

CITY OF CALISTOGA CALIFORNIA

BOOK OF FEES

Description	Authority	Effective Date
Administrative Services Department	Resolution No. 2023-052	08/20/2023

Application Type	FEES
Document Copying (per page <10 pages)	No Cost
8½"x11" and 8½"x14" per page 11"x17" per page	\$0.20
C size drawing (18"X24")	\$0.25
D size drawing (24"X36")	\$2.10
E size drawing (36"X48")	\$4.20
Any size not listed – per square foot of paper or any fraction thereof	\$8.40
Document Recording with County Clerk Recorders Office	Actual costs
Staff Time based on the Citywide Fee Reimbursement Schedule	Actual costs
Mileage Costs (To and From) per IRS rate established (https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2023-business-use-increases-3-cents-per-mile)	Actual costs
Video/Audio Recording(s) of City Council or Planning Commission Meetings (placed on CD, DVD, flash drive, etc. as applicable)	Actual Costs
Printed documents (i.e., general plan, budget, zoning ord., etc.)	Actual Costs
Video Recordings of Meetings	Actual Costs
FPPC Document Copying (per page - State law) (per page)	\$0.10
Notary Public Fee (per document - State law) (per document)	\$15.00
Returned Check Service Charge - Actual Cost from the City's Financial Institution	\$35
Administrative Fee (Staff) - Charge to returned checks to collect payment again	\$28
Release of Claim of Lien (in addition to fee imposed by the County)	\$14
Community Facility District or Other Assessment District formation fees	Time- \$8,000 minimum deposit
Credit Card Convenience Fees: the convenience fee shall be 3% of the transaction amount. This fee shall be applied to all credit card transactions and fee schedules where credit cards may be used except payment of utility charges or Parks and Recreation activity fees. There is no fee to pay by e-check or debit card.	3%

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/2023	Adopted

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Description	Authority	Effective Date
BUILDING SERVICE FEES	Resolution No. 2023-051	09/18/2023

Fee Schedule	
A.	<p>BUILDING SERVICE FEES</p> <p>The purpose of this fee is to cover all costs incurred by the City for processing, reviewing, and inspecting permits issued or reviewed by the Building Division. These costs include, but are not limited to, attorney, engineering, environmental, planning, and financial costs. Moreover, these costs may result from the work of employees or independent contractors and consultants in the City.</p> <p>City staff hourly fees cover costs for direct labor, maintenance, and operation, and overhead. Rates are determined from time to time by the City's work order system. Rates as of the date of the current authority are included in the Citywide Fee Reimbursement schedule.</p> <p>Pass-through fees cover costs for specific out-of-pocket costs incurred by the City on behalf of an applicant. The initial deposit shall be the amount shown on the Planning Commission fee schedule or as set forth below. This deposit shall be supplemented by the applicant as needed to maintain a positive fund balance. No work will be undertaken on a project application with a negative fund balance. Any funds advanced by an applicant which are not expended will be refunded after final project approval.</p> <p>A technology fee shall be charged as an additional permit fee for all planning applications involving Zoning Administrator review. The amount of the fee shall be 8% of the fee/deposit charged as identified in the above sections. The fee shall be used for entitlement document scanning costs, city's E-Government and Information Systems) programs, along with their operating and maintenance costs.</p>
B	<p>The City shall pass through all the fees related to outside contractors, consultants, attorneys etc.to the project applicants. The City shall add an administrative fee of 15% to the invoices from the outside vendors to recover the costs related to managing consultants, processing accounts payable functions and providing general oversight support to the vendors working on development projects.</p>
C.	<p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>
D.	<p>Developer Deposit Accounts:</p> <p>*"Developer Deposit Aaccounts (DDA)" are used to recover costs for processing more-complicated applications. Staff estimates the number of hours of staff time that will be required to process the applications by task, such as meetings with the applicant and their representative(s); reviewing the application for completeness; coordinating the review</p>

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	of other agencies; preparing environmental documentation, public notices, reports, resolutions, and ordinances; attending public meetings and following up on application approvals. This number of estimated hours is then multiplied by the hourly staff cost and becomes the deposit required to accompany an entitlement application.
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FEE TABLE

Valuation	Base Fee	Rate Per Unit
\$1 to \$500	\$191.70	
\$501 to \$2,000	\$191.70	\$14.13 per \$100*
\$2001 to \$25,000	\$403.65	\$16.38 per \$1,000*
\$25,001 to \$50,000	\$780.30	\$17.06 per \$1,000*
\$50,001 to \$100,000	\$1,206.90	\$4.27 per \$1,000*
\$100,001 to \$500,000	\$1,420.20	\$11.65 per \$1,000*
\$500,001 to \$1,000,000	\$6,081.75	\$5.12 per \$1,000*
\$1,000,001 and over	\$8,640.00	\$3.15 per \$1,000*

* Or fraction thereof over base \$ amount in valuation range.

