

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Barry K. Hogan, Deputy City Manager  
Yugal Lall, City Engineer/Public Works Director  
By: Laura Stringer, Consultant



**DATE:** November 13, 2007 (CC Meeting of 12/05/2007)

**SUBJECT:** Consider Setting a Public Hearing Date to Consider Adopting a Revised Fee Schedule for Services Rendered Pursuant to the Moorpark Municipal Code Relating to Public Works and City Engineering and Rescinding Resolution No. 1992-865

**BACKGROUND/DISCUSSION**

A comprehensive update of fees for services related to Public Works and Engineering has not been completed since 1992 per Resolution No. 1992-865. Since many of those fees are primarily based on the cost of construction, indexing of the fees has occurred indirectly over the years as construction costs have fluctuated. A complete review of the fee schedules is however overdue.

A survey has been completed of fees charged by other cities and the County of Ventura and an analysis of the impact of Consumer Price Indexing over the years has been calculated. Staff has evaluated the survey and analysis and proposes revisions to the Public Works/Engineering Fee Schedules as indicated in the attached draft agenda report.

California Government Code Section 66014 provides for cities to charge fees to recover the costs associated with permit processing services. Section 66016 sets forth the notification and hearing process required prior to levying new fees or service charges, or prior to increasing an existing fee or service charge. Notice of the City Council public meeting will be mailed and published in accordance with those requirements.

**STAFF RECOMMENDATION**

Set a City Council Public Hearing for January 16, 2008, to consider a Resolution adopting a revised fee schedule for services rendered pursuant to the Moorpark Municipal Code relating to Public Works and Engineering and rescinding Resolution No. 1992-865.

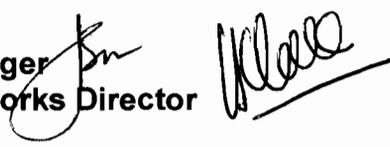
**ATTACHMENT:**

1. Draft Public Hearing Agenda Report

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Barry K. Hogan, Deputy City Manager  
Yugal Lall, City Engineer/Public Works Director  
By: Laura Stringer, Consultant



**DATE:** \_\_\_\_\_, 2007 (CC Meeting of 01/16/2008)

**SUBJECT:** Consider a Resolution Adopting a Revised Fee Schedule for Services Rendered Pursuant to the Moorpark Municipal Code Relating to Public Works and City Engineering and Rescinding Resolution No. 1992-865

**BACKGROUND/DISCUSSION**

On December 5, 2007, the City Council set a public hearing for January 16, 2008, to consider adopting a revised fee schedule for services rendered pursuant to Public Works and City Engineering and rescinding Resolution No. 1992-865. A comprehensive update of fees for services related to Public Works and Engineering has not been completed since 1992 per Resolution No. 1992-865 (Attachment 1). Since many of those fees are primarily based on the cost of construction, indexing of the fees has occurred indirectly over the years as construction costs have fluctuated and cost estimate forms have been updated. A complete review of the fee schedules is however overdue.

Staff has evaluated the survey and analysis and proposes revisions to the Engineering/Public Works Fee Schedules (Attachment 2). An analysis of the change in Consumer Price Index (CPI) since 1992 is also included in Attachment 2, and reflects a total increase of approximately 43% over that time period. For specific permit, plan review and inspection items, the analysis considered that other agencies use different fee descriptions and unit measurements. An approximate average of other agency fees is included for reference. Copies of the other agency fee schedules used in the analysis are available in the Community Development Department.

The proposed fee schedule includes an overall increase in fees of approximately 44% with the exception of fees that increased by more to accurately reflect the cost of providing the service and consistency with the other agencies. These fees include the Tract/Parcel Map Processing Fee and Annual Utility Trench and Commercial Driveway Encroachment Permits. It should be noted that in comparing the fees for map check the City performs its own through a consultant contract, whereas the other cities are done by the County. Grading plan review and permit fees are now included as a part of the improvement plan review and inspection work, as reflected in the construction cost estimate forms used to calculate plan review and inspection.

In accordance with California Government Code Section 66016, which sets forth the notification and hearing process required prior to levying new fees or service charges, or prior to increasing an existing fee or service charge, notice of this City Council public meeting has been mailed and published.

The draft Resolution (Attachment 3) provides the details of the proposed fee revisions. In accordance with Government Code Section 66017, the proposed fee revisions will be effective sixty (60) days following the adoption of the Resolution.

### **ENVIRONMENTAL DOCUMENTATION**

The Planning Director has determined that the proposed adoption of revised Public Works and Engineering Fees is exempt from the provisions of the California Environmental Quality Act (CEQA), in that the action of the City Council does not involve the consideration of the approval of a project.

### **STAFF RECOMMENDATION (Roll Call Vote)**

1. Open the public hearing, take public testimony and close the public hearing; and
2. Adopt Resolution No. 2008-\_\_\_\_, adopting revised Public Works/Engineering fee schedules, and rescinding Resolution No. 1992-865.

