

# GENERAL FEE SCHEDULE



**City of Vernon**

*Schedule approved by City Council on May 2, 2017*

CITY OF VERNON  
GENERAL FEE SCHEDULE

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<b>ADMINISTRATIVE FEES</b>	
<b>COPIES OF PUBLIC RECORDS/INFORMATION</b>	
Copies of identifiable Public Record	\$0.20 / page
Certified copies of identifiable Public Record	\$2.25 / record
<b>SUBPOENA FEE</b>	
Safety Personnel	\$345 / appearance
Miscellaneous Personnel	\$193 / appearance
<b>STAFF TIME – Special Projects Beyond Normal Course of Business</b>	
<p>As provided for in the California Public Records Act, City’s staff time spent on extraordinary or infrequent requests that are large in scope or require development of information to satisfy such requests will require the requestor to reimburse the City for its actual direct cost. Actual direct cost will include the City staff’s fully burdened hourly rate which includes PERS and Medicare. Outsourced consultant and attorney fees will be at cost billed to the City. A deposit, based upon an estimate to fulfill a request, will be collected prior to commencement.</p>	
<b>CREDIT CARD</b>	
<p>City’s direct cost to process credit card transactions for the convenience of the credit card user shall be collected from the credit card user as part of the transaction.</p>	
<b>MISCELLANEOUS</b>	
Returned Checks	\$26.00
<b>OTHER</b>	
Administrative Citations	See Resolution No. 2011-195
Civil Penalties	See Resolution No. 2011-195



<b>BUILDING, PLANNING, AND ENGINEERING FEES</b>	
<b>PERMIT FEES</b>	Building, Electrical, Plumbing, Heating, Ventilating, Cooling, Refrigeration, and Fire Prevention Permits
<b>VALUATION</b>	<b>FEE</b>
\$1.00 to \$2,000.00	\$111.00
\$2,001.00 to \$5,000.00	\$111.00 for the first \$2,000.00 plus \$5.55 for each additional \$100.00 or fraction thereof, up to and including \$5,000.00
\$5,001.00 to \$25,000.00	\$277.00 for the first \$5,000.00 plus \$13.87 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$555.00 for the first \$25,000.00 plus \$10.40 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$815.00 for the first \$50,000.00 plus \$7.63 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,196 for the first \$100,000.00 plus \$5.55 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00
\$500,001.00 and up	\$3,415 for the first \$500,000.00 plus \$4.29 for each additional \$1,000.00 or fraction thereof.
<p align="center"><b>Plan Check Fee when required, shall be equal to 65% of the Permit Fee. Plan Check Energy Fee 25% of the Permit Fee. Permit Energy Fee 10% of the Permit Fee.</b></p>	



<b>BUILDING, PLANNING, AND ENGINEERING FEES</b>	
<b>PERMIT FEES (CONT'D)</b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Green Building Standards Plan Review Mandatory Provisions	\$1,310.00
Green Building Standards Plan Review Tier 1 Provisions	\$2,619.00
Green Building Standards Plan Review Tier 2 Provisions	\$3,929.00
Green Building Standards Inspection Mandatory Provisions	\$1,284.00
Green Building Standards Inspection Tier 1 Provisions	\$2,536.00
Green Building Standards Inspection Tier 2 Provisions	\$3,788.00
Grading Plan Review Fee (First 3 sheets)	\$1,329.00
Grading Plan Review Fee Each Additional Sheet	\$289.00
Grading Inspection Fee	\$282.00
NPDES LID Plan Review	\$2,770.00
NPDES LID Inspection	\$1,210.00
Residential Solar Panel Installation	\$500.00 plus \$15.00 per kilowatt for each kilowatt above 15kW
Commercial / Industrial Solar Panel Installation	\$1,000.00 plus \$7.00 per kilowatt for each kilowatt above 50 kw to 250 kW and \$5 per kilowatt for each kilowatt above 250kW
Water Efficient Landscape Plan Review and Inspection fee	\$828.00
Industrial Wastewater Discharge Permit Application Review fee	\$180.00
Sanitary Sewer Flow Study fee	\$2,106.00
Green Building Standards Administration Special Revolving fee	\$1.00 for every \$25,000 or portion thereof of valuation
<b><u>Penalty Fees</u></b>	
Work commencing prior to the issuance of a permit shall be subject to an additional fee equal to the permit fee. (Authorized by California Building Code § 109.4.)	

