Infractions: Second Violation – (Within one (1) Year)		\$200.00 (Not to Exceed)	
Infractions: Each Additional Violation (Same Ordinance within one (1) Year)		\$550.00 (Not to Exceed)	
Misdemeanors		Fine of \$1,000.00 (Not to Exceed) and /or imprisonment for a period not to exceed six (6) months	
Violation of City Ordinance		Code Section	Bail Amount
Animals			
Animal Noise		B2-70	\$100.00 (Not to Exceed)
Animal Waste (Public or Private Property)		B2-71	\$100.00 (Not to Exceed)
Health and Sanitation			
Living in Vehicles		B6-221	\$100.00 (Not to Exceed)
Smoking Prohibited		B6-73	\$100.00 (Not to Exceed)
Fireworks			
Possession or Ignition of Firecrackers (Excluding Safe/Sane H&S §12529)		B4-1	\$100.00 (Not to Exceed)
Damage to Property			
Removal or Destruction including Shrubbery, Artifacts, or Archaeological Site		B5-30A	\$100.00 (Not to Exceed)
Break or Deface any Building, Sign, Fence, Bench, Structure, Apparatus, Equipment or Property		B5-30B	\$100.00 (Not to Exceed)
Mark, Print, Write, Sign, Card, Display or Similar Inscription or Device on Public or Private Property (Without a Permit)		B5-30C	\$100.00 (Not to Exceed)
Noise Sources			
Internal Combustion Engines Causing Excessive Noise between 8:00 PM and 8:00 AM (Without a Permit)		B6-99	\$100.00 (Not to Exceed)
Construction Projects (Unlawful M-F before 7:30 AM and after 7:00 PM; Sat-Sun prior to 9:00 AM and after 6:00 PM)		B6-100	\$100.00 (Not to Exceed)
City Parks			
Violation of Park Hours		B5-11	\$125.00
Designated Pedestrian Use		B5-13A	\$100.00 (Not to Exceed)
Bicycle or Skateboard Hazard		B5-13B	\$100.00 (Not to Exceed)
Bicycle in Skate Park		B5-13C	\$125.00
Skate Park Helmet		B5-13D	\$75.00
Littering		B5-18	\$200.00
Sound Amplification Devices (Without a Permit)		B5-28	\$100.00 (Not to Exceed)
Curfew		B7-231	\$125.00



**POLICE SERVICES
POLICE DEPARTMENT FEES**

DESCRIPTION OF SERVICE	APPROVED FEE	
Violation of City Ordinance	Code Section	Bail Amount
Vehicle Restrictions within City Parks		
Operation on Roads or Trails (Without a Permit)	B5-12A	\$100.00 (Not to Exceed)
Excess Speed	B5-12B	\$100.00 (Not to Exceed)
Unlicensed Vehicle	B5-12C	\$100.00 (Not to Exceed)
Parking in Restricted Area	B5-12D	\$100.00 (Not to Exceed)
Parking After Hours	B5-12E	\$100.00 (Not to Exceed)
Abandoned Vehicle	B5-12F	\$100.00 (Not to Exceed)
Wash, Repair, or Advertise for Sale	B5-12G	\$100.00 (Not to Exceed)
Excessive Noise from Muffler or Exhaust System	B5-12H	\$100.00 (Not to Exceed)
Public Consumption of Alcoholic Beverages		
Prohibition of Public Alcohol Consumption	B7-1	\$100.00 (Not to Exceed)
Unlawful Juvenile Gathering on Private Property (Five [5] or more person[s]) <21 years of age where alcohol is in possession or being consumed by person(s) <21	B7-12	\$1,000.00
Police Services at parties, gatherings or events requiring a response	B7-13 & B7-14	Fee shall be equal to the actual cost of the Response Time for the Personnel involved. \$60.00 Administrative charge plus: 1) \$115.00/Hr per Sergeant 2) \$105.00/Hr per Corporal 3) \$95.00/Hr per Officer 4) \$65.00/Hr per PST
False Reports		
False Reports to City Employee/Officer	B7-21	\$100.00 (Not to Exceed)
Labor Disputes		
Obstruction of Public Ways	B7-125	\$100.00 (Not to Exceed)
Intimidation – During Picketing Prohibited	B7-126	\$100.00 (Not to Exceed)
Intimidation – During Assembly Prohibited	B7-127	\$100.00 (Not to Exceed)
Opprobrious Language Prohibited	B7-128	\$100.00 (Not to Exceed)
Solicitors/Peddlers		
Solicitors/Peddlers (Without a Permit)	B7-145	\$300.00 (Not to Exceed)
Soliciting on Vehicles	B7-149	\$100.00 (Not to Exceed)
Roadside Selling of Vehicle	B6-211	\$50.00