### **ATTACHMENTS:**

- 1) Resolution No. 1992-865
- 2) Proposed Revisions to Public Works/Engineering Fees
- 3) Draft Resolution

RESOLUTION NO. 92-865

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA ADOPTING A REVISED FEE SCHEDULE FOR SERVICES RENDERED PURSUANT TO THE MOORPARK CITY CODE RELATING TO PUBLIC WORKS AND CITY ENGINEERING AND RESCINDING RESOLUTION NO. 84-119 PERTAINING THERETO

WHEREAS, State law and the Moorpark City Code require the performance of certain plan review, inspection and other services by the Public Works Director and City Engineer for the purpose of safeguarding the public health, safety and welfare; and

WHEREAS, the City Council of the City of Moorpark adopted Resolution No. 84-119 providing for the collection of certain fees to allow the cost of such services to be borne by the users and beneficiaries of same; and,

WHEREAS, the fee schedules for these services must be revised from time to time to assure adequate recovery of all costs associated with rendering such services; and,

WHEREAS, the City Council received and considered written evidence and oral testimony pertaining a possible increase in said fees at a public hearing scheduled in accordance with the provisions of Section 66016 of the Government Code and convened on May 6, 1992, and May 20, 1992.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That fees for encroachment permits shall be as set forth in Exhibit "A" attached hereto.

SECTION 2. That fees for processing of land division applications and related improvement plans shall be as set forth in Exhibit "B" attached hereto.

SECTION 3. That resolution number 84-119 relating to fees for land use and development services is hereby rescinded upon the effective date of this Resolution provided, however, if it is determined that the rates, fees and charges set forth herein are wholly or partially invalid by virtue of any statutory or constitutional provisions, then the repeal of resolution 84-119 and adoption of this resolution as to any such rate, fee or charge is void.

SECTION 4. That the fees established in this resolution do not exceed the estimated reasonable cost of providing the service for which the fee is imposed.

SECTION 5. The Public Works Director shall report to the City Council on the cost of development services and the adequacy of the fee schedule to recover these costs and shall make such report during the second quarter of each calendar year.

SECTION 6. This Resolution shall take effect sixty (60) days from the date of adoption in accordance with the provisions of Section 66017 of the Government Code of the State of California.

SECTION 7. The City Clerk shall certify to the adoption of this resolution and shall cause this resolution and its certification to be filed in the Office of the City Clerk of the City of Moorpark.

APPROVED AND ADOPTED this 29th day of June 1992.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

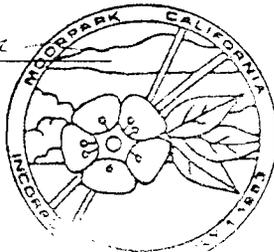


EXHIBIT "A"

CITY OF MOORPARK  
ENCROACHMENT FEE SCHEDULE

	FEE
I. <u>GENERAL ENCROACHMENT PERMITS</u>	
1. <u>Application/Issuance Fee</u>	
Without Engineering Review	25.00
With Engineering Review	50.00
2. <u>Permit/Inspection Fees:</u> Permit fees shall be collected in addition to the issuance fee as follows:	
a. Construction of curb, gutter and/or sidewalk.	
• Less than 100 linear feet	50.00
• More than 100 linear feet	50.00 *
* Plus \$0.50 per linear foot over 100.	
b. Construction of residential driveway (each opening).	50.00
c. Construction of Commercial driveway (each opening).	50.00
d. Use of City right-of-way for access to private property (swimming pools, equipment access, etc.)	50.00
e. Major tree trimming, tree removal, stump removal.	50.00
f. Approved landscaping	50.00
g. Surveying and traffic counting (per year)	69.00
h. Miscellaneous construction and/or use of City road right-of-way.	50.00
Annual blanket permit	137.00

	FEE
i. Placing and/or relocation of power or telephone poles (blanket permit per year)	137.00
Each permit for pole placement and/or relocation	21.00

II. EXCAVATION PERMITS

1. <u>Application/Issuance Fee:</u>	
Without engineering review	25.00
With engineering review	50.00
2. Permit/Inspection Fees for excavations shall be collected in addition to the issuance fee as follows:	
100 linear feet or less	69.00
101 to 1,000 linear feet	103.00
1,001 to 3,000 linear feet	137.00
3,001 to 5,000 linear feet	206.00
Excavations exceeding 5,000 linear feet	206.00
	plus 0.10
	over 5,000. ln ft.
Any additional costs related to the review of soils reports and/or shoring plans required for trench depths in excess of five feet shall be subject to additional charges sufficient to cover actual costs plus City overhead.	
3. Annual blanket permit for utility trenches not exceeding two feet in width and sixty feet in length, dug at a right angle to the centerline of the road, or an excavation not exceeding thirty square feet in area	137.00
Each excavation permitted under blanket permit	21.00

	FEE
<b>III. <u>TRANSPORTATION PERMITS</u></b>	
<u>Permit Fee:</u>	
1. <u>Permit Fee:</u> Truck or tractor and load exceeding legal width, legal length, legal height and/or legal weight as per State of California Vehicle Code (per vehicle per trip)	14.00
2. <u>Annual Blanket Permit:</u> Truck or tractor and load, maximum width 12 feet, maximum height (loaded) 16 feet, maximum total length 75 feet, weight not to exceed purple loading (per vehicle per year)	69.00
3. <u>Additional Charges:</u> Special services necessitated by unusually large or heavy loads requiring engineering investigations, or other services.	Actual Cost Plus City Overhead
<b>IV. <u>MOVIE AND TELEVISION FILMING</u></b>	
1. <u>Application/Issuance Fee:</u> Without Engineering Review	25.00
With Engineering review	50.00
2. <u>Permit Fee:</u> A filming fee shall be charged for each day (24 hours) or partial day	Actual Cost Plus City Overhead
3. <u>Inspection Fee:</u> The City may require that an inspector be present during filming on City public roads. The permittee shall pay to the City the actual costs of providing the inspector.	Actual Cost Plus City Overhead
<b>V. <u>EXTRAORDINARY INSPECTION COSTS AND CHARGES FOR CITY LABOR AND MATERIALS.</u></b>	

Extraordinary costs and charges for inspection labor and materials due City shall be charged on the basis of actual cost plus City overhead. Extraordinary costs and charges for City inspection labor and materials shall be defined for purposes of this resolution as any costs or charges incurred by City resulting from permittee's failure to comply with all applicable permit conditions, ordinances and statutes.