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-051	07/18/2023	Adopted

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Description	Authority	Effective Date
MECHANICAL, ELECTRICAL, PLUMBING PERMIT FEES	Resolution No. 2023-052	08/20/2023

FEE TABLES

Description	Fixed Fee Per Unit	Description	Fixed Fee Per Unit
Mechanical Permit		Plumbing Permit	
FAU (Btu/h<100k)	\$ 22.72	Traps and Drains	\$ 12.77
FAU (Btu/h>100k)	\$ 27.94	Sewer Laterals	\$ 24.65
Repairs/Additions	\$ 21.03	Water Heater	\$ 15.89
Vents & Fans	\$ 11.13	Water Piping Sys.	\$ 6.33
Boilers, Compressors & Absorption Systems		Interceptors	\$ 24.89
Btu/h<100k	\$ 22.56	Backflow <2"	\$ 15.89
100k<Btu/h<500k	\$ 41.68	Backflow >2"	\$ 31.80
500k<Btu/h<1m	\$ 57.18	Vac. Brk. (\$15.89 min.)	\$ 3.22
1m<Btu/h<1.75m	\$ 85.12	Lawn Sprklr. Sys.	\$ 18.91
1.75m<Btu/h	\$ 142.22	Gas Outls (\$6.33 min.)	\$ 1.58
AIR<10,000 cfm	\$ 16.34	Private Spa	\$ 31.80
AIR>10,000 cfm	\$ 27.77	Private Pool	\$ 62.00
Evap. Cooler	\$ 16.34	Other	\$ 141/hr
Hood System	\$ 16.34		
Incinerators	\$ 22.26		
Miscellaneous	\$ 16.34		
Other	\$ 141/hr		
Electrical Permit			
System Fee (R sf / R ml)	\$ 0.10 / 0.09		
Pool System	\$ 62.00		
Appliances	\$ 6.28		
Outlets/Fixtures	\$ 1.58		
Busways	\$ 9.31		
Power Apparatus (motors, generators, etc.)			
HP<1	\$ 6.28		
1<HP<10	\$ 15.73		
10<HP<50	\$ 31.51		
50<HP<100	\$ 62.99		
HP>100	\$ 92.50		
Service Panels (A = amps)			
A<200	\$ 92.25		
200<A<1000	\$ 92.25		
A>1000	\$ 157.44		
Signs (exit, etc.)	\$ 31.06		
Temp. Service	\$ 23.50		

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Description	Authority	Effective Date
GRADING PERMIT FEES	Resolution No. 2023-052	08/20/2023

Fee Table

Description	Fixed Fee Per Unit Permit Fee	Fixed Fee Per Unit Plan Review Fee
50 Cubic Yards (38.2 m3) or less	\$62.00	No Fee
51 to 100 Cubic Yards (40 m3 to 76.5 m3)	\$62.00	\$62.00
101 to 1,000 Cubic Yards (77.2 m3 to 764.6m3)	\$62.00 for the first 100 cy, plus \$23.50 for each additional 100 cy or fraction thereof	\$62.00
1,001 to 10,000 Cubic Yards (765.3 m3 to 7645.5m3)	\$250 for the first 1,000 cy, plus \$14.50 for each additional 1,000 cy or fraction thereof	\$62.00
10,001 to 100,000 cubic Yards (7646.3 m3 to 76,455 m3)	\$375.00 for the first 10,000 cy, plus \$62.00 for each additional 10,000 cy or fraction thereof	\$62.00 for the first 10,000 cy, plus \$24.50 for each additional 10,000 cy or fraction thereof
100,001 Cubic Yards or more (776,456 m3)	\$1050.00 for the first 100,000 cy, plus \$36.50 for each additional 10,000 cy or fraction thereof	\$62.00 for the first 10,000 cy, plus \$24.50 for each additional 10,000 cy or fraction thereof

