



Master Fee Schedule

Contents

Administrative Services Fees	2
Building and Development Fees.....	6
Cannabis Permit Fees	18
Public Safety Fees	22
Park, Recreation and Facilities Fees	28

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Administrative Services Fees

ADMINISTRATIVE SERVICES

Fee Name	Fee Unit / Type	Fee	Deposit
Water Meter Test Charge			
On-site	each	\$100.00	
3rd party			
City Administrative Fee	each	\$100.00	
Consultant Fee	actual cost	Actual Cost	
New Water Account			
Owner	deposit		\$200
Renter	deposit		\$200
Backflow Device			
Annual Administration			
Annual Monitoring Administrative Fee	per year	\$77	
City Tested Devices			
City Staff Testing Administration	per year	\$77	
3rd party provider/contractor	actual cost	actual Cost	
New Device			
City Staff	per device	\$308	
3rd party provider/contractor	actual cost	actual Cost	
Water Test Fee			
City Administrative Fee	each	\$205.36	
Consultant Fee	actual cost	Actual Cost	
Bill Delinquency Charge			
	per bill	\$20.00	
Return Check Fee			
First Returned Check	per check	\$25.00	
Each Additional Check	per check	\$35.00	
Delinquent Account Reconnection Charge			
	each	\$50.00	
Inspection of Modification of Service			
City Administrative Fee	per service	\$350.00	
Consultant Fee	actual cost	Actual Cost	
Fire Hydrant Meter			
Meter Deposit	deposit		\$1,200.00
Usage Deposit	deposit		Est. Cost of Temp Service in Advance
City Administrative Fee	per month	\$50.00	
Water Usage	actual cost	Actual Cost	
After Hours Turn-On Fee			
	each	\$150.00	
Penalties			
		Greater of \$15 or current LAIF interest for penalization period	

ADMINISTRATIVE SERVICES

Fee Name	Fee Unit / Type	Fee	Deposit
Tampering Fee			
First occurrence	each	\$150.00	
Each subsequent occurrence	each	\$600.00	
For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.	hourly	\$154.02	

¹ When water service is discontinued for non-payment of bills, the City will apply a \$25 non-refundable fee to the delinquent account. The City may demand that the full amount of the delinquent bill, any subsequent bills, as well as any applied fees, be paid in full before service is restored. Additionally, a non-refundable after-hours fee of \$100 is payable for service requests outside City Hall business hours as stated at footnote 2.

² For after-hours water service (turn-on/service), a \$100 non-refundable fee plus any account balance due, as noted in footnote 1 above, is to be paid at the Cotati Police Department before the Public Works Department will be called out.

GENERAL ADMINISTRATIVE FEES

Fee Name	Fee Unit / Type	Deposit
Copy Fees		
8.5" x 14" or smaller	per page	\$0.10
Oversize documents, or documents requiring special processing	each	Actual Cost
Electronic copy (readily available)	each	No Charge
Electronic Copy (requiring data compilation, extraction, or programming to produce the record)	each	Actual Cost
CD Copy	each	Actual Cost
DVD Copy	each	Actual Cost
USB Drive Copy	each	Actual Cost
Solicitor Permit		
501 (c) (3)	each	\$30.67
All others - Blanket Permit	each	\$30.67
Identification card	each	\$30.67
Subpoena		
Deposition Subpoena	per day	\$275 per day as deposit in advance, plus actual cost. GC §6809.1; §6809.2
Records Subpoena	per request	\$15.00
For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.	hourly	\$122.69



Building and Development Fees

Important Information on Fees

If you are submitting an application for building permit or review by planning or engineering, you will be required to pay various fees associated with review and processing of your application(s). The following information is provided as a guide, but the specific circumstances of your application may result in multiple fees being assessed. Please ensure that you have a complete understanding of the various fees that may apply to your application before you submit. Most building permit costs are one-time fees while planning and engineering reviews are completed on a full cost recovery basis with initial deposits. The time to review, and therefore the cost, varies by complexity of the project, completeness of the information provided and applicant responsiveness. Building fees based on the valuation and details of your project and are due at time of permit issuance with some deposits due at application if outside plan check or inspection services are required. The vast majority of amounts listed in the Planning and Engineering sections are deposits unless otherwise noted as a fee and are due at time of application. Applicants are responsible for actual costs incurred including consultant costs and staff costs at fully burdened rates. For requested services of City staff for which no fee is listed in the Fee Schedule, the Director or Directors of the department or departments whose services are requested shall determine the appropriate fee based on current hourly rates of staff.