VI. EMERGENCY "CALL OUTS"

Charges for emergency "call outs" shall be paid at the overtime rate, plus City overhead, for the positions responding for the time of the "call out" (Saturday, Sunday, Holiday, etc.). The charge for any emergency "call out" shall be based upon a minimum time of four hours per employee used, regardless of the actual length of time of the "call out," for up to the first four hours used, and then at said applicable hourly overtime rate, plus City overhead, for the actual number of hours worked. Emergency "call outs" for the purposes of this resolution shall be defined as providing men and equipment called to work at times when normal Public Works operations are secured.

VII. FEE EXEMPTION

As required, any Federal, State or local agency shall be exempt from the fees set forth herein, in accordance with applicable State and/or Federal law.

VIII. TIME EXTENSION FEE

	FEE
For extension of each permit beyond the expiration date. One (1) extension is allowed.	35.00

IX. GEOLOGY AND GEOTECHNICAL REPORT REVIEW DEPOSIT

When the policies, guidelines and procedures of the City require geological or geotechnical submissions, investigations, reports, or reviews, the applicant shall be required to pay an additional fee based on the actual or anticipated actual cost of review services including City overhead.

X. OTHER

The fee for records search and other services for which no specific fee is otherwise specified shall be the total cost to the City including City overhead as determined by the Director of Public Works.

EXHIBIT "B"

CITY OF MOORPARK

SUBDIVISION FINAL PROCESSING FEE SCHEDULE

1. MAPS

- a. Tract or Parcel Map Issuance Fee: \$34.00
- b. Final Map, Parcel Map Check Fee: A Fixed Quality Control fee of \$1,671.00 per map plus \$34.00 per lot for the first three map checks and quality control only.
- c. Additional Checks: Actual Costs including City overhead. A refundable deposit of (\$340.00) \$465.80 per map plus \$9.59 per lot shall be required for the fourth and each subsequent map check.
- d. General Provisions:
  - Any alterations to the exterior boundary or redesign of any interior lots after the initial map check will be considered as a new submittal.
  - All fees shall be paid at the time of submitted.
  - If the Actual Cost (including the City overhead) of map checking exceeds the total deposits, the developer shall pay the Actual Cost (including City overhead) to the City.
  - Actual Cost shall include: staff labor costs (plus City overhead) and/or contract labor costs (plus City overhead), plus reimbursable expenses (i. e. blueprinting reproduction, etc.).

2. PLAN CHECKS

- a. Subdivision and Other Major Improvements: A fixed fee based upon the Fee Schedule set forth in Section 5 of this Exhibit.
- b. Subdivision and Other Major Improvement Plan Changes: An Improvement Plan Change Fee of 3% of the estimate of costs of additional improvements including work for which a Grading Permit must be obtained.
- c. Revisions to Approved Tentative Subdivision Map: Any substantial revisions (i. e. street alignments, pad sizes, pad elevation changes in excess of two feet) to approved tentative subdivision maps shall require City Council approval. A fee of \$685.00, not including any required planning fees, shall be required for any request for any such application of map revision.
- d. General Provisions:
  - The number of plan checks covered by the above described fees shall be limited to three. The third plan submittal shall be checked to confirm that said plan submittal is correct and complete. Any additional plan checking efforts required to approve said plans shall be subject to additional fees based upon Actual Cost plus City overhead.
  - All fees shall be paid at the time of submitted.

- If the Actual Cost (including the City overhead) of map checking exceeds the total deposits, the developer shall pay the Actual Cost (including City overhead) to the City.
- Actual Cost shall include: staff labor costs (plus City overhead) and/or contract labor costs (plus City overhead), plus reimbursable expenses (i. e. blueprinting reproduction, etc.).

3. INSPECTION

- a. Subdivision and Other Major Improvement Construction Inspection: Actual Cost, including City overhead. A refundable fee deposit shall be paid based upon the Fee Schedule set forth in Section 5 of this Exhibit.
- b. Subdivision Time Extension of Improvement Agreement: A \$411.00 processing fee, plus a refundable deposit of 10% of the fee deposit made under 3a above. The Time Extension deposit shall be collected for the purpose of off setting all costs associated with the requested time extension. Any costs associated with a time extension shall not be charged to the remaining portion of the inspection deposit. Upon completion and acceptance of the improvements, any balance remaining after deducting the Actual Costs of inspection (including City Overhead) shall be refunded to developer. In the event Actual Cost exceeds available deposit funds, the developer shall pay balance due upon receipt of invoice therefor.
- c. Deferred Construction Agreement: A fixed fee of \$411.00 shall be required for processing this agreement.
- d. Guarantee Period Inspection: Actual Cost, including City overhead. A fee deposit of \$1,000.00. Upon acceptance of improvements after guarantee period, any balance remaining after deducting Actual Cost of inspection (including City overhead) shall be refunded to the developer. In the event Actual Costs exceed the \$1,000.00 deposit, developer shall pay the balance due upon receipt of invoice therefor.