<b>BUILDING, PLANNING, AND ENGINEERING FEES</b>	
<b>CERTIFICATE OF OCCUPANCY FEES</b>	
<b>AFFECTED FLOOR AREA</b>	<b>FEE</b>
<b>Inspection Fee</b>	
Less than 5,000 square feet	\$385.00
5,001 to 50,000 square feet	\$885.00
50,001 to 100,000 square feet	\$1,046.00
Over 100,000 square feet	\$1,207.00
<b>Issuance of a Temporary Certificate of Occupancy</b>	
Less than 5,000 square feet	\$385.00
5,001 to 50,000 square feet	\$885.00
50,001 to 100,000 square feet	\$1,046.00
Over 100,000 square feet	\$1,207.00

<b>BUILDING, PLANNING, AND ENGINEERING FEES</b>	
<b>INSPECTION AND OTHER FEES</b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Permit inspection outside of normal business hours (minimum charge four hours)	\$244.00/hr; Minimum of \$976.00
Inspections for work not requiring a permit	\$168.00/hr
Re-inspection fee	\$168.00/hr
Additional structural plan review required by changes, additions or revisions to the plans submitted or determination if an existing structure can accept additional loads	\$321.00/hr
Additional non-structural plan review required by changes, additions or revisions to the plans submitted	\$168.00/hr
Certified Access Specialist (CASp) Review fee	\$136.00/hr
Trailer Permit	\$507.00/trailer
Trailer Permit for subsequent years	\$507.00
Final map, parcel map, or tentative map which contains four or less parcels or lots	\$5,585.00
Final map, parcel map, or tentative map which contains five or more parcels or lots	\$11,107.00 paid at the time of submittal plus any County surveyor & County Clerk filing fees & Fish & Game Section 711.4 fees
Conditional Use Permit	\$16,628.00 plus applicant is responsible for cost to retain a consultant to prepare the environmental document for the project plus a 25% administration fee, plus any County Surveyor and County Clerk filing fees & Fish & Game Section 713 fees
Zoning Variance and Zoning Amendment	\$11,075.00
Building Code Variance	\$4,879.00
Release of Building Drawings	\$64.00
Covenant and Lot Merger Review Fee	\$937.00
Certificate of Compliance Fee	\$1,014.00
Lot Line Adjustment Fee	\$2,902.00
Grant/Easement Deed Review	\$1,445.00
Zoning Verification	\$276.00



<b>ENCROACHMENT, LICENSE &amp; FRANCHISE FEES</b>		
<b>DESCRIPTION</b>		<b>FEE</b>
<b>PERMIT ISSUANCE FEE</b>		\$161.00
<b>PERMIT INSPECTION AND PLAN CHECK FEES</b>		<b>RATE</b>
	REGULAR TIME (7:00 A.M.- 5:30 P.M.)	\$166.00/HR.
	OVERTIME-FRIDAY, SATURDAY, SUNDAY, HOLIDAYS AND NIGHTS (4 HRS. MINIMUM)	\$244.00/HR.
	ANNUAL PERMIT FEE FOR ROUTINE MAINTENANCE (NO STREET CUTS)	\$578.00
<b>RECONSTRUCTION FEES FOR WORK COMPLETED BY CITY</b>	<b>RATE</b>	<b>MINIMUM</b>
ALL OTHER DIRECT COSTS TO THE CITY RESULTING FROM THE PERMITEE'S ACTIVITY, CALCULATED AT ACTUAL COST PLUS 25% ADMINISTRATIVE COSTS		

<b>ENCROACHMENT, LICENSE &amp; FRANCHISE FEES</b>		
<b>DESCRIPTION</b>	<b>ISSUANCE</b>	<b>ANNUAL FEE</b>
<b>FRANCHISES AND LICENSES (ISSUANCE &amp; ANNUAL RENEWAL)</b>		
RAILROAD CROSSINGS, CONVEYOR BRIDGES, AND TUNNELS ACROSS A STREET	\$25,000.00	\$3,210.00
RAILROAD TRACKS, PIPELINES OR CONDUITS ALONG A STREET	\$25,000.00 FOR EACH ONE-HALF (1/2) MILE OR PORTION THEREOF	\$3,210.00 FOR EACH ONE-HALF (1/2) MILE OR PORTION THEREOF
FOR PIPELINES OR CONDUITS ACROSS A STREET OR A METERING MANHOLE IN THE STREET	\$12,500.00	\$1,605.00
FOR BUILDING FOOTINGS AND APPENDAGES, TRAFFIC SENSORS, SIGNS, MONITORING WELLS AND ARCHITECTURAL PROJECTIONS	\$5,000.00	\$642.00
<p><b>The fee for any encroachment not specifically listed in the table shall be the same fee for the most similar structure listed in the table as determined by the City.</b></p>		