POLICE SERVICES
POLICE DEPARTMENT FEES

DESCRIPTION OF SERVICE	APPROVED FEE	
Violation of City Ordinance	Code Section	Bail Amount
Firearms		
Discharge Restrictions	B7-247	\$100.00 (Not to Exceed)
Possession of Firearms, Pellet Guns, and Similar Weapons by Minors	B7-248	\$100.00 (Not to Exceed)
Graffiti		
Graffiti Prohibited on Public or Private Property	B7-254	\$100.00 (Not to Exceed)
Skateboard, Bicycle, and Wheeled Devices		
Prohibited Use on Public or Private Property	B7-282A	\$100.00 (Not to Exceed)
Tricks and Stunts	B7-282B	\$100.00 (Not to Exceed)
Unattended Causing Injury Hazard	B7-282C	\$100.00 (Not to Exceed)
Parking Restrictions		
Stopping, Standing, Parking – Curb Marking	B8-1	\$50.00
Time Limit Parking	B8-2	\$50.00
Parking / Stopping – Construction Area	B8-3	\$50.00
Parking Designated Zones – Private Property	B8-4	\$50.00
Parking Within Marked Spaces	B8-5	\$50.00
Temporary / Emergency Parking Sign / Barriers	B8-6	\$75.00
Permit Parking	B8-21	\$125.00
Parking Oversized Vehicles	B8-31	\$125.00
Parking in Fire Lane	B8-39	\$75.00
Parking Truck / Trailer (Exceeding 10,000 lbs.)	B8-51	\$125.00



**PARKS & COMMUNITY SERVICES
TRANSACTION FEES – FACILITY DEPOSITS**

Fees for participating in classes, programs, activities and events shall be based upon;

- Competing fee in other cities, recreation districts, and colleges; and
- Session length and length of class time per meeting; and
- Class enrollment statistics regarding an activity and the fees that were charged for that activity; and
- Financial need of the instructor; and
- The cost to the City for providing such services; and
- City Council direction on recovered costs; and
- Subsidized programs at the Alcosta Senior and Community Center for individuals ages 55+ to encourage participation in activities that promote healthy lifestyles; and
- Discounted rates for adults ages 65+ in the areas of aquatics and cultural arts to encourage continued participation; and
- Discounts may be offered as incentives to increase program participation, facility rentals, and revenue; and
- Department will maintain a scholarship program to address the needs of residents who may not be able to afford programs; and
- The value and benefit of such services to the San Ramon Community

Fees for facilities and park rentals are reviewed and approved by the Parks and Community Services Commission at public meetings.

TRANSACTION FEES

Classes or Programs:

Once a class or program is confirmed and paid, a transaction fee will be charged only if refunds are requested. There is no transaction fee for transfers to another class or program, whether done online or in person.

Transaction fees are as follows:

- \$5.00 for each transaction (refund only; no charge for transfers)

Facility Rentals:

Once a facility is confirmed and deposit is on file, a \$25.00 Facility Transaction Fee will be charged for any cancellation/revision to the original reservation date or for reservation date changes. A \$125.00 Rental Date Change Fee will be charged for any change in date to an existing facility reservation in a Large or Grande room, equal to or less than 90 days prior to the reservation. This fee is in addition to any applicable cancellation penalties that may apply.

Cancellations on quarterly use permits at athletic facilities will incur a 25% cancellation fee not to exceed \$200.



**PARKS & COMMUNITY SERVICES
FACILITY DEPOSITS**

DESCRIPTION OF SERVICE	APPROVED FEE
Facility Deposits	
Small Room	\$125.00
Medium Room	\$250.00
Large Room	\$500.00
Grand Room Weekday: Monday-Thursday	\$500.00
Grand Room Weekend: Friday-Sunday	\$1,000.00
Kitchen	\$100.00
Dougherty Valley Performing Arts Center	\$400.00
Front Row Theater	\$200.00
Glass House & Walnut Barn	\$1,000.00
Aquatic Group Picnic	\$100.00
Gymnasium	\$500.00