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Description	Authority	Effective Date
CITYWIDE SERVICE/REIMBURSEMENT FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule	
A.	<p>COST RECOVERY FEES</p> <p>The City provides a combination of public services and specific services. As defined in the Government Finance Officers Association publication, <i>Financial Policies: Design and Implementation</i>, a “public” service is one in which a citizen cannot choose to be excluded or one which delivers a benefit to the general public. For example, routine police patrols are a public service (one which provides a public good and which an individual citizen cannot opt out of) whereas police presence at a special event, such as a concert, would be a specific service. The purpose of this fee category is to recover costs pertaining to the services that are of special benefit to easily identified individuals or groups. These fees will not apply to public services. The reimbursement rate formula is based on the total cost of delivering the services, including direct costs such as salaries and benefits, indirect costs such as departmental administration costs, and citywide support costs such as accounting, personnel, data processing, vehicle maintenance, and insurance. All fees are hourly rates. A fee as a means of cost recovery for a special service/reimbursement is calculated as follows.</p> <p>Hourly salary and benefit rate (top step), plus maintenance and operations expense as calculated of the hourly salary and benefit rate, plus indirect costs (General Support Services Costs) calculated as of the hourly salary and benefit rate.</p> <p>Example: \$50.00 – hourly and benefit rate +12.50 – Department Operating Expense +10.00 – Indirect Costs: General Support Services Cost \$72.50 – service fee</p>
B	<p>WORK ORDER BILLING</p> <p>The purpose of these fees is to recover costs related to providing complete engineering, development services, economic development and other community development and public works services related to consultation, studies, designs, investigations, planning, economic development activities, and capital improvement projects. These fees are also designed to allow the City to recover costs related to special events and other non-city sponsored functions.</p>
C	<p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>

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Employee Classifications	Hourly Rate	Overtime Rate
Administrative Services Director	\$187	
Associate Civil Engineer	\$126	
Building Official	\$141	
City Clerk	\$128	
Deputy Public Works Director	\$152	
Fire Chief	\$207	
Lieutenant	\$166	
Maintenance Superintendent	\$128	
Planning and Building Director	\$187	
Police Chief	\$219	
Public Works Director/City Engineer	\$187	
Recreation Director	\$187	
Senior Civil Engineer	\$136	
Senior Planner/Assistant to Civil Manager	\$136	
Utility Systems Superintendent	\$134	
CALPERS NOT ALLOWED IN OVERTIME RATE		
Accounting Assistant	\$86	\$69
Administrative Services Technician	\$93	\$80
Associate Planner	\$120	\$113
Chief Plant Operator	\$129	\$123
Community Services Officer	\$99	\$85
Dispatch Supervisor	\$108	\$99
Dispatcher	\$99	\$85
Fire Captain	\$105	\$87
Fire Engineer	\$95	\$80
Fire Fighter	\$93	\$72
Maintenance Technician I	\$89	\$72
Maintenance Technician II	\$94	\$80
Permit Technician	\$98	\$82
Plant Operator I	\$106	\$91
Plant Operator II	\$114	\$102
Police Officer	\$117	\$108
Recreation Coordinator	\$89	\$70
Senior Accounting Assistant	\$92	\$77
Senior Maintenance Technician	\$105	\$93
Senior Plant Operator	\$80	\$70
Sergeant	\$137	\$127

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

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	Authority	Effective Date
PARK AND RECREATION FEES	Resolution No. 2023-052	08/20/2023