Please also note that the Cotati-Rohnert Park Unified School District and the Rancho Adobe Fire Protection District may also levy fees on your project. Those fees are not included here. You should contact those agencies directly to determine if additional fees apply.

If you have questions about fees that may apply to your project, please feel free to contact the Community Development Department at 707-665-3637.

Adopting Ordinances/Resolutions

Fee for services, Ordinance 692

Master Fee Schedule, eff. 07/27/2021 (Reso No. 2021-37)

Traffic Impact Fees, eff. 10/27/15 (Ord. 858, Reso 2015-71)

Water & Sewer connection fees – eff. 9/27/16 (Reso No. 2016-68)

Water Conservation Fee – Reso. No. 93-83

Annual Impact Fee Inflationary Adjustments – CMC 4.20 (when adopted to supersede other inflationary indices)

Affordable Housing In-Lieu (Ord. 782, Reso. 88-33A)

Commercial Linkage Fee April 12, 2006 (Ord. 782, Reso. 06-21)

Growth Management April 24, 1991 (Ord. 548)

Penalties for Unpermitted Construction November 9, 2016 (Ord. 864)

Park In Lieu 2004 (Ord. 766)

Bed Tax June 11, 1974 (Ord. 204)

PLANNING DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
Annexation	deposit		\$7,684
Appeals	flat	\$500	
Commercial Cannabis Permit			
Application	new application	\$6,943	
Renewal (Refer to cannabis permit section for detail)	bi-annual	\$2,750	
Design Review			
Administrative Review	flat	\$1,993	
Preliminary Review	deposit		\$6,000
Final Review	deposit		\$2,184
Environmental Review			
CEQA Exemption Determination	hourly	\$183	
Initial Study / Negative Declaration / Mitigated Negative Declaration			
City Administrative Fee	deposit		\$7,333
Consultant Costs	actual cost	actual cost	
Initial Study / Environmental Impact Report			
City Administrative Fee	deposit		\$7,333
Consultant Costs	actual cost	actual cost	
General Plan Amendment	deposit		\$16,070
Hillside Development Permit	deposit		\$2,184
Limited Term Permits	deposit		\$1,000
Pre-Application Reviews			
Single Family Home (Owner Occupied)	flat	actual cost	
Formal Conceptual Plan Review or Preliminary (with written comments)	flat	\$2,406	
Public Noticing / Re-Noticing	flat	actual cost	
Signs			
New Sign	flat	\$250	
Replacement	flat	\$100	
Master Sign Program / Planning Commission Review	deposit		\$2,200
Subdivisions			
Parcel Map	deposit		\$8,737
Tentative Subdivision Map	deposit		\$16,070
Time Extension	deposit		\$4,583

Fee Name	Fee Unit / Type	Fee	Deposit
Tree Removal			
Standard Removal			
First 5 Trees	flat	\$50 each tree	
Each Additional	each	\$92	
Removal Requiring Arborist			
City Staff Review	flat	\$733	
Consultant Review	actual cost	actual cost	
Penalty For Removal Without Permit	2 x standard removal fee +2x replacement value		
Use Determination	hourly	\$183	
Use Permit			
Minor Use Permit	deposit		\$1,818
Modification to previously approved Use Permit	deposit		\$3,284
Major Use Permit	deposit		\$4,369
Variance			
Minor	flat	\$1,467	
Major	deposit		\$3,667
Zoning Code /Zoning Map / PUD Amendment	deposit		\$11,000
Zoning Clearance or Research	actual cost	actual cost	
Planning Plan Check (of Building Plans/Permits)*	hourly	\$183	
For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.	Hourly * 1/2 hour minimum	\$183	