PARKS & COMMUNITY SERVICES
ADVERTISING FEES

Size	One Issue	Two Issues 20% Off	Three Issues 20% Off	Four Issues 20% Off
Recreation Guide and Playbill Advertising Fees				
	Approved	Approved	Approved	Approved
Business Card	\$145.00	\$232.00	\$349.00	\$464.00
One-eighth (1/8) Page	\$182.00	\$290.00	\$436.00	\$581.00
One-quarter (1/4) Page	\$290.00	\$464.00	\$697.00	\$930.00
One-third (1/3) Page	\$327.00	\$523.00	\$784.00	\$1,045.00
One-half (1/2) Page	\$617.00	\$998.00	\$1,400.00	\$1,975.00
Full Page	\$1,234.00	\$1,975.00	\$2,962.00	\$3,949.00
Inside Back Cover	\$1,452.00	\$2,323.00	\$3,485.00	\$4,646.00
For Non-Profit				
	Approved	Approved	Approved	Approved
Business Card	\$117.00	\$186.00	\$278.00	\$372.00
One-eighth (1/8) Page	\$145.00	\$232.00	\$349.00	\$523.00
One-quarter (1/4) Page	\$232.00	\$372.00	\$558.00	\$743.00
One-third (1/3) Page	\$262.00	\$419.00	\$627.00	\$836.00
One-half (1/2) Page	\$494.00	\$790.00	\$1,186.00	\$1,581.00
Full Page	\$988.00	\$1,581.00	\$2,369.00	\$3,159.00
Inside Back Cover	\$1,452.00	\$2,323.00	\$3,485.00	\$4,646.00
General Advertising				
	Approved	Approved	Approved	Approved
Curtain Call	\$88.00			
Business Card	\$138.00	\$372.00	\$152.00	\$409.00
One-eighth (1/8) Page	\$145.00	\$393.00	\$160.00	\$431.00
One-quarter (1/4) Page	\$220.00	\$594.00	\$242.00	\$653.00
One-half (1/2) Page	\$440.00	\$1,188.00	\$484.00	\$1,307.00
Full Page	\$880.00	\$2,376.00	\$968.00	\$2,614.00
Four-Color Glossy Rates				
Size			Rate Per Issue	
			Approved	
One-quarter (1/4) Page			\$414.00	
One-half (1/2) Page			\$688.00	
Full Page			\$1,375.00	



**PARKS & COMMUNITY SERVICES
SPECIAL EVENTS PERMIT APPLICATION,
PHOTO FILM FEES AND GALLERY FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Special Events Permit Application – The Special Event Permit applicant may be required to pay for additional services and City staff costs in addition to the application fee, if determined to be needed for the final approval of the Special Event Permit	
Application Fee – Special Event Permit and/or payment of a fee is required by Ordinance No. 231 as outlined in the Municipal Code under Division B1 AMUSEMENTS Chapter IV Sections B1 – 121-126	\$600.00/Application
Application Fee – Special Event Permit Application Review Fee for Non-Permitted Special Events	\$50.00/Application
Private Fitness Programs Special Permit Fee Application	\$25.00
Private Fitness Programs Six (6) Month Permit (up to three [3] days/week/park)	\$250.00
Private Fitness Programs Six (6) Month Permit (up to five [5] days/week/park)	\$500.00
Additional Staff Time (in two [2] hour increments)	
Recreation Leader	\$15.59/Hr
Recreation Technician	\$60.00/Hr
Recreation Coordinator	\$72.00/Hr
Recreation Supervisor	\$96.00/Hr
Program Manager / Division Manager / Director	\$129.00/Hr
Commercial Film Fees	
Commercial Feature Film / Television Productions / Television Commercials / Industrial Film / Video / Photography Production Fee – Special Event Permit required; Additional fees may be imposed based on the full costs incurred based on the type and scope of use	\$1,100.00/Day Minimum
Non-Profit Film / Video / Documentary – Special Event Permit required; Additional fees may be imposed based on the full costs incurred based on the type and scope of use	\$550.00/Day Minimum
Photography and Event Video Fees	
Professional Royalty Free Licensing Fee/Annual	\$220.00/Annual
Professional Royalty Free Licensing Fee/Day	\$55.00/Day
Rights Managed Independent Fee – Special Event Permit may be required; additional fees based on the full costs incurred based on the type and scope of use	\$550.00/Day Minimum
Glass House Interior Photography Fee (Minimum 2 hours)	Resident: \$100.00/Hr Non-Resident: \$125.00/Hr
Gallery Fees	
Lindsay Dirx Brown Gallery Exhibit Fee	
Resident	\$55.00/Month + 20% commission on all sales
Non-Resident	\$110.00/Month + 20% commission on all sales
Non-Profit Group (Exemption – Youth Art Month)	\$40.00/Month + 20% commission on all sales



**PARKS & COMMUNITY SERVICES
SPECIAL EVENTS PERMIT APPLICATION,
PHOTO FILM FEES AND GALLERY FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Gallery Fees (continued)	
Auxiliary Gallery Spaces (Library, Dougherty Station Community Center)	\$30.00/Two (2) Months + 20% commission on all sales
City Hall and Alcosta Senior & Community Center (Exemption – Senior Artist Groups)	\$30.00/Month + 20% commission on all sales

NOTES: Forest Home Farms Photography / Filming requires reservation for all Photography / Film / Video and may require a Special Permit.

