



Town of Ross  
31 Sir Francis Drake Boulevard  
P.O. Box 320  
Ross, CA 94957

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**Town Fee Schedule**  
*(effective June 13, 2016)*

## Administration and Finance

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	<u>Fee</u>
Business License <i>(fee depends on type of business)</i>	\$76 - \$131
Business License duplication/replacement	\$ 42
Business License application nonpayment	25% penalty*

(Business does not pay tax on time; the business is subject to 25% penalty. If not paid within 30 days, the penalty jumps up to 40%)

Business license tax (*)	gross receipts
\$1,000 - \$2,000	\$15/quarter + 7.50
\$2,001 - \$4,000	\$25/qtr. + 10.50
\$4,001 - \$10,000	\$45/qtr. + 16.50
\$10,001 - \$100,000	\$75/qtr. + 25.50

(\*) Senate Bill 1186 (passed in 2012) added a \$1 state fee on any applicant for a local business license or similar instrument to pay for purposes of increasing disability access and compliance with construction related accessibility requirements. Local agencies retain 70% of the fees imposed.

Fee program administration 5% of impact fees

### Records Requests (1)

Building records	\$.10/page
Document printing and copying/paper	\$.10/page
Document printing and copying/digital	Deleted
Property files	Deleted
Records Research Services	\$.10/page

### Returned check processing

First one (1)	\$25
Each additional (2)	\$35

### Film Permit - Still or Video

Monday through Friday 8 a.m. to 5 p.m.	\$1,165
Film Permit - each additional hour	\$154

### Special event permits

Processing fee +	\$125
Reservation fee up to 4 hours	\$208
Up to 8 hours	\$417
Multiple days	(3)

Technology surcharge 6.3% of eligible costs

(1) CA Government Code §6253

(2) CA Civil Code §1719

(3) Fee based on use areas, percentage of sales, Town costs etc.

## Building

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	<u>Fee</u>
<b>Administrative</b>	
Construction penalty appeal	\$1,598
Work started without a permit	\$20% project value+ (4)
<b>Technology Surcharge Fee</b>	6.3% of eligible costs
<b>Building Records</b>	
Document retention/sheet	\$10/plan sheet

(4) For work started without a permit, an investigation fee will be collected whether or not a permit application is then or subsequently approved. The investigation fee shall be equal to the amount of the application fee required.

### General and miscellaneous

Certificate of Use and Occupancy (Finals)	\$405
Code enforcement hourly fee	\$203/hour
Inspections investigation for which no fee is specifically indicated (2-hr minimum)	\$203/hour 2-hour min.
Inspections outside of normal business hours (2-hr minimum)	\$203/hour 2-hour min.
Reroofing Roof Area <=1,500 sf	\$405
Reroofing 1,500 SF < Roof Area < 3,000 SF	\$608
Reroofing Roof Area > 3,000 SF	\$862

### Building Permit Fee (based on Valuation and new ranges)

\$1 to \$10,000	\$456
\$10,001 to \$25,000	\$456
For each \$1,000 (above \$10,000 to \$25,000)	\$36.38
\$25,001 to \$50,000	\$1,002
For each \$1,000 (above \$25,000 to \$50,000)	\$24.43
\$50,001 to \$100,000	\$1,613
For each \$1,000 (above \$50,000 to \$100,000)	\$20.33
\$100,001 to \$250,000	\$2,629
For each \$1,000 (above \$100,000 to \$250,000)	\$13.58
\$250,001 to \$500,000	\$4,667
For each \$1,000 (above \$250,000 to \$500,000)	\$12.14
\$500,001 to \$1,000,000	\$7,701
For each \$1,000 (above \$500,000 to \$1,000,000)	\$10.47
\$1,000,001 to \$2,000,000	\$12,935
For each \$1,000 (above \$1,000,000 to \$2,000,000)	\$8.72