<b>ENCROACHMENT, LICENSE &amp; FRANCHISE FEES</b>	
<b>ENCROACHMENT PERMIT FAITHFUL PERFORMANCE BOND OR CASH DEPOSIT REQUIREMENTS</b>	
<p>The amount of an encroachment permit cash deposit, certified or cashier's check, surety bond, or letter of credit shall be determined by multiplying the quantity of asphalt paving, concrete paving, sidewalk, concrete curb, monuments and trench excavations proposed to be removed, disturbed or opened by the rate shown in the table below, the sum of the totals shall establish the minimum amount of the bond or deposit, except that in no case shall the faithful total security be less than \$5,000. Authorized by Vernon Municipal Code § 22.47.</p>	
<b>TYPE OF WORK TO BE PERFORMED</b>	<b>RATE</b>
ASPHALT PAVEMENT	\$22.75/SQ. FT.
CONCRETE PAVEMENT AND DRIVEWAY	\$25.50/SQ. FT.
CONCRETE SIDEWALK	\$13.25/SQ. FT.
CONCRETE CURB & GUTTER	\$67.50/LIN. FT.
TRENCH EXCAVATIONS	\$9,630.00/EACH OPEN EXCAVATION
MONUMENT REPLACEMENT	\$3,852.00/MONUMENT



<b>ENVIRONMENTAL CONTROL FEES</b>	
<b>PERMIT TYPE</b>	<b>FEES</b>
<b>FOOD PERMITS:</b>	
CATERER (1625) - ANNUAL	\$363
CATERER (1625) - DAILY	\$121
COMMERCIAL AGRICULTURAL OPERATION (1677)	\$207
COMMISSARY (1650)	\$741
FOOD PROCESSING (1655): < = 2,000 SQ. FT.	\$520
ESTABLISHMENT (1656): > 2,000 SQ.FT.	\$1,082
FOOD VENDING MACHINE BUSINESS (1644)	\$42/ MACHINE
FOOD WAREHOUSE (1647)	\$416
RESTAURANT (1622-1623): 0-30 SEATS	\$416
RESTAURANT (1622-1623): 31 SEATS & OVER	\$824
RETAIL FOOD MARKET (1611)	\$403
RETAIL FOOD PRODUCTION ESTABLISHMENT (1615)	\$403
TEMPORARY EVENT ORGANIZER (1660)	\$302
TEMPORARY FOOD FACILITY (1670)	\$117
<b>FOOD VEHICLES:</b>	
MOBILE FOOD FACILITY (1638 Fruit & Veg)	\$225
A. WHOLE PRODUCE (RFVV) (1636 Packaged food)	\$225
MOBILE FOOD PREP UNIT (HOT TRUCK) (1635) - ANNUAL	\$552
MOBILE FOOD PREP UNIT (HOT TRUCK) (1635) - DAILY	\$186
WHOLESALE FOOD VEHICLE (1637)	\$122
RETAIL FOOD VEHICLE (COLD TRUCK) (1634)	\$122

<b>ENVIRONMENTAL CONTROL FEES</b>	
<b>PERMIT TYPE</b>	<b>FEES</b>
<b>NON-FOOD:</b>	
GARMENT MANUFACTURING (3130)	\$395
LAUNDRY FACILITY (N/A IF FACILITY IS NOT A VERNON BUSINESS) (7822)	\$313
LAUNDRY VEHICLE (7823)	\$122 PER VEHICLE
WASTE PROCESSING FACILITY (7437)	\$446
WASTE TRANSFER STATION (7444)	\$313
WASTE COLLECTION BUSINESS (7422)	\$1,532
WASTE COLLECTION VEHICLE (7423)	\$266
WASTE COLLECTION VEHICLE YARD (7442)	\$334
RENDERING PLANT BUSINESS (7456)	\$543
RENDERING PLANT VEHICLE (7462)	\$266
WASTE DISPOSAL SITE (7433)	\$313
WATER SUPPLY UTILITY (7611)	\$10 / SERVICE CONNECTION
LIQUID WASTE PUMPING BUSINESS (7241)	\$266
LIQUID WASTE PUMPING VEHICLE (7244)	\$232
OFFAL BUSINESS (7424)	\$266
OFFAL VEHICLE (7425)	\$232

