

RESOLUTION NO. 2020-033



ESTABLISHING FEES AND CHARGES FOR VARIOUS MUNICIPAL SERVICES AND REPEALING RESOLUTION NO. 2019-044 FOR FISCAL YEAR 2020/21

Effective Date: July 1, 2020



**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 \$160.00/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	\$160.00/Hr with two (2) hour minimum charge for each inspection
Overtime Inspection Fee During Regular Business Week	The hourly rate of \$240.00/Hr
Overtime Inspection Fee During Weekends & Holidays	The hourly rate of \$240.00/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	\$160.00/Hr with two (2) hour minimum charge for each inspection
Overtime Inspection Fee During Regular Business Week	The hourly rate of <u>\$240.00/Hr</u>
Overtime Inspection Fee During Weekends & Holidays	The hourly rate of <u>\$240.00/Hr</u> 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



**CITY OF SAN RAMON
FY 2020/2021 FEE RESOLUTION**

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 \$240.00/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	\$160.00/Hr with two (2) hour minimum charge for each inspection
Overtime Inspection Fee During Regular Business Week	The hourly rate of \$240.00/Hr
Overtime Inspection Fee During Weekends & Holidays	The hourly rate of \$240.00/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 \$160.00/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



**CITY OF SAN RAMON
FY 2020/2021 FEE RESOLUTION**

DESCRIPTION OF SERVICE	APPROVED FEE
Permit Inspection Fee – Non-Routine Projects	The hourly rate of \$160.00/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
Stormwater Quality Device (C.3) Inspection	\$160.00/Hr with two (2) hour minimum
Permit Application, Filing, Inspection, and Review Fee – Special Projects	Fee will be charged on an hourly basis at \$160.00/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 \$240.00/Hr
Overtime Inspection Fee During Weekends and Holidays	The hourly rate of \$240.00/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 Consultant Fees – Consultant’s Cost + Administrative Fee
Major Subdivisions	\$2,000.00 + \$150.00/Lot Consultant Fees – Consultant’s Cost + Administrative Fee
Monument Checking Fee – Any error found in placement, course or identification of survey monuments shall require payment of fee as indicated	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



**CITY OF SAN RAMON
FY 2020/2021 FEE RESOLUTION**

DESCRIPTION OF SERVICE	APPROVED FEE
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
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
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