4. GEOLOGY AND SOIL ENGINEERING REVIEW

The fees set forth below shall be required for the review and processing of geology and soil engineering reports by outside geotechnical consultants, when and if such review is required by the City Engineer as determined by City or State guidelines:

	<u>Geotechnical</u>	<u>Geology</u>
Single lot	\$1600.00	\$1600.00
2-6 lot subdivision	\$2100.00	\$2100.00
7-50 lot subdivision	\$3000.00	\$3000.00
Subdivision over 50 lots	\$3000.00	\$3000.00
- for each lot over 50	\$ 200.00	\$ 200.00

Special submittal, investigations, reports, or reviews will require deposits based on the actual or anticipated actual cost including City overhead. The above fees will cover one review and one follow-up review. Fees for additional reviews are to paid on a actual time basis plus City overhead.

5. FEE SCHEDULE

The following schedule shall be used to calculate the Map Checking Fee (Paragraph 1b), the Plan Checking Fee (Paragraph 2a) and the Inspection Fee Deposit (Paragraphs 3a). Said fee schedule is based upon the estimate of improvement costs.

Improvement Costs (\$)	Deposit (\$)
0 - 999	420.00
1,000 - 9,999	300.00 + 15% of cost over 1,000
10,000 - 49,999	1,650.00 + 10% of cost over 10,000
50,000 - 99,999	5,650.00 + 5% of cost over 50,000
100,000 - 999,999	8,150.00 + 2% of cost over 100,000
1,000,000 and over	26,150.00 + 1% of cost over 1,000,000

6. GRADING PERMIT AND PLAN CHECKING FEE SCHEDULE

QUANTITY CUBIC YARDS	PLAN CHECK FEES (\$)	INSPECTION FEES (\$)	TOTAL
50 or less	38.00	41.00	79.00
51 - 100	59.00	62.00	121.00
101 - 200	86.00	89.00	175.00
201 - 300	112.00	116.00	228.00
301 - 400	140.00	144.00	284.00
401 - 500	167.00	171.00	338.00
501 - 600	193.00	199.00	492.00
601 - 700	221.00	226.00	447.00
701 - 800	249.00	253.00	502.00
801 - 900	277.00	281.00	558.00
901 - 1,000	292.00	308.00	600.00
1,001 - 2,000	292.00	332.00	624.00
2,001 - 3,000	292.00	355.00	647.00
3,001 - 4,000	292.00	378.00	669.00
4,001 - 5,000	292.00	401.00	693.00
5,001 - 6,000	292.00	425.00	717.00
6,001 - 7,000	292.00	448.00	740.00
7,001 - 8,000	292.00	471.00	763.00
8,001 - 9,000	292.00	495.00	787.00
9,001 - 10,000	292.00	518.00	810.00
10,001 - 20,000	312.00	610.00	922.00
20,001 - 30,000	333.00	726.00	1,059.00
30,001 - 40,000	353.00	830.00	1,183.00
40,001 - 50,000	374.00	934.00	1,308.00
50,001 - 60,000	395.00	1,038.00	1,433.00
60,001 - 70,000	415.00	1,143.00	1,558.00
70,001 - 80,000	436.00	1,247.00	1,683.00
80,001 - 90,000	456.00	1,351.00	1,807.00
90,001 - 100,000	477.00	1,455.00	1,932.00
100,001 OR ABOVE	Note A	Note B	

6. GRADING PERMIT AND PLAN CHECKING FEE SCHEDULE (Cont.)

- Notes: A = \$477.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 cubic yards or fraction thereof.
- B = \$1,455.00 for the first 100,000 cubic yards, plus \$32.00 for each additional 10,000 cubic yards or fraction thereof.

7. ADDITIONAL GRADING PLAN CHECKING / INSPECTION FEES

- a. Time Extension Fee: \$103.00 time extension fee will be required for each time extension of up to six months.
- b. Change Order Fee:
- 1) Minor (Staff Review Only): An additional plan checking and/or inspection fee, as required, based upon the amount of earth subject to the proposed change, calculated per the fee schedules set forth in Section 6 of this Exhibit.
  - 2) Major (City Council Action Required): An additional submittal fee of \$500.00, plus an additional grading plan checking and inspection fee, based upon the amount of earth subject to the proposed change, calculated per the fee schedules set forth in Section 6 of this Exhibit.
- c. Exception for Subdivisions and Other Major Improvements.
- Grading Permit and Plan Check fees do not apply to subdivisions and other major improvements, inasmuch as the actual costs of plan checking and inspection have been included in the final plan checking and construction inspection fees.
- d. Illegal Grading Fees
- 200% of the applicable Grading Permit fee, plus City overhead, will be charged for any grading project undertaken without a grading permit that is in violation of the Grading Ordinance.

8. CERTIFICATES

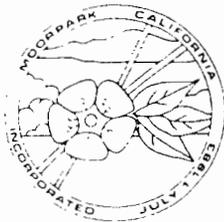
Issuance of Certificate of Compliance: \$343.00 per parcel (fixed fee)

9. OTHER

The fee for records search and other services for which no specific fee is otherwise specified shall be the total cost to the City including City overhead of any time spent retrieving said records as determined by the Director of Public Works. Time shall be in 1/4 hour increments at the then applicable hourly rate(s).

10. APPEAL FEE

Any appeal of a decision of the City Engineer regarding the interpretation or application of the City's Engineering Standards or this fee schedule shall be accompanied by a deposit of \$500.00. The amount of the Appeal Fee shall be actual cost plus City overhead.