**PARKS & COMMUNITY SERVICES
COMMERCIAL FEES FOR DUPLICATION OF HISTORICAL MEDIAL MATERIALS
AND MEMORIAL PROGRAM FEES**

COMMERCIAL FEES FOR DUPLICATION OF HISTORIC MEDIA MATERIALS

DESCRIPTION OF SERVICE	APPROVED FEE
Low Resolution JPEG via email (72 dpi)	\$5.00/Image
Medium Resolution JPEG via email (150 dpi)	\$10.00/Image
High Resolution JPEG via email (300 dpi)	\$15.00/Image
Copy of VHS cassette or DVD	\$25.00/Copy
Copy of recording on CD	\$20.00/CD

MEMORIAL PROGRAM FEES

DESCRIPTION OF SERVICE	APPROVED FEE
Memorial Plaque Purchase for Existing Tree	\$1,800.00
Memorial Tile 4' x 8"	\$350.00
Memorial Benches without Concrete Slab	\$3,350.00
Memorial Benches with Concrete Slab	\$4,850.00

NOTES: Fees for additional memorial items shall be based upon the cost to the City for providing such services including direct cost of item, staff time, and maintenance costs



PARKS & COMMUNITY SERVICES
FOREST HOME FARMS VENUE RENTAL FEES

Rental times are subject to City of San Ramon Rental Information/Policies & Procedures

All rates are based on a 4 hour rental minimum. Charges will be assessed on an hourly basis; there will be no proration for half-hour use.

Glass House Brides Room and Outdoor Venue Rentals

DESCRIPTION OF SERVICE	APPROVED FEE
Glass House Brides Room & Outdoor Venue – Resident & Non-Profit	\$205.00/Hr
Glass House Brides Room & Outdoor Venue – Private Non-Resident / Commercial	\$255.00/Hr
Walnut Barn Picnic Rentals	\$249.00/Four (4) Hours



**PARKS & COMMUNITY SERVICES
BUILDING RENTALS**

Rental times are subject to City of San Ramon Rental Information/Policies & Procedures.
Weekend hours for building rentals are from 4:00pm on Friday to 11:59pm on Sunday.

The Following Room Definitions are for reference as to room size:

Location	Grand	Large	Medium	Small
Alcosta Senior & Community Center		Garden View Room AB Vista Grande AB	Room 112AB Vista Grande A Vista Grande B	Room 112A Room 112B Room 113 Room 114 Room 115
Boone House		Meeting Room		
City Hall			P&CS Conference Room	
Dougherty Station Community Center	Ridge View Room	North/South Meeting Room	West Meeting Room North Meeting Room South Meeting Room Preschool Room	Dance Studio East Meeting Room Classroom 104
San Ramon Library		Meeting Room		PCS Conference Room
San Ramon Community Center	Fountain Room	Terrace Room	Alcosta Room	Dance Studio Room 101 Room 206 Preschool Room
San Ramon Olympic Pool			Classroom	
Dougherty Valley Performing Arts Center		Studio Room		
Amador Rancho Center		Bella Vista Room AB**	Bella Vista A* Bella Vista B* Harlan Room Russell Room	

* Monday – Thursday, Bella Vista is available for rent as A and/or B separately or combined;

**Friday - Sunday, the only configuration that is available for rent is Bella Vista AB



**PARKS & COMMUNITY SERVICES
BUILDING RENTALS**

Room	Non-Profit		Private Resident		Private Non-Resident or Commercial	
	Weekday	Weekend	Weekday	Weekend	Weekday	Weekend
Grand Room	\$50.00/Hr	\$130.00/Hr	\$105.00/Hr	\$255.00/Hr	\$135.00/Hr	\$320.00/Hr
Large Room	\$35.00/Hr	\$80.00/Hr	\$70.00/Hr	\$130.00/Hr	\$90.00/Hr	\$165.00/Hr
Medium Room	\$25.00/Hr	\$60.00/Hr	\$55.00/Hr	\$85.00/Hr	\$70.00/Hr	\$105.00/Hr
Small Room	\$20.00/Hr	\$45.00/Hr	\$40.00/Hr	\$65.00/Hr	\$50.00/Hr	\$80.00/Hr
Dance Studio	\$20.00/Hr	\$45.00/Hr	\$40.00/Hr	\$65.00/Hr	\$50.00/Hr	\$80.00/Hr
Kitchen*	\$11.00/Hr	\$11.00/Hr	\$20.00/Hr	\$20.00/Hr	\$21.00/Hr	\$21.00/Hr
Kitchen Only	\$75.00/Hr	\$75.00/Hr	\$75.00/Hr	\$75.00/Hr	\$75.00/Hr	\$75.00/Hr
Rose Garden**	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr
Terrace Room Patio Area***	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr
Ridgeview Room Patio Area****	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr
Bella Vista Room Patio Area*****	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr	\$30.00/Hr
Rental Storage Fee	\$100.00/Day	\$100.00/Day	\$100.00/Day	\$100.00/Day	\$100.00/Day	\$100.00/Day
Non-Profit / Co-Sponsored Groups					Weekday	Weekend
San Ramon Library PCS Conference Room, Dougherty Station Library Community Room – Setup and cleanup not included in fees – Room may be reserved one (1) year in advance					\$15.00/Hr	\$15.00/Hr