<b>ENVIRONMENTAL CONTROL FEES</b>	
<b>PERMIT TYPE</b>	<b>FEES</b>
<b>UNDERGROUND STORAGE TANKS:</b>	
UNDERGROUND STORAGE TANK FACILITY (4110)	\$1,252 / FACILITY
ANNUAL TANK OPERATING PERMIT (4100)	\$818 / TANK
<b>HAZARDOUS MATERIALS:</b>	
APPLICATION FEE	\$327
<b>HAZARDOUS MATERIALS PERMIT</b>	
CLASS A (4201)	\$488
CLASS B (4202)	\$551
CLASS C (4203)	\$2,042
CERTIFICATE OF CLOSURE LETTER (4252)	\$344
<b>Hazardous Material Closure:</b>	
Small	\$313
Medium	\$627
Large	\$940
Ex-large	\$976 1,253
<b>WELL PERMITS:</b>	
DRILLING A WATER WELL (7368)	\$648
DESTROYING OR CONVERTING AN EXISTING WATER WELL (7369)	\$648
DRILLING A MONITORING WELL < 50 FT. (7365)	\$584
REPAIRING / MODIFYING A WELL (7371)	\$478
<b>ABOVEGROUND PETROLEUM STORAGE TANK FACILITY PERMIT</b>	
Category 4001 - $\geq$ 1320 gallons and < 10,000 gallons	\$270
Category 4002 - $\geq$ 10,000 gallons and < 100,000 gallons	\$539
Category 4003 - $\geq$ 100,000 gallons and < 1,000,000 gallons	\$1,027
Category 4004 - $\geq$ 1,000,000 gallon	\$2,054
<b>GENERAL PLAN CHECK</b>	
1-5 sheets	\$547
6-10 sheets	\$1,017
11-25 sheets	\$1,330
Additional sheets	\$232



<b>FIRE FEES</b>	
<b>FIRE PREVENTION</b>	<b>FEE</b>
<b>Annual Business Fire Inspection (based on building size)</b>	
0 to 5,000 sq. ft.	\$272
5001 to 9,999 sq. ft.	\$311
10,000 to 24,999 sq. ft.	\$350
25,000 to 50,000 sq. ft.	\$388
50,001 to 99,999 sq. ft.	\$427
100,000 to 249,999 sq. ft.	\$466
250,000 sq. ft. and greater	\$505
<b>Annual Business Fire Re-Inspection* (after 2<sup>nd</sup> re-inspection)</b>	
1 <sup>st</sup> re-inspection	\$0
2 <sup>nd</sup> re-inspection and additional inspections beyond	\$403 ea.
<b>Fire Department Permit (Required Operational Permits)</b>	
<ul style="list-style-type: none"> <li>• Aerosol Products</li> <li>• Combustible dust operations</li> <li>• Combustible fiber storage</li> <li>• Explosives (fireworks only)</li> <li>• Flammable &amp; combustible liquids</li> <li>• Hazardous materials</li> <li>• High-piled storage</li> <li>• Miscellaneous combustible storage</li> <li>• Ovens – industrial baking &amp; drying</li> <li>• Repair garages</li> <li>• Special events (assemblies &gt;50 people)</li> <li>• Spraying and dipping</li> <li>• Tents &amp; temporary membrane structures (&gt;400 sq. ft.)</li> <li>• Waste handling</li> <li>• Woodworking plants</li> </ul>	\$134.00/hr.