BUILDING PERMIT AND PLAN CHECK FEES

Fee Name	Fee Unit / Type	Fee	Deposit
Building Permit/Inspection - Single Family Residential			
\$500	base fee up to \$500	\$100	
each additional \$100 or fraction thereof	each additional \$100	\$5.00	
\$2,001	base fee @ 2,000	\$175	
each additional \$1000 or fraction thereof	each additional \$1,000	\$33.64	
\$25,001	base fee @ \$25,000	\$949	
each additional \$1000 or fraction thereof	each additional \$1,000	\$16.22	
\$50,001	base fee @ \$50,000	\$1,354	
each additional \$1000 or fraction thereof	each additional \$1,000	\$8.94	
\$100,001	base fee @ \$100,000	\$1,801	
each additional \$1000 or fraction thereof	each additional \$1,000	\$3.61	
\$500,001	base fee @ \$500,000	\$3,245	
each additional \$1000 or fraction thereof	each additional \$1,000	\$5.39	
\$1,000,001	base fee @ 1,000,000	\$5,939	
each additional \$1000 or fraction thereof	each additional \$1,000	\$5.94	
Building Permit/Inspection - Commercial/Multi-Family/Industrial			
\$500	base fee up to \$500	\$100	
each additional \$100 or fraction thereof	each additional \$100	\$5.00	
\$2,001	base fee @ 2,000	\$175	
each additional \$1000 or fraction thereof	each additional \$1,000	\$25.87	
\$25,001	base fee @ \$25,000	\$770	
each additional \$1000 or fraction thereof	each additional \$1,000	\$14.57	
\$50,001	base fee @ \$50,000	\$1,134	
each additional \$1000 or fraction thereof	each additional \$1,000	\$12.51	
\$100,001	base fee @ \$100,000	\$1,760	
each additional \$1000 or fraction thereof	each additional \$1,000	\$6.19	
\$500,001	base fee @ \$500,000	\$4,235	
each additional \$1000 or fraction thereof	each additional \$1,000	\$10.78	
\$1,000,001	base fee @ \$1,000,000	\$9,624	
each additional \$1000 or fraction thereof	each additional \$1,000	\$1.10	
\$5,000,001	base fee @ \$5,000,000	\$14,024	
each additional \$1000 or fraction thereof	each additional \$1,000	\$1.29	
\$10,000,001	base fee @ 10,000,000	\$20,486	
each additional \$1000 or fraction thereof	each additional \$1,000	\$2.05	
Building Plan Check			
In-House Plan Check	percentage	65% of building permit fee	

Third Party Consultant	actual costs	actual cost	
MISCELLANEOUS FEES - FLAT RATE PERMITS			
Fee Name	Fee Unit / Type	Fee	Deposit
Photovoltaic Systems (Solar Systems)			
Residential Roof Mount (Up to 15 kW)	flat	\$450	
Per kW over 15 kW	flat	\$15	
Commercial (Up to 50 kW)	flat	\$1,000	
Per kW between 51kW - 250kW	flat	\$7	
Per kW above 250kW	flat	\$5	
Energy (T24/CALGREEN)			
	each	\$120	
Re-roof			
Residential	each	\$450	
Commercial	each	\$921	
Minor Repair			
	each	\$520	