- NOTES:**
- * Kitchen rented in conjunctions with a Grand or Large Room
 - ** All hours must correspond with all hours rented in the Fountain Room
 - *** All hours rented must correspond with all hours rented in the Terrace Room
 - **** All hours rented must correspond with all hours rented in the Ridgeview Room
 - ***** All hours rented must correspond with all hours rented in the Bella Vista Room



**PARKS & COMMUNITY SERVICES
ALCOSTA SENIOR AND COMMUNITY CENTER AND
RAMONA PARK GAZEBO RENTAL FEES**

DESCRIPTION OF SERVICE	APPROVED FEE	
Alcosta Senior and Community Center and Ramona Park Gazebo Rental Rates		
Resident – Private or Group	<u>Weekday</u> \$105.00/Hr	<u>Weekend</u> \$105.00/Hr
Non-Resident – Private or Commercial	<u>Weekday</u> \$135.00/Hr	<u>Weekend</u> \$135.00/Hr



**PARKS & COMMUNITY SERVICES
CENTRAL PARK, RANCHO SAN RAMON COMMUNITY PARK, ATHAN DOWNS PARK,
ALCOSTA SENIOR AND COMMUNITY CENTER PARKS AND GARDENS,
VALLEY VIEW PARK, RAMONA PARK, SAN RAMON SPORTS PARK, MEMORIAL PARK
AND HIDDEN VALLEY PARK RENTAL FEES**

DESCRIPTION OF SERVICE	APPROVED FEE	
<u>Non-Profit Organizations</u>	<u>Weekday</u>	<u>Weekend</u>
Groups 1 to 50	\$56.00/Day	\$56.00/Day
Groups 51 to 149	\$137.00/Day	\$137.00/Day
Groups 150-200	\$158.00/Day	\$158.00/Day
<u>San Ramon Resident</u>	<u>Weekday</u>	<u>Weekend</u>
Groups 1 to 50	\$107.00/Day	\$107.00/Day
Groups 51 to 149	\$208.00/Day	\$208.00/Day
Groups 150-200	\$310.00/Day	\$310.00/Day
<u>Commercial Resident</u>	<u>Weekday</u>	<u>Weekend</u>
Groups 1 to 50	\$151.00/Day	\$151.00/Day
Groups 51 to 149	\$274.00/Day	\$274.00/Day
Groups 150-200	\$512.00/Day	\$512.00/Day
<u>Non-Resident (weekdays only)</u>	<u>Weekday</u>	<u>Weekend</u>
Groups 1 to 50	\$198.00/Day	No Change
Groups 51 to 149	\$343.00/Day	
Groups 150-200	\$512.00/Day	
Food Truck Fee	<u>Weekday</u> \$51.00/Day**	<u>Weekend</u> \$51.00/Day**

NOTES: *Central Park and Athan Downs Park is limited to groups up to 200 people, the San Ramon Sports Park and Rancho San Ramon Community Park is limited to groups up to 100 people, Memorial Park Picnic Area is limited to groups of 24 people, and all other group picnic sites are limited to groups up to 50 people.

**Food Truck can only be rented in conjunction with an approved facility use permit and must display the City's Planning Department issued permit.

Park sites listed in an approved Special Event Permit are subject to approved picnic fees.



**PARKS & COMMUNITY SERVICES
SAN RAMON OLYMPIC POOL & AQUATIC PARK AND
DOUGHERTY VALLEY AQUATIC CENTER
GROUP PICNIC RENTAL FEES**

DESCRIPTION OF SERVICE	APPROVED FEE	
San Ramon Resident		
Groups up to 26	<u>Weekday</u> \$152.00/Session*	<u>Weekend</u> \$152.00/Session*
Groups 26 to 50	<u>Weekday</u> \$303.00/Session*	<u>Weekend</u> \$303.00/Session*
Groups 51 and larger	<u>Weekday</u> Call Parks & Community Services for more information	<u>Weekend</u> Call Parks & Community Services for more information
Non-Resident		
Groups up to 26	<u>Weekday</u> \$221.00/Session*	<u>Weekend</u> \$221.00/Session* (DVAC only)
Groups 26 to 50	<u>Weekday</u> \$378.00/Session*	<u>Weekend</u> \$378.00/Session* (DVAC only)
Groups 51 and larger	<u>Weekday</u> Call Parks & Community Services for more information	<u>Weekend</u> Call Parks & Community Services for more information (DVAC only)

NOTES: *In addition to rental fees per session, it is required that the daily swim pass be purchased for the group size reserved; in advance and prior to the day of the rental when the reservation is confirmed.