# MOORPARK

799 Moorpark Avenue Moorpark, California 93021

(805) 529-6864

STATE OF CALIFORNIA )  
COUNTY OF VENTURA ) ss.  
CITY OF MOORPARK )

I, Lillian E. Kellerman, City Clerk of the City of Moorpark, California, do hereby certify under penalty of perjury that the foregoing Resolution No. 92-865 was adopted by the City Council of the City of Moorpark at a meeting held on the 29th day of June, 1992, and that the same was adopted by the following vote:

AYES: Councilmembers Montgomery, Perez, Talley, and Mayor Lawrason  
NOES: None  
ABSENT: Councilmember Wozniak  
ABSTAIN: None

WITNESS my hand and the official seal of said City this 20th day of July, 1992.

  
Lillian E. Kellerman  
City Clerk



000268

**CITY OF MOORPARK**  
**Encroachment Permit Fee Schedule/Update Analysis**  
 (Use of Public Right-of-Way)

	Existing Fee	Proposed Fee	% Change	Average
<b>I General</b>				
A Application Fee	\$ 50.00	\$ 75.00	50%	\$78.50
B Permit/Inspection Fees (Permit shall be collected in addition to the application fee as follows:)	\$ 50.00	\$ 75.00	50%	\$70.00
1 Curb, gutter and/or sidewalk, Up to 100 linear feet*	\$ 50.00	\$ 75.00	50%	\$124.50
* Plus \$0.75 per linear foot over 100				\$268.17
2 Residential driveway (each opening)	\$ 50.00	\$ 200.00	300%	\$99.50
3 Commercial Driveway (each opening)	\$ 50.00	\$ 100.00	100%	
4 Use of City right-of-way for temporary access to private property (swimming pool construction, major tree trimming, stump removal equipment access, landscaping, wall construction, etc.)	\$ 50.00	\$ 75.00	50%	Varies
5 Miscellaneous construction and/or use of City right-of-way Annual Citywide Permit	\$ 137.00	\$ 200.00	46%	\$192.00
6 Placing and/or Relocation of utility poles Annual Citywide Permit Per Pole	\$ 137.00	\$ 200.00	46%	
	\$ 21.00	\$ 30.00	43%	\$31.00
C For extension of each permit beyond the expiration date. (One (1) extension is allowed.)	\$ 35.00	\$ 50.00	43%	None
<b>II Excavation Permits</b>				
A Application Fee	\$ 50.00	\$ 75.00	50%	\$100.00

B Permit/Inspection Fees (Permit shall be collected in addition to the application fee as follows:)  
 5% of construction cost \*

\* Construction cost based on City Engineer's Bond Estimate Fee Spreadsheet

Any additional costs related to the review of soils reports and/or shoring plans required for trench depths in excess of five feet shall be subject to additional charges sufficient to cover actual costs plus City overhead.

C Annual citywide permit for utility trenches  
 Not exceeding two feet in width and sixty feet in length, dug at right angles to the centerline of the road, or an excavation not exceeding thirty square feet in area

**CITY OF MOORPARK**  
**Encroachment Permit Fee Schedule/Update Analysis**  
 (Use of Public Right-of-Way)

	Existing Fee	Proposed Fee	% Change	Average
Each excavation permitted under citywide permit	\$ 21.00	\$ 30.00	43%	\$31.00
D For extension of each permit beyond the expiration date. (One (1) extension is allowed.)	\$ 35.00	\$ 50.00	43%	
<b>III Transportation Permits</b>				
A Permit Fees				
Permit Fee	\$ 14.00	\$ 16.00	14%	\$16.00
Truck or tractor and load exceeding legal width, legal length, legal height and/or legal weight as per State of California Vehicle Code (per vehicle, per trip)		per VC		
B Annual Citywide Permit				
Truck or tractor and load, maximum width 12 feet, maximum height (loaded) 16 feet, maximum total length 75 feet, weight not to exceed purple loading (per vehicle per year)	\$ 69.00	\$ 90.00	30%	\$90.00
per Vehicle				
C Additional Charges				
Special services necessitated by unusually large or heavy loads requiring engineering investigations, or other services	Actual Cost			
For extension of each permit beyond the expiration date. (One (1) extension is allowed.)	\$ 35.00	\$ 50.00	43%	
<b>IV Filming</b>				
A Application Fee	\$ 50.00	\$ 75.00	50%	
B Permit Fee				
A filming fee shall be charged for each 24 hour day	Actual Cost			
Inspection Fee	Actual Cost			
The City may require that an inspector be present during filming on City public roads. The permittee shall pay to the City the actual costs of providing the inspection.	Actual Cost			
For extension of each permit beyond the expiration date. (One (1) extension is allowed.)	\$ 35.00	\$ 50.00	43%	

**CITY OF MOORPARK**  
**Subdivision Final Processing Fee Schedule/Update Analysis**

	Existing Fee	Proposed Fee	% Change	Average
A Tract or Parcel Map Processing Fee	\$ 34.00	400	1076%	\$ 266.75
B Final Map, Parcel Map Check Fee	\$ 1,671.00	2400	44%	\$ 1,772.63
Fixed Quality Control fee for technical correctness Plus \$34.00 per lot/parcel for the first three map checks and quality control only.	\$ 34.00	50	47%	\$ 31.13
C Additional Checks	Actual Cost (Plus City Overhead)			

**I Maps**

- A Tract or Parcel Map Processing Fee
- B Final Map, Parcel Map Check Fee
  - Fixed Quality Control fee for technical correctness
  - Plus \$34.00 per lot/parcel for the first three map checks and quality control only.
- C Additional Checks
- D General Provisions
  - 1 Any alterations to the exterior boundary or redesign of interior lot(s) after the initial map check will be considered a new submittal
  - 2 All fees shall be paid at the time of submittal
  - 3 If the actual cost (including City overhead) of map checking exceeds the total fee deposits, the developer shall pay the actual cost (including City overhead) to the City.
  - 4 Actual Cost shall include: staff labor costs (plus City overhead) and/or contract labor costs (plus City overhead), plus reimbursable expenses (i.e. reproductions, etc.)