MECHANICAL, ELECTRICAL, PLUMBING PERMIT (MEP) AND PLAN CHECK FEES			
Fee Name	Fee Unit / Type	Fee	Deposit
Single Item Permit – Single Family Residential			
Water Heater	base*	\$180	
HVAC	base*	\$180	
Panel Upgrade	base*	\$250	
<i>* Does not include required state fees.</i>			
Electric Vehicle Charging Station			
Residential - Up to 50 Amps	flat	\$200	
Commercial - Up to 50 Amps	flat	\$495	
Commercial - Over 50 Amps	flat	\$674	
Stand Alone MEP Permit - Single Family Residential			
\$500	base fee up to \$500	\$90	
each additional \$100 or fraction thereof	each additional \$100	\$21.03	
\$2,001	base fee @ 2,000	\$406	
each additional \$1000 or fraction thereof	each additional \$1,000	\$6.87	
\$25,001	base fee @ \$25,000	\$564	
each additional \$1000 or fraction thereof	each additional \$1,000	\$2.75	
\$50,001	base fee @ \$50,000	\$632	
each additional \$1000 or fraction thereof	each additional \$1,000	\$4.95	
\$100,001	base fee @ \$100,000	\$880	
each additional \$1000 or fraction thereof	each additional \$1,000	\$1.19	
\$500,001	base fee @ \$500,000	\$1,354	
each additional \$1000 or fraction thereof	each additional \$1,000	\$1.17	
\$1,000,001	base fee @ 1,000,000	\$1,939	
each additional \$1000 or fraction thereof	each additional \$1,000	\$1.94	
For MEP work as a part of larger Building Permit	percentage of permit	25% of building permit fee	
Stand Alone MEP Permit - Commercial/Multi-Family/Industrial (Includes T24 Energy / CalGreen)			
\$500	base fee up to \$500	\$90	
each additional \$100 or fraction thereof	each additional \$100	\$21.03	
\$2,001	base fee @ 2,000	\$406	
each additional \$1000 or fraction thereof	each additional \$1,000	\$7.77	
\$25,001	base fee @ \$25,000	\$584	
each additional \$1000 or fraction thereof	each additional \$1,000	\$6.32	
\$50,001	base fee @ \$50,000	\$742	
each additional \$1000 or fraction thereof	each additional \$1,000	\$4.95	
\$100,001	base fee @ \$100,000	\$990	
each additional \$1000 or fraction thereof	each additional \$1,000	\$2.47	
\$500,001	base fee @ \$500,000	\$1,980	
each additional \$1000 or fraction thereof	each additional \$1,000	\$2.25	
\$1,000,001	base fee @ 1,000,000	\$3,107	
each additional \$1000 or fraction thereof	each additional \$1,000	\$0.64	
\$5,000,001	base fee @ 5,000,000	\$5,665	

each additional \$1000 or fraction thereof	each additional \$1,000	\$0.74	
\$10,000,001	base fee @ 10,000,000	\$9,349	
each additional \$1000 or fraction thereof For MEP work as a part of a larger Building Permit	each additional \$1,000 Percentage of Permit	\$0.93 25% of Building Permit Fee	

ADDITIONAL SERVICES			
Fee Name	Fee Unit / Type	Fee	Deposit
Inspections outside of normal business hours	hourly (2-hour min)	\$286	
CASP Consultant	hourly	actual cost	
City Processing	hourly	\$286	
Re-inspection	(1 hour min.)	\$286	
Growth Management Review	per unit	\$137	
Additional plan review required by changes, additions, or revisions to plans	(1 hour min.)	\$286	
Technology Fee			
\$500 to \$100,000 valuation	each	.0010 times value (min \$6)	
\$100,001 to \$500,000 valuation	each	.0008 times value (min \$80)	
\$500,001 and above valuation	each	.0006 times value (min \$300, max \$500)	
California Building Standards			
\$1 - \$25,000	each	\$1	
\$25,001 - \$50,000	each	\$2	
\$50,001 - \$75,000	each	\$3	
\$75,001 - \$100,000	each	\$4	
Every \$25,000 or fraction thereof above \$100,000	each	\$1	
SMIP Fee			
Single Family Residential	each	.01% of valuation	
Commercial/Multi-Family/Industrial	each	.021 % of valuation	
Penalty Fee - Working without a permit	each	2 times building permit fee	
Permit Renewal	Hourly (1/2-hour min.)	\$286	