\$2,000,000 and up	\$21,651
For each \$1,000 (above \$2,000,000)	\$6.97
<b>Building Plan Review Deposit (based on Valuation)</b>	
\$1 to \$10,000	\$596 Deposit
\$10,001 to \$25,000	\$1,205 Deposit
\$25,001 to \$50,000	\$1,711 Deposit
\$50,001 to \$100,000	\$2,409 Deposit
\$100,001 to \$250,000	\$3,423 Deposit
\$250,001 to \$500,000	\$5,861 Deposit
\$500,001 to \$1,000,000	\$9,504 Deposit
\$1,000,001 to \$2,000,000	\$16,598 Deposit
\$2,000,000 and up	\$23,502 Deposit
Additional plan review required by changes, additions, or revisions to plans and methods,	\$203/hour Building \$191/hour Planning
<b>Electrical permits</b>	
Hourly rate for inspections, plan reviews, re-inspections	\$203/hour
<b>Elevator permits</b>	Valuation
<b>Resales</b>	
Resale inspection(2,500' or <=)	\$650
Resale inspection between 2,500' - 5,000'	\$800
Resale inspection (5,000' or >)	\$1,000
<b>Over the Counter Bldg. Permit w/o Plan Check</b>	
New Furnace or A/C Replacement	\$200
New Electrical Service Panel or Replacement	\$200
New Water Heater or Replacement	\$200
1 Inspections	\$253
2 Inspections	\$355
3 Inspections	\$507
<b>PV Solar Plan Review and Inspection (OTC)</b>	
Residential <= 15kW	\$698
Residential >15kW	\$1,002
Commercial <= 50kW	\$1,407
< 50kW Commercial < 250kW	\$2,016
Commercial > 250kW	\$2,624
<b>Additional Fees as Applicable to Some Permits</b>	
ESCP/MCSTOPPP Compliance	\$2,045
Graywater System - Laundry to Landscape	\$304
Graywater System - Simple	\$405
Graywater System - Complex	\$963

**Public Works**

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**Fee**

**Administrative**

Records retention -permit w/ no building permit \$10/plan sheet grading, landscaping  
 Hourly rate for plan review, inspections, code enforcement \$220

**Encroachment permits**

Simple (no construction involved) \$365  
 Simple (involves construction, not within paved roadway) \$535  
 Simple (construction, not within paved roadway) - Each additional day \$220  
 Standard (involves construction, within paved roadway) \$1,500 Minimum Deposit  
 Major (large utility project) \$2,279 Minimum Deposit

**Flood zone**

Determination letter \$321/letter  
 Development appeal \$220/hr.

**Excavating, grading and fill permits**

Simple (0 to 20 cubic yards) \$630 fee amount  
 Standard (over 20 cubic yards involves construction) \$4,367 Minimum deposit.

Total fee determined after plan review

**Street**

Address change \$3,181 Deposit  
 Barricade service \$490  
 Name change \$6,500 Minimum Deposit  
 Repair damaged sidewalks \$full cost  
 Vacating of roads or easements \$3,700 Deposit  
 Tree destruction (Muni code Chapter 12.24) \$1,042/day  
 Tree removal (any tree requiring removal) @cost +

**Trench cut**

Fee Based on Estimated  
 Impact of Cut

## Impact

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### Fee

Drainage	1.0% of valuation
General plan	.35% of valuation
Road	1.0% of valuation +\$3/cubic yard for import/export for demolition activity, earthwork, site work
In Lieu Tree Fee	\$750 per 3 inches of tree replacement diameter

## Planning

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### Fee

#### **Administrative**

Appeal to Town Council (Applicant Appeal)	\$2,481
Appeal to Town Council (Non-Applicant Appeal)	\$1,500
Contract Administration	20% of cost
Public Convenience and Necessity Letter- ABC	\$382
Penalty for after fact application	3x app fee
Recording	\$191
Records retention	\$10/plan sheet

#### **Second Units**

Administrative Review	\$960
Town Council Review	\$4,442

#### **Hourly**

Hourly Rate	\$191
Planning research	\$382 Deposit
Planning staff	\$382 Deposit
Town attorney	@cost + 10%

#### **Violations and Abatements- Related to Land Use**

Code enforcement	\$191/hr. + any code enforcement penalties
Violations and abatements	\$191/hr. + any code enforcement penalties

#### **California Environmental Quality Act**

Categorical Exemption	\$191
Initial study and environmental review- Contract Out	@cost + 25%
Environmental impact reports, studies	@cost + 25% Deposit
EIR mitigation monitoring	@cost + 25% Deposit
EIR Neg Dec mitigation monitoring	@cost + 25% Deposit

#### **Design review**

Administrative changes to an approved project	\$763
Amendments to a previous approval	\$4,239 Deposit
Advisory design review- Formal	\$1,908
Minor- Up to 1,999 square feet of floor area	\$4,661 Deposit
Major- 2,000 square feet or more of floor area	\$6,569 Deposit

#### **Demolition permit**

Demolition Permit	\$1,908 Deposit
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**Development agreement**

Initial	\$9,745 Deposit
Annual review	\$3,707 Deposit
Amendment	\$5,506 Deposit
Zoning amendment or pre-zoning	\$8,478 Deposit

**General Plan and Zoning Ordinance Amendments**

Amendment	\$8,478 Deposit
Specific plan	\$8,478 Deposit
Consistency determination	\$3,816 Deposit
Annexation	\$9,323 Deposit