Parks																																									
A.	<p>The City of Calistoga Parks and Recreation programs promote community health and wellness. The fees established by the City of Calistoga are relatively lower and subsidized by the General Fund to provide a greater level of access and equity to the community.</p> <p align="center">ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>																																								
A.	<p>LOGVY AND PIONEER PARKS</p> <p>Application Status:</p> <table> <tr> <td>Calistoga Residence Deposit</td> <td align="right">\$350</td> </tr> <tr> <td>Calistoga Residence Application Fee</td> <td align="right">\$50</td> </tr> <tr> <td>Calistoga Residence Hourly Rental Fee</td> <td align="right">\$56</td> </tr> <tr> <td>Calistoga Residence Optional Softball Bases/Field Lining</td> <td align="right">\$50/75</td> </tr> <tr> <td>Soccer Balls & Goals/Field</td> <td align="right">\$100/280</td> </tr> </table> <table> <tr> <td>Non-Residents Deposit</td> <td align="right">\$350</td> </tr> <tr> <td>Non-Residents Application Fee</td> <td align="right">\$50</td> </tr> <tr> <td>Non-Residents Hourly Rental Fee</td> <td align="right">\$200</td> </tr> <tr> <td>Non-Residents Hourly Optional Softball Bases/Field Lining</td> <td align="right">\$50/75</td> </tr> <tr> <td>Soccer Balls & Goals/Field</td> <td align="right">\$100/280</td> </tr> </table> <table> <tr> <td>Calistoga Non-Profit Non-Profit Deposit</td> <td align="right">\$350</td> </tr> <tr> <td>Non-Profit Application Fee</td> <td align="right">\$50</td> </tr> <tr> <td>Non-Profit Hourly Rental Fee</td> <td align="right">\$24</td> </tr> <tr> <td>Non-Profit Hourly Optional Softball Bases/Field Lining</td> <td align="right">\$50/75</td> </tr> <tr> <td>Soccer Balls & Goals/Field</td> <td align="right">\$100/280</td> </tr> </table> <table> <tr> <td>All Other Non-Profit Non-Profit Deposit</td> <td align="right">\$350</td> </tr> <tr> <td>Non-Profit Application Fee</td> <td align="right">\$50</td> </tr> <tr> <td>Non-Profit Hourly Rental Fee</td> <td align="right">\$56</td> </tr> <tr> <td>Non-Profit Hourly Optional Softball Bases/Field Lining</td> <td align="right">\$50/75</td> </tr> <tr> <td>Soccer Balls & Goals/Field</td> <td align="right">\$100/280</td> </tr> </table>	Calistoga Residence Deposit	\$350	Calistoga Residence Application Fee	\$50	Calistoga Residence Hourly Rental Fee	\$56	Calistoga Residence Optional Softball Bases/Field Lining	\$50/75	Soccer Balls & Goals/Field	\$100/280	Non-Residents Deposit	\$350	Non-Residents Application Fee	\$50	Non-Residents Hourly Rental Fee	\$200	Non-Residents Hourly Optional Softball Bases/Field Lining	\$50/75	Soccer Balls & Goals/Field	\$100/280	Calistoga Non-Profit Non-Profit Deposit	\$350	Non-Profit Application Fee	\$50	Non-Profit Hourly Rental Fee	\$24	Non-Profit Hourly Optional Softball Bases/Field Lining	\$50/75	Soccer Balls & Goals/Field	\$100/280	All Other Non-Profit Non-Profit Deposit	\$350	Non-Profit Application Fee	\$50	Non-Profit Hourly Rental Fee	\$56	Non-Profit Hourly Optional Softball Bases/Field Lining	\$50/75	Soccer Balls & Goals/Field	\$100/280
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Facility – Calistoga Community Pool		
C.	Application Status Calistoga Resident:	
	Deposit	\$500
	Application Fee	\$50
	Rental Fee (0-100 people)	\$100
	Rental Fee (101-200 people)	\$150
	Application Status Calistoga Non-Resident:	
	Deposit	\$500
	Application Fee	\$50
	Rental Fee (0-100 people)	\$150
	Rental Fee (101-200 people)	\$200
	Application Status Calistoga Non-profit:	
	Deposit	\$500
	Application Fee	\$50
	Rental Fee (0-100 people)	\$100
	Rental Fee (101-200 people)	\$150
	Application Status All Other Non-profit:	
	Deposit	\$500
	Application Fee	\$50
	Rental Fee (0-100 people)	\$150
	Rental Fee (101-200 people)	\$200
Application Status Calistoga Business/Commercial:		
Deposit	\$500	
Application Fee	\$50	
Rental Fee (0-100 people)	\$200	
Rental Fee (101-200 people)	\$400	