DEVELOPMENT IMPACT	
Application Type	Fee/Deposit Amount
AFFORDABLE HOUSING IN-LIEU	Based on sales price of unit, calculated as follows: \$2,400 first \$125,000 of sales price +\$200 for each \$5,000 increment thereafter
BED TAX (all new residential construction)	
a. 2 bedrooms	\$350
b. 3 bedrooms	\$400
c. 4 or more bedrooms	\$450
LINKAGE	
a. Commercial	\$2.39/sf
b. Industrial	\$2.47/sf
c. Retail	\$4.12/sf
	Please note that new construction less than 2,000 sf, and the first 2,000 sf of any commercial project is exempt. There are additional exemptions, please check with the Community Development Department.
PARK IN-LIEU	Calculated according to the following formula: (DUs x Population/DU) x (5 acres/1000 population) x (Fair Market Value/Total Acres of Project Site) = Subtotal x 6/5 = In Lieu Fee
TRAFFIC ¹	
a. Residential	\$7,324.62/ unit
b. Commercial	\$7,731.373/ 1000 sf
c. Restaurant	\$11,756.28/ 1000 sf
d. Industrial	\$4,252.02/ 1000 sf
e. Office	\$5,215.17/ 1000 sf
SEWER CONNECTIONS (based on meter size)	
a. ¾-inch	\$16,638
b. 1-inch	\$27,787
c. 1.5-inch	\$55,407
d. 2-inch	\$88,685
e. 3-inch	\$148,103
f. 4-inch	\$282,858
	Applicable to all customer classes. Fees for multi-family projects will be charged on the size of the water meter.
WATER CONNECTIONS (based on meter size)	
a. ¾-inch	\$9,295.64
b. 1-inch	\$15,552.78
c. 1.5-inch	\$30,953.99
d. 2-inch	\$49,545.26
e. 3-inch	\$92,953.10
f. 4-inch	\$158,021.47
g. 6-inch	\$306,747.30
	All customer classes based on meter size.
WATER CONSERVATION (Resolution 93-83)	
a. New Residential	\$1,750/unit
b. Industrial/Commercial/Mixed Use	\$1,500/acre
FIRE SYSTEM CONNECTION	Per resolution 2016-68, this fee is included in the water connection fee.

¹ For land use designations not specifically included in the Traffic Impact Fee table above, the fee shall be calculated at a rate of \$5,425.51 per p.m. peak hour trip as established by the project's traffic impact analysis. For land use designations of Specific Plan, the fee shall be calculated by aggregating the proposed individual use types and paid in accordance with the adopting resolution.

ENGINEERING DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
Certificate of Compliance	each	\$500	
Encroachment Permits			
Minor (no construction/no inspection)	each	\$263	
Major (short duration/inspection required)	each	\$1,053	
Major (long duration/consultant required)			
City Staff	deposit		\$5,615
Consultant	actual cost	actual Cost	
Engineering Review of Planning Application			
Simple	each	\$526	
Complex			
City Staff	hourly	\$175	
Consultant	actual cost	actual Cost	
Engineering Review of Building Application			
Simple	each	\$526	
Complex			
City Staff	hourly	\$175	
Consultant	actual cost	actual Cost	
Flood Plain Certificate Review	each	\$175	
Flood Plain Review	deposit		\$702
Grading Plan Check, Permit & Inspection			
Plan Check			
< 50 CY	flat	\$702	
> 50 CY			
City Staff	flat	\$1,404	
Consultant	actual cost	actual Cost	
Permit & Inspection			
< 50 CY	flat	\$1,404	
> 50 CY			
City Staff	flat	\$2,807	
Consultant	actual cost	actual Cost	
Improvement Plan Review			

ENGINEERING DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
4 lots or less			
City Staff	deposit		\$3,509
Consultant	actual cost	actual Cost	
5 lots or more			
City Staff	deposit		\$7,018
Consultant	actual cost	actual Cost	
Real Property Document Review			
City Staff	deposit		\$5,615
Consultant	actual cost	actual Cost	
Maps			
Parcel Map - 4 lots or less			
City Staff	deposit		\$5,615
Consultant	actual cost	actual Cost	
Final Map - 5 lots or more			
City Staff	deposit		\$7,018
Consultant	actual cost	actual Cost	
Lot Line Adjustment/Lot Merger	each		
City Staff	deposit		\$3,509
Consultant	actual cost	actual Cost	
Public Improvement Inspections			
4 lots or less			
City Staff	deposit		\$5,615
Consultant	actual cost	actual Cost	
5 lots or more	fee specified by agreement		
Street or Right-of-Way Vacation			
City Staff	each		\$7,018
Consultant	each	actual Cost	
Temporary Water Meter Rental		\$77	
Certificate of Correction	per application	\$702	
Water Meter Installation/Charge			
Turn On Service (City Administrative Processing)	each	\$35	