**II Plan Checks**

- A Grading and Development Final Civil Improvements
  - A fixed fee based upon the Fee Schedule set forth in Section V of this Exhibit
- B Subdivision and Other Major Improvement Plan Changes
  - An Improvement Plan Change Fee of 3% of the estimate of costs of additional improvements including work for which a Grading Permit must be obtained.
  - Revisions to Approved Tentative Subdivision Map
    - Any substantial revisions (i.e. street alignments, pad sizes, pad elevation changes in excess of two feet) to approved tentative subdivision maps shall require City Council Approval. A fee of \$1,000 per sheet, not including any required planning fees, shall be required for any such application of map revision.
- C Revisions to Approved Tentative Subdivision Map
  - \$ 685.00 per sheet
  - \$ 1,000.00 per sheet
  - 46%
- D General Provisions
  - 1 The number of plan checks covered by the above described fees shall be limited to three. The third plan submittal shall be checked to confirm that said plan submittal is correct and complete. Any additional plan checking efforts required to approve said shall be at deposit of actual cost plus City overhead
  - 2 All fees shall be paid at the time of submittal
  - 3 If the actual cost (including City overhead) of plan checking exceeds the total deposits, the developer shall pay the actual cost (including City overhead) to the City.
  - 4 Actual Cost shall include: staff labor costs (plus City overhead) and/or contract

See Sec V  
fee  
3%

000271

**CITY OF MOORPARK  
Subdivision Final Processing Fee Schedule/Update Analysis**

**Existing Fee      Proposed Fee      % Change      Average**

labor costs (plus City overhead), plus reimbursable expenses (i.e. reproductions, etc.)

**III Inspection**

Subdivision and Other Major Improvements

A refundable deposit shall be paid based upon the Fee Schedule set forth in Section V of this Exhibit. Any funds remaining upon project completion and bond exoneration shall be refunded

Actual Cost  
(Plus City Overhead)      See Sec V  
deposit

**IV Geology and Soil Engineering Review**

The fees set forth below shall be required for the review and processing of geology and soil engineering reports by outside geotechnical consultants, when and if such review is required by the City Engineer as determined by the City or State guidelines.

	Geotechnical	Geology	Existing Fee	Proposed Fee	% Change	Average
Single Lot	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00	2300	44%	1725
2-6 lot subdivision	\$ 2,100.00	\$ 2,100.00	2,100.00	3000	43%	
7-50 lot subdivision	\$ 3,000.00	\$ 3,000.00	3,000.00	4300	43%	
for each lot over 50	\$ 200.00	\$ 200.00	200.00	300	50%	

Special submittal, investigations, reports, or reviews will require deposits based on the actual or anticipated actual cost (including City overhead). The above fees will cover one review and one follow-up review. Fees for additional reviews are to be paid on an actual time basis (including City overhead).

**V Fee Schedule**

The following schedule shall be used to calculate the Plan Checking Fee

(Section IIA), and the Inspection Fee Deposit (Section III).

Said fee schedule is based upon the bond estimate of improvement costs.

	of cost	over	Existing Fee	Proposed Fee	% Change	Average
0	\$ 420.00	\$ 420.00	\$ 420.00	600	43%	450
1,000 - 999	\$ 300.00 + 15%	\$ 300.00 + 1,000	300.00	430	43%	675
10,000 - 49,999	\$ 1,650.00 + 10%	\$ 1,650.00 + 10,000	1,650.00	2400	45%	1411
50,000 - 99,999	\$ 5,650.00 + 5%	\$ 5,650.00 + 50,000	5,650.00	8100	43%	3955
100,000 - 999,999	\$ 8,150.00 + 2%	\$ 8,150.00 + 100,000	8,150.00	11680	43%	9810
1,000,000 and over	\$26,150.00 + 1%	\$ 26,150.00 + 1,000,000	26,150.00	37500	43%	42090

## CPI ADJUSTED FEES

YEAR	CPI	% Change	Avg Enc. Fee \$100	Blanket Enc. \$187	Geotech \$1,600
1992	436.10				
1993	445.30	2.11%	\$102.11	\$190.94	\$1,633.75
1994	451.10	3.44%	\$103.44	\$193.43	\$1,655.03
1995	456.80	4.75%	\$104.75	\$195.88	\$1,675.95
1996	467.10	7.11%	\$107.11	\$200.29	\$1,713.74
1997	474.00	8.69%	\$108.69	\$203.25	\$1,739.05
1998	481.40	10.39%	\$110.39	\$206.42	\$1,766.20
1999	492.90	13.02%	\$113.02	\$211.36	\$1,808.39
2000	511.10	17.20%	\$117.20	\$219.16	\$1,875.17
2001	526.30	20.68%	\$120.68	\$225.68	\$1,930.93
2002	541.70	24.21%	\$124.21	\$232.28	\$1,987.43
2003	553.10	26.83%	\$126.83	\$237.17	\$2,029.26
2004	575.80	32.03%	\$132.03	\$246.90	\$2,112.54
2005	604.00	38.50%	\$138.50	\$259.00	\$2,216.01
2006	625.00	43.32%	\$143.32	\$268.00	\$2,293.05