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Other Events & Associated Fees		
D.	Event Parade: Application Fee \$50 Associated Fees Applicant billed for all additional event costs.	
	Event Street Usage with & without: Application Fee \$50 Associated Fee Applicant billed for all additional event costs.	
	Event on Public Property: Application Fee \$50 Associated Fee Applicant billed for all additional event costs.	
	Event Filming & Photography: Application Fee \$50 Associated Fee Applicant billed for all additional event costs.	
	Event Inspection Fee: Associated Fee Based on event needs and plans. Applicant will be responsible for all inspection fees.**	
	Event Expedition Fee: Associated Fee \$250**	
	Event Tent Permit: Associated Fee Tent Permit: (chrome-www.ci.calistoga.ca.us/)	
	** These inspection and expedition fees will be billed regardless of any fee exemption the event may have.	
	Additional Fees*	

Additional Fees	
E.	<p>City of Calistoga Service Delivery Departments: Police, Fire, Public Works, Recreation and Planning and Building Services</p> <p>Actual Cost per the Citywide Fee Recovery Fees + 15% Administrative Overhead</p> <p>*Fees will initially be provided as an estimate and are subject to change on final invoice</p>

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

CITY OF CALISTOGA CALIFORNIA

SPECIAL EVENTS PERMIT FEES

Description	Authority	Effective Date
SPECIAL EVENTS PERMIT FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule	
A.	<p>The Special Events Permit in the City of Calistoga involves multiple departments and logistics. The City of Calistoga will ensure that the special events costs are fully recovered. The City shall pass through all the fees related to outside contractors, consultants, attorneys etc.to the project applicants. The City shall add an administrative fee of 15% to the invoices from the outside vendors to recover the costs related to managing contractors and processing accounts payable functions/ providing general oversight.</p> <p>The cost recovery fees related to the City of Calistoga shall be calculated based on the fee schedule as published in the Citywide Reimbursement Fees.</p> <p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>
B.	<p>Event Type: Public Facility Use</p> <p>I. Event Description: General Public Facility Use Any event which is planning on using one of the City of Calistoga Facilities for personal or commercial use – This includes the Community Center, Pioneer Park, Logvy Park, Community Pool or Monhoff Center Deadline: Minimum of 30 days – 1 year in advance. Application Fee: \$50</p> <p>Additional Fees: \$350 Deposit Hourly Fee: Based on actual costs</p> <p>II. Event Description: City Council Approved Committees/Commissions Any event held by the City Council approved committees, commissions, or ad hoc/regular committees working on the City Council initiatives. No fees required for the use of City facilities.</p>
C.	<p>Event Type: Street Usage & Closure</p> <p>Event Description: Any event which takes place on a street or sidewalk – this includes events with and without street closures. Please NOTE: If you are requesting Lincoln Ave. then an additional permit is required from Cal Trans. Deadline: Minimum of 30 days – 1 year in advance. Application Fee: \$50 Additional Fees Fee: Based on actual costs</p>

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SPECIAL EVENTS PERMIT FEES

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D.	<p>Event Type: Event on Public Property</p> <p>Event Description: Any event held on public property may include city parking lots and other public property.</p> <p>Deadline: Minimum of 30 days – 1 year in advance.</p> <p>Application Fee: \$50</p> <p>Additional Fees: \$350 Deposit Hourly Fee: Varies</p>
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E.	<p>Event Type: Filming/ Photography</p> <p>Event Description: Event which is planning on filming or holding any type of photo shoot within City limits.</p> <p>Deadline: Minimum of 72 hours.</p> <p>Application Fee: \$50</p> <p>Additional Fees Fee: varies based on event costs.</p>
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F.	<p>Event Type: Alcohol Sellers Permit</p> <p>Event Description: This permit is needed if your event plans to sell alcohol. Will be required for final special event permit to be approved.</p> <p>Deadline: Contact Alcoholic Beverage Control (ABC) directly for requirements</p> <p>Application Fee: See ABC</p> <p>Additional Fees: See ABC</p> <p>Form Needed: ABC</p>
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G.	<p>Event Type: Lincoln Avenue Banner Permit</p> <p>Event Description: This is a separate permit and is required to be eligible to place a banner across Lincoln Ave. This can be obtained from the Public Works Department.</p> <p>Deadline: Up to 1 year in advance and are issued as received based on availability</p> <p>Application Fee: \$320</p> <p>Additional Fees City Installed: \$320 Contractor Installed: \$160 refundable deposit.</p> <p>Form Needed PW</p>
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SPECIAL EVENTS PERMIT FEES