<b>FIRE FEES</b>	
<b>FIRE PREVENTION (CONT'D)</b>	<b>FEE</b>
<b>Fire Department Permit (Required Construction Permits)</b>	
Construction permits include:	
<ul style="list-style-type: none"> <li>• Automatic fire-extinguishing systems</li> <li>• Battery Systems</li> <li>• Compressed gases</li> <li>• Cryogenic fluids</li> <li>• Emergency responder radio coverage system</li> <li>• Fire alarm and detection systems and related equipment</li> <li>• Fire pumps and related equipment</li> <li>• Flammable and combustible liquids</li> <li>• Hazardous materials</li> <li>• Industrial ovens</li> <li>• LP-gas</li> <li>• Private fire hydrants</li> <li>• Solar photovoltaic power systems</li> <li>• Spraying or dipping</li> <li>• Standpipe systems</li> <li>• Temporary membrane Structures and tents</li> </ul>	
<b>VALUATION</b>	
\$1.00 to \$2,000.00	\$197.50
\$2,001.00 to \$5,000.00	\$197.50 for the first \$2,000.00 plus \$9.87 for each additional \$100.00 or fraction thereof, up to and including \$5,000.00
\$5,001.00 to \$25,000.00	\$494.00 for the first \$5,000.00 plus \$24.68 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$987.00 for the first \$25,000.00 plus \$18.52 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$1,450.00 for the first \$50,000.00 plus \$13.58 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$2,129.00 for the first \$100,000.00 plus \$9.87 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00
\$500,001.00 and UP	\$6,079 for the first \$500,000.00 plus \$7.66 for each additional \$1,000.00 or fraction thereof
Plan Check Fee when required, shall be equal to 65% of the Permit Fee. The minimum Plan Check Fee for Automatic Fire Sprinkler Hydraulic Calculations shall be \$313.00.	



<b>FIRE FEES</b>	
<b>FIRE PREVENTION (CONT'D)</b>	<b>FEE</b>
Constructions permit inspection outside of normal business hours (minimum charge four hours at a rate of \$201.00 per hr.)	\$804.00
Inspections for work not requiring a permit	\$134.00/hr.
Construction and operational permit re-inspection fee	\$134.00/hr.
Additional plan review required by changes, additions or revisions to the plans submitted	\$134.00/hr.
Additional plan review required by changes, additions or revisions to the plans submitted to the outside fire consultant	\$124.00/hr.
<b>Penalty Fees - Work commencing prior to the issuance of a construction permit shall be subject to an additional fee equal to the construction permit fee. (See California Building Code § 109.4)</b>	
<b>Fire Protection Systems</b>	
Back flush - Five year sprinkler system testing (per system)	\$188
<b>Fire Alarm Systems</b>	
Fire alarm registration (initial)	\$68
Fire alarm registration (annual)	\$34
<b>False Alarm (no charge for the first two within a fiscal year)</b>	
3rd false alarm with emergency response	\$938
4th false alarm with emergency response	\$1,095
5th false alarm with emergency response	\$1,252
6th false alarm with emergency response, and each additional alarm thereafter	\$1,408
<b>Public Education</b>	
Community Emergency Response Training (CERT) (supplies)	\$0
CPR training (supplies)	\$125 per person
Evacuation planning & drill	\$0
Fire extinguisher training – Max. 30 students	\$63/ea. session



<b>FIRE FEES</b>	
<b>FIRE PREVENTION (CONT'D)</b>	<b>FEE</b>
<b>State Mandated Fire Inspections</b>	
Apartments and schools	\$202
<b>Other Fees</b>	
After-hours fire inspection (based on 4 hour minimum)	\$872
Apparatus and crew charge (hourly) – Per CAL OES State Fire Program	\$251 hr.
Fire code appeals (not refundable)	\$299
Film Permit	\$268
Inspection charge (special events)	\$134
Standby service (4 hour minimum per man hour)	\$123

<b>POLICE FEES</b>	
<b>General:</b>	<b>Fees</b>
Vehicle release fee - standard	\$50.00
Vehicle release fee - driving under the influence	\$144.00
Fee to release complete copy of arrest reports, traffic accident reports, incident reports	\$20.00
Fee to release complete copy of arrest reports, traffic accident reports, and incident reports (certified)	\$31.00
Fee to release certified traffic citation	\$2.00
Repossession fee for vehicles repossessed in Vernon (Government Code 41612)	\$15.00
VIN verification fee	\$44.00
Citation sign-off fee	\$44.00
DUI Emergency Response	City's cost
<b>False Security Alarms: (no charge for the first 3 within a fiscal year)</b>	
4th false security alarm	\$168.00
5th false security alarm	\$207.00
6th false security alarm	\$246.00
7th false security alarm, and each additional security alarm thereafter	\$284.00
<b>Subpoena Witness Attendance Fee (GC 68097.2)</b>	\$275.00
Subpoena and Discovery Motion Processing	\$15.00
Basic Police background investigation	\$19.00
Video tape copy (blank tape provided by requester) (VHS)	\$19.00
Video tape copy (blank tape provided by requester) (digital)	\$19.00