CPI-U (All Urban Consumers) Not seasonally adjusted for L.A., Riverside, O.C., CA. All Items - old base. Base Period 1967=100

000273

RESOLUTION NO. 2008-\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK ADOPTING A REVISED FEE SCHEDULE FOR SERVICES RENDERED PURSUANT TO THE MOORPARK MUNICIPAL CODE RELATING TO PUBLIC WORKS AND CITY ENGINEERING AND RECINDING RESOLUTION NO. 1992-865

WHEREAS, State law and the Moorpark Municipal Code require the performance of certain plan review, inspection and other services by the Public Works Director and City Engineer for the purpose of safeguarding the public health, safety and welfare; and

WHEREAS, the City Council of the City of Moorpark adopted Resolution No. 1992-865 providing for the collection of certain fees to allow the cost of such services to be borne by the users and beneficiaries of same; and

WHEREAS, the fee schedule for these services must be revised from time to time to assure adequate recovery of all costs associated with the rendering of such services; and

WHEREAS, at a public hearing on January 16, 2008, the City Council received and considered written evidence and oral testimony pertaining to a possible increase in said fees in accordance with Government Code Section 66016; and

WHEREAS, the City Council concurs with the Planning Director determination that the proposed revision to the Public Works/City Engineering Fee Schedules is exempt from the provisions of the California Environmental Quality Act (CEQA), in that the action of the City Council does not involve the consideration of the approval of a project.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The fees for encroachment permits shall be as set forth in Exhibit "A" attached hereto.

SECTION 2. The fees for processing of land division applications and related improvement plans shall be as set forth in Exhibit "B" attached hereto.

SECTION 3. That the fees established in this resolution do not exceed the estimated reasonable cost of providing the service for which the fee is imposed.

SECTION 4. This Resolution shall become effective sixty (60) days following the public meeting held on January 16, 2008, pursuant to Government Code Section 66016 (March 16, 2008), implementing those changes in fees described herein immediately upon the effective date set forth herein.

SECTION 5. That Resolution No. 1992-865, adopted the 29<sup>th</sup> day of June 1992, is hereby rescinded upon the effective date of this Resolution.

SECTION 6. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be file in the book of original resolutions.

PASSED AND ADOPTED this 16th day of January 2008.

\_\_\_\_\_  
Patrick Hunter, Mayor

ATTEST:

\_\_\_\_\_  
Deborah S. Traffenstedt, City Clerk

ATTACHMENTS:

- Exhibit A - Encroachment Permit Fee Schedule (Use of Public Right-of-Way)
- Exhibit B - Subdivision Final Processing Fee Schedule

**EXHIBIT "A"**  
**CITY OF MOORPARK**  
**Encroachment Permit Fee Schedule**  
**(Use of Public Right-of-Way)**

	<b>Fee</b>
<b>I General</b>	
A Application Fee	\$ 75.00
B Permit/Inspection Fees (Permit shall be collected in addition to the application fee as follows:)	
1 Curb, gutter and/or sidewalk, Up to 100 linear feet* * Plus \$0.75 per linear foot over 100	\$ 75.00
2 Residential driveway (each opening)	\$ 75.00
3 Commercial Driveway (each opening)	\$ 200.00
4 Use of City right-of-way for temporary access to private property (swimming pool construction, major tree trimming, stump removal equipment access, landscaping, wall construction, etc.)	\$ 100.00
5 Miscellaneous construction and/or use of City right-of-way	\$ 75.00
Annual Citywide Permit	\$ 200.00
6 Placing and/or Relocation of utility poles	
Annual Citywide Permit	\$ 200.00
Per Pole	\$ 30.00
C For extension of each permit beyond the expiration date. (One (1) extension is allowed.)	\$ 50.00
<b>II Excavation Permits</b>	
A Application Fee	\$ 75.00
B Permit/Inspection Fees (Permit shall be collected in addition to the application fee as follows:)	
Percent of Construction cost based on City Engineer's Bond Estimate Fee Spreadsheet	5%
<p>Any additional costs related to the review of soils reports and/or shoring plans required for trench depths in excess of five feet shall be subject to additional charges sufficient to cover actual costs plus City overhead.</p>	
C Annual citywide permit for utility trenches Not exceeding two feet in width and sixty feet in length, dug at right angles to the centerline of the road, or an excavation not exceeding thirty square feet in area	\$ 500.00
Each excavation permitted under citywide permit	\$ 30.00
D For extension of each permit beyond the expiration date. (One (1) extension is allowed.)	\$ 50.00

**EXHIBIT "A"**  
**CITY OF MOORPARK**  
**Encroachment Permit Fee Schedule**  
**(Use of Public Right-of-Way)**

**Fee**

**III Transportation Permits**

- A Permit Fees
  - Permit Fee \$ 16.00  
 Truck or tractor and load exceeding legal width, legal length, legal height and/or legal weight as per State of California Vehicle Code (per vehicle, per trip) per VC
- B Annual Citywide Permit \$ 90.00  
 Truck or tractor and load, maximum width 12 feet, maximum height (loaded) 16 feet, maximum total length 75 feet, weight not to exceed purple loading (per vehicle per year) per Vehicle
- C Additional Charges  
 Special services necessitated by unusually large or heavy loads requiring engineering investigations, or other services
- D For extension of each permit beyond the expiration date. \$ 50.00  
 (One (1) extension is allowed.)