H.	<p>Event Type: Encroachment Permit</p> <p>Event Description: This permit is required to perform work or use any portion of a city sidewalk or street within the public right of way. This is included in the special event permit if you are NOT doing any street or sidewalk modification.</p> <p>Deadline: Application Fee: \$40 (may require an additional 5% inspection fee on the estimated cost of work)</p> <p>Additional Fees: N/A.</p> <p>Form Needed: PW</p>
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SEP – Special Event Permit application

NCEMD – Napa County Department of Environmental Management

(<http://www.countyofnapa.org/Pages/DepartmentContent.aspx?id=4294967929#TemporaryEvents>) PW – Contact Public Works for the appropriate permit application

ABC – Alcohol Beverage Control (<http://www.abc.ca.gov/>)

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

CITY OF CALISTOGA CALIFORNIA

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Description	Authority	Effective Date
RECREATION PROGRAM FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule	
<p>The City of Calistoga recreation programs are primarily funded through the general revenues. The City has historically established a very low fee schedule to ensure the residents of the City have access to the City facilities and amenities.</p>	
A.	<p>Pool Admission Prices</p> <p>Daily Fees for Lap & Rec Swim Seniors (55+) \$6 Adults (18+) \$8 Youth (Under 18) FREE</p> <p>Daily Fees for Water Aerobics Seniors (55+) \$8 Adults (18+) \$10</p> <p>For 10 Punch Pass Lap & Rec Swim Seniors (55+) \$60 Adults (18+) \$80</p> <p>For 10 Punch Pass Water Aerobics Seniors (55+) \$80 Adults (18+) \$100</p>
B	<p>Season Pass April-September, 2023 Includes water aerobics, lap swim, and rec swim Calistoga Resident Must provide proof of residency Residents (all ages) FREE Non-Resident Seniors (55+) \$400 Adults (18+) \$550 Family (two adults) \$750 Youth (11-17 yrs) FREE Must have a signed registration form to come to the pool without an adult.</p>
C.	<p>Merchandise</p> <p>Sweatshirt \$25 Adult Goggles \$10 Towel \$10 Youth Goggles \$7 Swim Diaper \$2 Light Weights \$20 Kickboard \$10</p>

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

CITY OF CALISTOGA CALIFORNIA

BOOK OF FEES

Description	Authority	Effective Date
PLANNING SERVICE FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule	
A.	<p>PLANNING SERVICE FEES</p> <p>The purpose of this fee is to cover all costs incurred by the City for processing, reviewing and drafting all kinds of major development related documents. These costs include, but are not limited to, attorney, engineering, environmental, planning, and financial costs. Moreover, these costs may result from the work of employees or independent contractors and consultants to the City.</p> <p>City staff hourly fees cover costs for direct labor, maintenance and operation, and overhead. Rates are determined from time to time by the City's work order system. Rates as of the date of the current authority are included in the Citywide Fee Reimbursement schedule.</p> <p>Pass-through fees cover costs for specific out-of-pocket costs incurred by the City on behalf of an applicant. The initial deposit shall be the amount shown on the Planning Commission fee schedule or as set forth below. This deposit shall be supplemented by the applicant as needed to maintain a positive fund balance. No work will be undertaken on a project application with a negative fund balance. Any funds advanced by an applicant which are not expended will be refunded after final project approval.</p> <p>A Reimbursement Agreement, when required, must be signed prior to an application being deemed complete. After an environmental determination has been made, the applicant will be given an estimated budget and time schedule for processing of the application. A revised estimated budget will be provided to the applicant if in the review process it becomes clear that the initial budget will be inadequate.</p> <p>A technology fee shall be charged as an additional permit fee for all planning applications involving Zoning Administrator review. The amount of the fee shall be 8% of the fee/deposit charged as identified in the above sections. The fee shall be used for entitlement document scanning costs, city's E-Government and Information Systems) programs, along with their operating and maintenance costs.</p>
B	<p>The City shall pass through all the fees related to outside contractors, consultants, attorneys etc.to the project applicants. The City shall add an administrative fee of 15% to the invoices from the outside vendors to recover the costs related to managing consultants, processing accounts payable functions and providing general oversight support to the vendors working on development projects.</p>
C.	<p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>