**Zoning**

Amendment or pre-zoning	\$8,014 Deposit
Zoning Ordinance Text and/or map	\$8,478 Deposit

**Hillside lot and/or Hazard Zone use permit**

\$1,400 Deposit

**Re-noticing, revised plans and continuances**

Public noticing	191 + postage
Construction time Limits Extension	\$787 Deposit
Extension of time for planning approval	\$2,500 Deposit
Re-noticing/continuances/rehearing	191 + postage
Reasonable accommodation request	\$2,314 Deposit

**Subdivision application filing**

Tentative Map-Minor (4 or less lots)	\$7,205 Deposit
Tentative Map-Major (5 or more)	\$8,731 Deposit
Tentative Map Amendment	\$4,915 Deposit
Tentative Map Waiver	\$2,787 Deposit
Tentative Map Extension	\$2,128 Deposit
Parcel Map	\$8,502 Deposit
Final Map	\$10,700 Deposit
Amended map of Certificate of completion	\$3,741 Deposit
Improvement plan check	\$10,700 Deposit
Improvement inspection	\$9,174 Deposit
Lot line adjustment	\$4,534 Deposit
Voluntary merger of lots	\$3,007 Deposit
Certificate of compliance	\$3,961 Deposit
Conditional exception	\$1,908 Deposit

**Tree removal permit**

First three trees	\$463
Each additional tree	\$89
Dead, Dying, and/or Town Identified Hazardous Trees- Up to 3	\$235

Each additional tree - Dead, Dying, and/or Town Identified Hazardous Trees	\$55
Dead, Dying, and/or Town Identified Hazardous Trees in Right-Of-Way	\$0
<b>Use Permit</b>	
Use	\$4,661 Deposit
Use permit amendment	\$3,285 Deposit
Home occupation (administrative)	\$191
Telecommunications Facilities	\$4,661 Deposit
<b>Nonconformity Permit</b>	\$3,285 Deposit
<b>Variances/exceptions</b>	
First variance	\$3,816 Deposit
Minor Exception	\$1,908
Exceptions for basement, attics	\$3,816 Deposit

## Police

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	<u>Fee</u>
ABC sign offs	\$26
Accident reports	\$10
Alarm Permit new	\$68
Alarm Permit annual renewal	\$35 every two years
Crime reports	\$10
Good conduct letter	\$35
Vehicle impound release	\$169
Traffic Management Plan Compliance	\$135
Code Compliance Check (per incident)	\$68
Code Enforcement Activities - Per Hour	\$135

### **Disturbance call back (social host ord.)**

First violation	\$ 782 + (5)
Second violation	\$ 1042 + (5)

(5) + recovery of costs of services to cover police response costs

### **Parking**

Improper parking	\$47
Improperly parked in space	\$47
In park, closed	\$47
No parking red zone	\$104
No parking green, yellow and white	\$52
Parking without 12' clearance	\$104
Overtime parking time zones	\$47
Resident parking permit (annual)	\$21
Tow away zone	\$52

### **Vehicle Code**

Vehicle Code (VC) 22500.1, No Parking, Fire Lane	\$167
VC 22500 F, No Parking, Blocking Sidewalk	\$70
VC 22507.8, Blue Zone, Handicap Only	\$344
VC 22500 B, No Parking on Crosswalk	\$70
VC 22500 E, No Parking Blocking Driveway	\$67
VC 22502 A, Parking 18' from Curb Wrong Way	\$63
VC 22514 No Parking 15' of Fire Hydrant	\$167
VC 22500 H, Double Parked	\$70
VC 22500 I, No Parking Bus Stop	\$311
VC 5200, Front and Rear Plate Required	\$117
VC 5204, No Current Registration Tag	\$117

## Recreation

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	<u>Fee</u>
Class and instructional cancellation	\$30
Drop-in for Kids club program	\$15/day minimum
Late school pick up	(6)
Pre-school cancellation	\$750
 <b>Registrations</b>	
Adult instructional classes	\$ 45 - \$ 575
Adult sports	\$ 105 - \$ 300
Field rental	\$40/hr - \$3,800/Season
Pre-school (7)	\$4,650 - \$11,500
Tennis court access fee (8)	\$200
Youth instructional classes	\$ 60 - \$ 400
Youth camps	\$ 50 - \$ 700
Youth sports	\$ 50 - \$ 700

(6) After school late fee is \$1/minute, pre-school is \$15 for first 15 minutes, \$10 per additional 5 minute period

(7) Pre-school cost is based on two, three and five day registrations for 9-1/2 months as St. John's school ends second week of June

(8) \$100/year, 2 year maximum prorated during 2 year cycle