**IV Filming**

- A Application Fee \$ 75.00
- B Permit Fee  
 A filming fee shall be charged for each 24 hour day
- C Inspection Fee  
 The City may require that an inspector be present during filming on City public roads. The permittee shall pay to the City the actual costs of providing the inspection.
- D For extension of each permit beyond the expiration date. \$ 50.00  
 (One (1) extension is allowed.)

**V Emergency Call Outs**

Charges for emergency call outs shall be paid at the overtime rate, plus City overhead, for the positions responding for the time of the call out (Saturday, Sunday, Holiday, etc.). The charge for any emergency call out shall be based upon a minimum time of four hours per employee used, regardless of the actual length of time of the call out, for up to the first four hours used, and then at said applicable hourly overtime rate, plus City overhead, for the actual number of hours worked if beyond 4 hours. Emergency call outs for the purposes of this resolution shall be defined as providing men and equipment called to work at times when normal Public Works operations are secured.

**VI Fee Exemption**

As required, and Federal, State or local agency shall be exempt from the fees set forth herein, in accordance with applicable State and /or Federal law.

**EXHIBIT "A"**  
**CITY OF MOORPARK**  
**Encroachment Permit Fee Schedule**  
**(Use of Public Right-of-Way)**

**Fee**

**VII Geology and Geotechnical Report Review Deposit**

When the policies, guidelines and procedures of the City require geological or geotechnical submissions, investigations, reports or reviews, the applicant shall be required to pay an additional fee based on the actual or anticipated actual cost of review services

**VIII Other**

The fee for records search and other services shall be the total cost to the City including City overhead.

**EXHIBIT "B"**  
**CITY OF MOORPARK**  
**Subdivision Final Processing Fee Schedule**

	<b>Fee</b>
<b>I Maps</b>	
A Tract or Parcel Map Processing Fee	\$ 400.00
B Final Map, Parcel Map Check Fee	
Fixed Quality Control fee for technical correctness	\$ 2,400.00
* Plus \$34.00 per lot/parcel for the first three map checks and quality control only.	\$ 50.00
C Additional Checks	Actual Cost (Plus City Overhead)
D General Provisions	
1 Any alterations to the exterior boundary or redesign of interior lot(s) after the initial map check will be considered a new submittal	
2 All fees shall be paid at the time of submittal	
3 If the actual cost (including City overhead) of map checking exceeds the total fee deposits, the developer shall pay the actual cost (including City overhead) to the City.	
4 Actual Cost shall include: staff labor costs (plus City overhead) and/or contract labor costs (plus City overhead), plus reimbursable expenses (i.e. reproductions, etc.)	
<b>II Plan Checks</b>	
A Grading and Development Final Civil Improvements	See Sec V for fee
A fixed fee based upon the Fee Schedule set forth in Section V of this Exhibit	
B Subdivision and Other Major Improvement Plan Changes	3%
An Improvement Plan Change Fee of 3% of the estimate of costs of additional improvements including work for which a Grading Permit must be obtained.	
C Revisions to Approved Tentative Subdivision Map	\$ 1,000.00 per sheet
Any substantial revisions (i.e. street alignments, pad sizes, pad elevation changes in excess of two feet) to approved tentative subdivision maps shall require City Council Approval. A fee of \$1,000 per sheet, not including any required planning fees, shall be required for any such application of map revision.	
D General Provisions	
1 The number of plan checks covered by the above described fees shall be limited to three. The third plan submittal shall be checked to confirm that said plan submittal is correct and complete. Any additional plan checking efforts required to approve said shall be at deposit of actual cost plus City overhead	
2 All fees shall be paid at the time of submittal	
3 If the actual cost (including City overhead) of plan checking exceeds the total deposits, the developer shall pay the actual cost (including City overhead) to the City.	
4 Actual Cost shall include: staff labor costs (plus City overhead) and/or contract labor costs (plus City overhead), plus reimbursable expenses (i.e. reproductions, etc.)	

**EXHIBIT "B"**  
**CITY OF MOORPARK**  
**Subdivision Final Processing Fee Schedule**

**Fee**

**III Inspection**

Subdivision and Other Major Improvements

A refundable deposit shall be paid based upon the Fee Schedule set forth in Section V of this Exhibit. Any funds remaining upon project completion and bond exoneration shall be refunded

See Sec V  
 for deposit  
 Actual Cost  
 (Plus City Overhead)

**IV Geology and Soil Engineering Review**

The fees set forth below shall be required for the review and processing of geology and soil engineering reports by outside geotechnical consultants, when and if such review is required by the City Engineer as determined by the City or State guidelines.

	Geotechnical	Geology
Single Lot	\$ 2,300.00	\$ 2,300.00
2-6 lot subdivision	\$ 3,000.00	\$ 3,000.00
7-50 lot subdivision	\$ 4,300.00	\$ 4,300.00
for each lot over 50	\$ 300.00	\$ 300.00

Special submittal, investigations, reports, or reviews will require deposits based on the actual or anticipated actual cost (including City overhead). The above fees will cover one review and one follow-up review. Fees for additional reviews are to be paid on an actual time basis (including City overhead).

**V Fee Schedule**

The following schedule shall be used to calculate the Plan Checking Fee (Section IIA), and the Inspection Fee Deposit (Section III).

Said fee schedule is based upon the bond estimate of improvement costs.

		of cost
0	999	\$ 600.00
1,000 -	9,999	\$ 430.00 + 15%
10,000 -	49,999	\$ 2,400.00 + 10%
50,000 -	99,999	\$ 8,100.00 + 5%
100,000 -	999,999	\$ 11,680.00 + 2%
1,000,000	and over	\$ 37,500.00 + 1%