ENGINEERING DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
Installation			
2" or less	each	\$257	
3" or more	each	\$334	
Meter Charge			
3/4 inch	each	\$Actual Cost	
1 inch	each	\$Actual Cost	
1.5 inch	each	\$Actual Cost	
2 inch	each	\$Actual Cost	
3 inch	each	Actual Cost	
4 inch	each	Actual Cost	
Downsizing Meter Size	each	Actual Cost	
Outside Utility Service Agreement			
City Staff	deposit		\$7,018
Consultant	actual cost	actual Cost	
Condominium Plats			
City Staff	deposit		\$7,018
Consultant	actual cost	actual Cost	
Reconciliation of Deposit billing	annual	\$35,875	
<p>For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</p>	hourly	\$175	

Cannabis Permit Fees

CANNABIS PERMIT SERVICES		
Fee Type	Amount of Fee	Fee Authority
ANNUAL REGISTRATION FEE	\$100	CMC § 5.30.060.C
NEW CANNABIS PERMIT	\$6,943	CMC § 5.30.320
CANNABIS PERMIT ADMINISTRATIVE	\$2,750	CMC § 5.30.320
CANNABIS PERMIT NON- ADMINISTRATIVE	\$6,943	CMC § 5.30.320
CASH BUSINESS TAX PAYMENT SURCHARGE	\$500 per payment	CMC § 5.30.320
ANNUAL FINANCIAL AUDIT	Actual Cost + 10%	CMC § 5.30.190.B
DELINQUENCY AND APPEALS DELINQUENT REGISTRATION ²	Registration Due + 25% (+25% each additional month)	CMC § 5.30.110
DELINQUENT BUSINESS TAX PAYMENT	Tax Due + 25% (+25% each additional month)	CMC § 5.30.110
BUSINESS TAX APPEAL	\$5,000	CMC § 5.30.320

Footnotes

CMC=City of Cotati Municipal Code

- ¹ Permit application fees do not include the cost of any required entitlement processes or building permitting.
- ² See CMC §5.04.200 for additional details

Public Safety Fees

PUBLIC SAFETY SERVICES

Fee Type	Amount of Fee
ANIMAL CONTROL RECOVERY a. 1st incident b. 2nd incident c. 3rd incident d. Animal Trap Rental	a. \$25 per animal b. \$50 per animal c. \$100 per animal d. \$50 security
ANIMAL CONTROL REGISTRATION a. Spayed/neutered dog b. Unspayed/un-neutered dog c. Unlicensed dog found d. Animal Trap Rental	a. \$20 b. \$35 c. \$50 d. \$50
ANIMAL TRAP RENTAL	\$50 (deposit)
ANNUAL TAXI PERMIT a. Initial Deposit for Application b. Initial owner or driver c. Annual owner renewal d. Driver Renewal e. Department of Justice Fee - Payable to DOJ	a. \$500 b. \$5,750 c. \$500 d. \$100 e. Actual Cost
BICYCLE REGISTRATION	No Charge
CITATION NOT ISSUED BY COTATI POLICE DEPARTMENT	No Charge
CONCEALED WEAPON PERMIT a. Department of Justice Fee – Payable to the DOJ b. New Permit c. Renewal	a. Actual Cost b. \$360 c. \$180
IMPOUNDED VEHICLE STORAGE FEE	No Charge
IMPOUND/ABANDONMENT/ABATEMENT VEHICLE RELEASE a. 72 Hour Impound b. Felony Offense c. Misdemeanor Offense d. Non-criminal based	<u>Per Incident</u> a. \$192 b. \$192 c. \$192 d. \$100
LIVESCAN FEE a. City’s Processing Fee b. Department of Justice Fee - Payable to DOJ	a. \$90.00 b. Actual Cost
MANDATED FIREARM STORAGE a. Intake, recordation, and return/disposal of first five firearms b. Intake, recordation, and return/disposal of additional firearms c. Storage	a. \$192 per request b. \$96 per firearm c. \$192 per month
NOISE DISTURBANCE RESPONSE a. First Response b. Second Response c. Third Response d. Fourth Response and Thereafter	a. No Charge b. \$65 c. \$130 d. \$185 per response