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D.	<p>Developer Deposit Accounts:</p> <p>*“Developer deposit accounts (DDA)” are used to recover costs for processing more- complicated applications. Staff estimates the number of hours of staff time that will be required to process the applications by task, such as meetings with the applicant and their representative(s); reviewing the application for completeness; coordinating the review of other agencies; preparing environmental documentation, public notices, reports, resolutions, and ordinances; attending public meetings and following up on application approvals. This number of estimated hours is then multiplied by the hourly staff cost and becomes the deposit required to accompany an entitlement application.</p>
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Application Type	Deposit*	FEE
Appeal of administrative decision to Planning Commission	\$1,000	\$870
Appeal of administrative decision to Planning Commission from Calistoga residents only. The fees shall be refunded if the appeals are successful		\$400
Appeal of Planning Commission decision to City Council	\$2,000	\$1,740
Appeal of administrative decision to Planning Commission from Calistoga residents only. The fees shall be refunded if the appeals are successful		\$400
Certificate of Compliance		\$870
Conceptual Review, Planning Commission	\$2,000	\$1,740
Design Review, administrative review	\$2,000	\$1,740
Design Review, administrative review – amendment	\$1,000	\$580
Design Review, administrative review – time extension	\$1,000	\$580
Design Review, Planning Commission review	\$4,000	\$3,480
Design Review, Planning Commission review – amendment	\$1,000	\$870
Design Review, Planning Commission review – time extension	\$1,000	\$870
Development Agreement	\$25,000	\$17,400
Environmental Analysis, Initial Study	\$2,500	\$5,800
Environmental Analysis, Environmental Impact Report	\$10,000	\$8,700
General Plan Amendment	\$1,500	\$10,440
General Plan Consistency Determination		\$1,160
Growth Management Allocation • with engineered water and wastewater study	\$500	\$1,160

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Home Occupation Permit		\$290
Lot Line Adjustment		\$870
Lot Merger		\$580
Municipal Code Amendment	\$10,000	\$8,700
Parcel Map	\$5,000	\$4,350
Parcel Map – revision	\$2,000	\$1,160
Parcel Map – time extension	\$1,000	\$870
Planned Development Plan	\$5,000	\$4,640
Planned Development Plan – major modification	\$3,000	\$2,320
Planned Development Plan – minor modification	\$2,000	\$1,740
Pre-Application Consultation, administrative review	\$1,000	\$1,160
Public Convenience & Necessity Determination	\$1,000	\$580
Reversion to Acreage	\$1,000	\$580
Sign Permit, administrative review		\$435
Sign Permit, administrative review – copy change		\$290
Sign Permit, Planning Commission review	\$500	\$870
Street Vacation	\$750	\$1,160
Temporary Use Permit		\$435
Tentative Map	\$5,000	\$8,700
Tentative Map – exception	\$750	\$1,740
Tentative Map – revision	\$1,250	\$2,320
Tentative Map – time extension	\$2,000	\$1,160
Use Permit, administrative review	\$2,000	\$1,450
Use Permit, administrative review – amendment	\$1,000	\$580
Use Permit, administrative review – time extension	\$1,000	\$290
Use Permit, Planning Commission review	\$2,500	\$4,640
Use Permit, Planning Commission – amendment	\$500	\$1,740
Use Permit, Planning Commission – time extension	\$2,000	\$1,160
Variance	\$1,500	\$3,480
Zoning Clearance		\$290
Zoning Map Amendment	\$2,500	\$6,960
Zoning Ordinance Interpretation	\$500	\$870
Zoning Ordinance Text Amendment	\$2,500	\$8,700

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

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Description	Authority	Effective Date
POLICE SERVICE FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule		
A.	<p>Police service fees are charged when the benefit applies to an individual or institution. These fees are not charged for general services that is the core function of the Police Department.</p> <p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>	
A.	ALCOHOL BEVERAGE PERMIT FOR CONCEALED WEAPONS PERMIT-ORIGINAL	\$20.00
	CONCEALED WEAPONS PERMIT- RENEWAL	\$250.00
	CRIMINAL BACKGROUND CHECK (LETTER OF CLEARANCE)	\$75.00
	RESIDENT FEE FOR FINGERPRINTING INK	\$20.00
	RESIDENT FEE FOR LIVE SCAN SERVICE	\$20.00
	NON- RESIDENT FEE FOR FINGERPRINTING INK	\$50.00
	NON- RESIDENT FEE FOR LIVE SCAN SERVICE	\$50.00