**PARKS & COMMUNITY SERVICES
CENTRAL PARK AMPHITHEATER USE**

DESCRIPTION OF SERVICE	APPROVED FEE
All Groups	\$1,500.00/ten (10) hours of use*
All Groups	\$750.00/six (6) hours of use*
All Groups	\$150.00/per hour with a two (2) hour minimum

NOTES: *Requires Special Event Permit application in addition to the fee



**PARKS & COMMUNITY SERVICES
OUTDOOR ATHLETIC FACILITIES**

DESCRIPTION OF SERVICE	APPROVED FEE
Turf Fields	
Youth Co-Sponsored Organizations and San Ramon Valley Unified School District	\$8.00/Hr
Adult Co-Sponsored Organizations, San Ramon Residents	\$15.00/Hr
Non-Resident	\$29.00/Hr
For Profit Camp/Tournament	20% of total gross revenues or the total hourly rate below; whichever is higher
Co-Sponsored Organizations and San Ramon Valley Unified School District – Special Event Fee	\$200.00/Field Day
Extra Fee	\$143.02/Hr
Light Fee at Sports Fields	
Co-Sponsored Organizations and San Ramon Valley Unified School District	\$23.33/Hr
San Ramon Residents	\$23.33/Hr
Non-Resident	\$46.69/Hr
For Profit Camp/Tournament	20% of total gross revenues or the total hourly rate above; whichever is higher
Synthetic Fields – Tiffany Roberts Park	
Co-Sponsored Organizations and San Ramon Valley Unified School District	\$35.00/Hr
San Ramon Residents	\$46.61/Hr
Non-Resident	\$116.70/Hr
For Profit Camp/Tournament	20% of total gross revenues or the total hourly rate above; whichever is higher
Synthetic Fields – Rancho San Ramon Sports Park	
Co-Sponsored Organizations and San Ramon Valley Unified School District	\$52.52/Hr
San Ramon Residents	\$70.07/Hr
Non-Resident	\$175.06/Hr
For Profit Camp/Tournament	20% of total gross revenues or the total hourly rate above; whichever is higher



**PARKS & COMMUNITY SERVICES
OUTDOOR ATHLETIC FACILITIES**
Continued

DESCRIPTION OF SERVICE	APPROVED FEE
Sand Volleyball Courts	
San Ramon Residents	\$14.95/Hr
Non-Resident	\$29.65/Hr
Storage Facilities	
Rancho San Ramon Community Park	\$162.30/Mo. Per Unit
Batting Cages*	
Youth Co-Sponsored Organizations and San Ramon Valley Unified School District	\$7.48/Hr
Adult Co-Sponsored Organizations, San Ramon Residents	\$14.95/Hr
Non-Resident	\$29.18/Hr

*The Rancho San Ramon Sports Park Batting Cages are included in the rental of the adjoining baseball field (Turf Field).

When the adjacent baseball field (Turf Field) is closed for field maintenance, the batting cages can be rented at the stand-alone rates.



**PARKS & COMMUNITY SERVICES
DOUGHERTY STATION COMMUNITY CENTER FRONT ROW THEATER
RENTAL FEES**

Events booked on City of San Ramon holidays will follow appropriate weekend rates. Whenever a rental includes weekday and weekend time periods, applicable rental fees will be charged for each time period. Charges will be assessed on an hourly basis; there will be no pro-ration for half-hour use. Rental use will include a basic theatrical sound and light package and use of projector, screen, VCR, CD player and DVD player if desired.

DESCRIPTION OF SERVICE		APPROVED FEE	
Extra Equipment			
Additional microphones		\$25.00/Day	
Podium		\$25.00/Day	
Upright piano		\$100.00/Day	
Other Fees			
Maintenance Staff**		\$15.00/Hr per person	
Basic Sound and Light Package		No Charge	
Box Office Fees		\$100.00	
Ticket Printing		\$0.30/Ticket	
Green Room Rental (when used as a dressing room or green room concurrently with a performance or rehearsal in the Front Row Theater)		\$45.00 for a maximum eight (8) hours	
Technical Theater Staff**		\$30.00/Hr per person	
House Staff**		\$30.00/Hr per person	
San Ramon Resident & Non-Profit / Co-Sponsored Organizations			
Free Events, Rehearsals (no admission fee), Ticketed Events, Theatrical Use & Fundraisers		<u>Weekday</u>	<u>Weekend</u>
		\$175.00/Three (3) Hrs or \$350.00 flat fee for a max eight (8) Hrs	\$225.00/Three (3) Hrs or \$450.00 flat fee for a max eight (8) Hrs
Hourly Overtime Rate for use over eight (8) hours		<u>Weekday</u> \$75.00/Hr	<u>Weekend</u> \$100.00/Hr
Non-Resident Private or Commercial Organization			
Free Events, Rehearsals (no admission fee), Ticketed Events, Theatrical Use & Fundraisers		<u>Weekday</u>	<u>Weekend</u>
		\$275.00/Three (3) Hrs or \$550.00 flat fee for a max eight (8) Hrs	\$325.00/Three (3) Hrs or \$650.00 flat fee for a max eight (8) Hrs
Hourly Overtime Rate for use over eight (8) hours		<u>Weekday</u> \$75.00/Hr	<u>Weekend</u> \$100.00/Hr

NOTES: *Cultural Growth Surcharge – One dollar (\$1.00) will be collected for every ticket sold at DVPAC and the Front Row Theater for all events with ticket prices over \$5.00. This money will be used in the subsequent fiscal year to purchase/replace theatrical equipment and/or to offset rental fee for nonprofit groups producing a performance in either City theater.