Fee Type	Amount of Fee
PARTY ORDINANCE RESPONSE a. First Violation b. Second Violation c. Each Additional Violation d. Posting on Premises	a. \$100 flat b. \$200 flat c. \$500 each d. \$100 flat
PHOTO REPRODUCTION	\$50 per request
POLICE CRIME VERIFICATION LETTER	\$25 per request
POLICE FALSE ALARM RESPONSE a. First response (per year) b. Second response (per year) c. Third response (per year) d. Fourth response and thereafter (per year)	a. No charge b. \$50 c. \$75 d. \$102 per response
POLICE REPORT COPY a. Police crime report b. Incident report/CAD printout c. Vehicle Accident Investigation Report Report fee waived for a "Victim of Violent Crime" as defined on the State of California Victim Compensation Website	a. \$20 each b. \$20 each c. \$20 each
POLICE SPECIAL SERVICES a. Sworn b. Non-Sworn	a. \$203 b. \$180
PRIVATE ALARM PERMIT a. Residential alarm b. Commercial or industrial alarm	a. \$15 per year b. \$25 per year
RECORDS CHECK/CLEARANCE LETTER	\$25 per records check or
STAFF TIME CHARGES a. Sworn b. Non-Sworn	a. \$203 b. \$180
SUBPOENA WITNESS – POLICE	\$275 per day as deposit in advance plus actual cost
TRANSPORTATION PERMIT (per application)	\$192
VEHICLE EQUIPMENT CORRECTION INSPECTION	No charge
VEHICLE REPOSSESSION RECEIPT	\$45.00
VIDEO/AUDIO TAPE REPRODUCTION a. Dispatch Recording b. Body Worn Camera Video Reproduction	a. \$45 per request b. \$45 per request
VIN VERIFICATION (per verification)	\$203

Park, Recreation and Facilities Fees

RECREATION DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
Room Rentals (Per Hour)			
Classrooms			
Agency Non-Profit/Community Service Org/Govt.	Per Hour	\$15	
Private (Resident)	Per Hour	\$20	
Private (Non-Resident)	Per Hour	\$25	
Cotati Room			
Agency Non-Profit/Community Service Org/Govt.	Per Hour	\$50	
Private (Resident)	Per Hour	\$70	
Private (Non-Resident)	Per Hour	\$80	
Room Security Deposits			
Classrooms	deposit		\$50
Cotati Room	deposit		\$400
Miscellaneous Room/Park Fees			
Portable Stereo Rental (Room Rentals Only)	each	\$25	
Cleaning Fee (Contractor)	each	Actual Cost	
Cleaning (City Staff Provided)	per hour	\$100	
Cancellation Fee (8-30 days prior to the reservation)	each	50% of Fee ²	
Cancellation Fee (7 days or less prior to reservation)	each	Actual Facility Rental Fee	
Damage to Facility	each	Actual Cost	
Lost Key	each	\$125	
Non-City Sponsored Events			
<i>Fees for Outdoor Public Space Events, If Applicable</i>			
Application Fee - Public Large Events	each	\$50	
Special Event Business License Fee	as applicable	\$15	
Street Closure Fee Small	each	\$702	
Street Closure With Traffic Re-routing	New	\$1,755	
Restroom Cleaning (Contractor)	each	Actual Cost	
Restroom Cleaning (City Staff Provided)	Per Hour	\$175	
Event Related Damage	each	Actual Cost	
<i>Special Events Not In Parks</i>			
Approved Permit Fee	per day	\$125	
Security Deposit			
Small Event - (1-49 Patrons)	each	\$100	
Medium Event - (50-249 Patrons)	each	\$250	
Large Event - (250+ Patrons)	each	\$500	
<i>Free Events in City Parks</i>			
Permit Fees			

² Room/Park Cancellation Policy. The City will issue a full refund more than 30 days prior to the reservation date. Applicant can transfer rental to a different day at no charge up to 7 calendar days prior to the reservation date.