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B.	REPORT COPIES	
	TRAFFIC ACCIDENTS	\$25.00
	1 BLACK & WHITE COPY 8 ½ X 11	¢.10 PER PAGE
	1 BLACK WHITE COPY 11 X 7	¢.25 PER PAGE
	1 COLOR COPY 8 ½ X 11	¢.25 PER PAGE
	1 COLOR COPY 11 X 7	¢.75 PER PAGE
	CD COPY ELECTRIC RECORDS JEI AUDIBLE	\$1.00 EACH
	PHOTOGRAPHY DUPLICATION SECOND RESPONSE ORDINANCE REPO FEE	\$1.00 ACTUAL COST PER ORDINANCE
	SPECIAL EVENTS PERMIT	\$15.00 AS DETERMINED BY A1
	OTHER FILM	\$217 W/APPLICATION NON- REFUNDABLE
C.	TAXI PERMIT APPLICATION FEE	\$150.00
	TAXI PERMIT RENEWAL	\$150.00
	VEHICLE RELEASE	\$ 70.00
	VENDOR/PEDDLER PERMIT	\$ 32.00 + APPLICABLE LIVE SCAN FEE

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

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Description	Authority	Effective Date
PUBLIC WORKS DEPARTMENT FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule	
A.	<p>Public Works Departments fees are primarily related to the transportation permits, equipment rentals and services related to general infrastructure.</p> <p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>

Application Type	FEE
Burial Permit	\$40
Caltrans – HWY Maintenance (Hwy 29)- Annually	\$3,200 Max
Caltrans – HWY Maintenance (Hwy128)- Annually	\$600 Max
Developer Deposit Account – Citywide Fee Reimbursement Schedule	Fully Burden Hourly Rate
Encroachment Permit	\$40
Encroachment Permit –Cost of Work in Right of Way	5%
EV Charger – 1-3 Hours	Free
EV Charger – 4+ Hours	\$5 per Hour
Evangeline – Recyclables Enclosure – Annual Costs	\$250
Landscape Maintenance Districts – Palisades Subdivision	\$1,540 Max. Annually (Partial Reimbursement)
Landscape Maintenance Districts – Silverado Place Subdivision	\$999.90 Max. Annually (Partial Reimbursement)
Non-Routine Encroachment Permit	\$40
Non-Routine Encroachment Permit –Cost of Work in Right of Way	5%
Oversize Transportation Permit- Per Truck	\$25
Tree Removal Permit	\$40
Tree Removal Permit – Tree Mitigation Fee (per tree)	\$275 per Tree plus actual staff costs

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Rental Equipment – Cones (1 each per day)	\$7
Rental Equipment – Delineators Cones (1 each per day)	\$3
Rental Equipment – Barricades Cones (1 each per day)	\$7
Rental Equipment – Lighted Barricades Cones (1 each per day)	\$7
Supplies – No Parking Signs Cones (1 each per day)	\$2
Supplies - Sandbags	\$0.50 each, first 25 Free

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted

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Description	Authority	Effective Date
PUBLIC WORKS DEPARMENT RECYCLED WATER PERMIT FEES	Resolution No. 2023-052	08/20/2023

Fee Schedule	
A.	The use of potable water for street cleaning or construction purposes is not allowed, unless no other source of water or other method can be used or if necessary, to protect the health and safety of the public. The City of Calistoga recycles water and allows the sale of recycled water as part of the program.
B.	<p>ANNUAL ESCALATOR AND ADJUSTMENTS</p> <p>The fees will update each year based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) for 12 months ending on January 31 of each year. The updated fees and the new revenues will be included in the proposed budget to offset the costs of providing services. The fees shall also be adjusted if there are any other changes to the approved labor agreements, salary adjustments and other compensation approved by the City Council.</p>

Gallons Per Truck	Service Period (Discounted Rates Ends March 31)	FEE
500	February – December	\$600
1000	February – December	\$700
2000	February – December	\$900
3000	February – December	\$1,100
4000	February – December	\$1,250

Gallons Per Truck	Monthly Fee (After March 31 Discounted Rate Ends)	FEE
500	Monthly Rate	\$60 per month
1000	Monthly Rate	\$70 per month
2000	Monthly Rate	\$90 per month
3000	Monthly Rate	\$110 per month
4000	Monthly Rate	\$125 per month

HISTORY:

AUTHORITY	DATE	ACTION
Res No. 2023-052	06/20/23	Adopted