**Overtime and double time rates for staff will apply as required by law.



**PARKS & COMMUNITY SERVICES
DOUGHERTY VALLEY PERFORMING ARTS CENTER
RENTAL FEES**

Events booked on City of San Ramon holidays will follow appropriate weekend rates. Whenever a rental includes weekday and weekend time periods, applicable rental fees will be charged for each time period. Theatrical usage requires written approval by the Theater Manager and a pre-event meeting to establish the details and appropriateness of the rental prior to the signage of the contract.

DESCRIPTION OF SERVICE	APPROVED FEE
Performance Base Rent (Full Day) – Includes Lobby, Theater, Dressing Rooms & Loading Dock	
Weekend Friday through Sunday	\$1,025.00/Eight (8) hour day plus reimbursement for required technical theater and house management staff
Weekday Monday through Thursday	\$700.00/Eight (8) hour day plus reimbursement for required technical theater and house management staff
Additional Time (same day)	\$100.00/Hr plus reimbursement for required technical personnel
Rehearsal and Technical Time – Weekday (Monday through Thursday)	\$425.00/Eight (8) hour day plus reimbursement for required technical personnel
Rehearsal and Technical Time – Weekend (Friday through Sunday)	\$525.00/Eight (8) hour-day plus reimbursement for required technical personnel
Other Fees	
Percentage Rent	10% of gross ticket sales or 8% of gross ticket sales for three (3) or more shows in the same day if greater than the base rent
Rent – Lobby Only	\$450.00/Eight (8) hour day (restricted availability)
DVPAC Studio Rental (for a rehearsal or performance in the Studio Room)	\$400.00/Eight (8) hour day plus reimbursement for required personnel
Box Office Fees	\$400.00
DVPAC Studio Rental (when used in conjunction with a performance or rehearsal on the stage)	\$225.00/Eight (8) hour day plus reimbursement for required personnel
Ticket Printing	\$0.30/Ticket
Cultural Growth Surcharge*	\$1.00/Ticket
Technical Theater Staff	\$30.00/Hr per person
Production Manager II	\$37.00/Hr per person
Sign Language Interpreter	\$100.00/Hr per person
House Staff	\$30.00/Hr per person
Maintenance Staff	\$15.00/Hr per person



**PARKS & COMMUNITY SERVICES
DOUGHERTY VALLEY PERFORMING ARTS CENTER
RENTAL FEES
*Continued***

DESCRIPTION OF SERVICE	APPROVED FEE
Other Fees (continued)	
Basic Sound / Light Production	No Charge
Extensive Lighting Production	\$225.00 + reimbursement for additional technical theater staff (if required)
Extensive Sound Production	\$150.00 + reimbursement for additional technical theater staff (if required)
Spot Lights	\$100.00/Light + spot light operator
Sales of Merchandise	25% Commission on Items Sold
Marley Dance Floor	\$150.00/Per event + Labor
Baby Grand Piano	\$100.00/Eight (8) hour day
Piano Tuning	\$125.00 Each
Projector Rental	\$250.00/Per Day

NOTES: *Cultural Growth Surcharge – One dollar (\$1.00) will be collected for every ticket sold at DVPAC and the Front Row Theater for all events with ticket prices over \$5.00. This money will be used in the subsequent fiscal year to purchase/replace theatrical equipment and/or to offset rental fee for nonprofit groups producing a performance in either City theater.

**Overtime and double time rates for staff will apply as required by law.



PARKS & COMMUNITY SERVICES
EQUIPMENT RENTAL FEES

DESCRIPTION OF SERVICE	APPROVED FEE
Change of Equipment Set-Up Fee	\$100.00
Additional Microphone with or without Stand	\$25.00
Full Length Podium (No PA System)	\$25.00
Portable Bar	\$100.00
Fountain Room 30' x 12' Dance Floor – Depending on availability and room capacity, additional dance floor modules may be rented for \$5.00 for 3' x 3' module	\$200.00
Terrace Room 30' x 9' Dance Floor – Depending on availability and room capacity, additional dance floor modules may be rented for \$5.00 for 3' x 3' module	\$150.00
Carpet Cleaning (Fountain Room)	Maintenance Fee Included in Rental
Carpet Cleaning (Terrace Room)	Maintenance Fee Included in Rental
Room A/V System + one (1) microphone	\$50.00/Per Day
Portable Stage	Small \$250 Large \$500