RECREATION DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
Small Event - (1-49 Patrons)			
Resident Permit Fee	each	\$60	
Non-Resident Permit Fee	each	\$85	
Medium Event - (50-249 Patrons)			
Resident Permit Fee	each	\$150	
Non Resident Permit Fee	each	\$200	
Large Event - (250+ Patrons)			
Resident Permit Fee	each	\$350	
Non Resident Permit Fee	each	\$500	
Security Deposits			
Small Event - (Less than 50 Patrons)	each	\$100	
Medium Event - (Less than 250 Patrons)	each	\$250	
Large Event - (More than 250 Patrons)	each	\$500	
<i>Fee for Admission Events in City Parks</i>			
Permit Fees			
Small Event - (1-99 Patrons)			
Resident Permit Fee	each	\$250	
Non Resident Permit Fee	each	\$350	
Medium Event - (100-249 Patrons)			
Resident Permit Fee	each	\$350	
Non Resident Permit Fee	each	\$550	
Large Event - (250+ Patrons)			
Resident Permit Fee	each	\$650	
Non Resident Permit Fee	each	\$800	
Security Deposits			
Small Event - (1-99 Patrons)	each	\$100	
Medium Event - (100-249 Patrons)	each	\$250	
Large Event - (250+ Patrons)	each	\$500	
City Hosted Space Rental Fees			
Vendor Fees			
Small Event - (Less than 200 Patrons)			
10x10 Space - No Sales- Non-Profit	each	\$0	
10x10 Space - With Sales- Non-Profit	each	\$25	
10x20 Space - No Sales- Non-Profit	each	\$30	
10x20 Space - With Sales- Non-Profit	each	\$40	
10x10 -Other	each	\$50	
10X20 - Other	each	\$75	
Electricity	each	\$15	
Medium Event - (Less than 500 Patrons)			
10x10 Space - No Sales- Non-Profit	each	\$0	
10x10 Space - With Sales- Non-Profit	each	\$25	
10x20 Space - No Sales- Non-Profit	each	\$30	
10x20 Space - With Sales- Non-Profit	each	\$40	
10x10 -Other	each	\$50	
10X20 - Other	each	\$75	
Electricity	each	\$15	

RECREATION DEPARTMENT

Fee Name	Fee Unit / Type	Fee	Deposit
Large Event - (More than 250 Patrons)			
10x10 Space - No Sales- Non-Profit	each	\$0	
10x10 Space - With Sales- Non-Profit	each	\$35	
10x20 Space - No Sales- Non-Profit	each	\$30	
10x20 Space - With Sales- Non-Profit	each	\$70	
10x10 -Other	each	\$75	
10X20 - Other	each	\$125	
Electricity	each	\$15	
Contract Classes			
Contracted Classes in City Facilities			
Instructor uses the City Registration System	per person	30% of Fees	
Instructor Manages Registration	per person	20% of Fees	
Contracted Classes for Licensees at Farm			
Instructor uses the City Registration System	per person	10% of Fees	
Instructor Manages Registration	per person	10% of Fees	
Cancellation Fees	Each	Per Instructor Policy	
Instructor Fee for Non-Contract Classes held in City Parks			
	Resident	\$25/hr	
	Non-Resident	\$30/hr	
Camps			
One Day Drop In	per person	\$44	
Single Day Program/Class	per person	\$44	
Camp Registration by Week	Per Week/Person	\$160	
Late Fee	per minute	\$1	
Other			
Cancellation Fees (All City Hosted Programs)	each	See Note ³	
For services requested of City staff, or other programming of events, which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.			
Full Time	hourly	\$102	
Part Time	hourly	\$38	

³ City Program Cancellation Policy. The City will issue a full refund up to 7 calendar days prior to the start of the program. Within 7 calendar days of the start of the program, the City will refund 50% of the registration fee. The City will not issue a refund after the start of the program.