**PARKS & COMMUNITY SERVICES
SAN RAMON OLYMPIC POOL & AQUATIC PARK AND
DOUGHERTY VALLEY AQUATIC CENTER
SPECIAL EVENT AND LANE USE FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
San Ramon Olympic Pool & Aquatic Park	
Whole Facility (Daily Rate)	\$1,420.00/Day + Guard Fee (up to 11 hours)
Whole Facility (Hourly Rate after 11 hours)	\$130.00/Hr + Guard Fee
50-Meter Pool (Daily Rate)	\$926.00/Day + Guard Fee (up to 11 hours)
50-Meter Pool (Hourly Rate after 11 hours)	\$85.00/Hr + Guard Fee
25-Yard Pool (Lap / Training Pool) (Daily Rate)	\$617.00/Day + Guard Fee (up to 11 hours)
25-Yard Pool (Lap / Training Pool) (Hourly Rate after 11 hours)	\$56.00/Hr + Guard Fee
Whole Facility – Two (2) Day Rental (Daily Rental)	\$2,224.00/Day + Guard Fee (up to 11 hours each day). Includes use of classroom and timing board (must have a qualified timer to operate timing board)
Whole Facility – Two (2) Day Rental (Hourly Rate after 11 hours each day)	\$202.00/Hr + Guard Fee
Dougherty Valley Aquatic Center	
Whole Facility	\$926.00/Day + Guard Fee (up to 11 hours each day)
Whole Facility (Hourly Rate after 11 hours)	\$85.00/Hr + Guard Fee
Whole Facility – Two (2) Day Rental	\$1,482.00/Day + Guard Fee; Includes use of timing board (must have qualified timer to operate scoreboard)
Whole Facility – Two (2) Day Rental (Hourly Rate after 11 hours each day)	\$136.00 /Hr + Guard Fee
Recreation Swim Team Meet	\$67.00/Hr + Guard Fee
Equipment	
Colorado Computer	\$50.00 per day + \$500.00 deposit per event (must have qualified person to operate computer)



**PARKS & COMMUNITY SERVICES
SAN RAMON OLYMPIC POOL & AQUATIC PARK AND
DOUGHERTY VALLEY AQUATIC CENTER
SPECIAL EVENT AND LANE USE FEES**

Continued

DESCRIPTION OF SERVICE	APPROVED FEE
Water Polo Tournament	
One (1) Tank – Half Pool	\$498.00/Day + Guard Fee
One (1) Tank – Half Pool – Half Day	\$309.00/Day + Guard Fee
Two (2) Tanks – Full Pool	\$618.00/Day + Guard Fee
Two (2) Tanks – Full Pool – Half Day	\$435.00/Day + Guard Fee
Combined Lane Rental & Lifeguard 25 Yard Course Fee	
City Co-Sponsored Groups	\$7.04/Hr
Resident	\$9.28/Hr
Non-Resident	\$11.60/Hr
Combined Lane Rental & Lifeguard 50 Meter Course Fee	
City Co-Sponsored Groups	\$11.46/Hr
Resident	\$15.11/Hr
Non-Resident	\$18.88/Hr
Special Event Lifeguard Fees (Guard Fee)	
Lifeguard Fees (Guard Fee)	\$18.00/Hr per Lifeguard



**PARKS & COMMUNITY SERVICES
SAN RAMON OLYMPIC POOL & AQUATIC PARK AND
DOUGHERTY VALLEY AQUATIC CENTER
PRIVATE GROUP RENTAL FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
San Ramon Resident	
Groups up to 50 (minimum of 3 guards required)	\$264.00/First two (2) hours - \$80.00/Each additional hour
Groups 51 – 100 (minimum of 5 guards required)	\$528.00/First two (2) hours - \$158.00/Each additional hour
Groups 101 – 150 (minimum of 7 guards required)	\$793.00/First two (2) hours - \$238.00/Each additional hour
Non-Resident	
Groups up to 50 (minimum of 3 guards required)	\$333.00/First two (2) hours - \$80.00/Each additional hour
Groups 51 – 100 (minimum of 5 guards required)	\$661.00/First two (2) hours - \$158.00/Each additional hour
Groups 101 – 150 (minimum of 7 guards required)	\$993.00/First two (2) hours - \$238.00/Each additional hour
Lifeguard Fees	
Based on group size and amenities requested	\$18.00/Hr per Guard

NOTES: Special Event Permit may be required. Additional fees based on the full costs incurred based on the type and scope of use.

**PARKS & COMMUNITY SERVICES
PINE VALLEY AND IRON HORSE GYMNASIA RENTAL FEES**

DESCRIPTION OF SERVICE	APPROVED FEE
Resident - Private	
Individual Gym Floor Fee A, B or C	\$63.00/Hr
Main Gym Floor Fee	\$126.00/Hr
Non-Resident - Private	
Individual Gym Floor Fee A, B, C	\$88.00/Hr
Main Gym Floor Fee	\$176.00/Hr
City Co-Sponsored Groups	
Individual Gym Floor Fee A, B, C	\$38.00/Hr
Main Gym Floor Fee	\$76.00/Hr