

**TOWN OF FAIRFAX
STAFF REPORT**

To: Mayor, Members of the Town Council

From: Michael Rock, Town Manager
Laurie Ireland-Ashley, Finance Department 

Date: September 1, 2010

Subject: Discussion/Consideration of the Adoption of a Resolution of the Town Council of the Town of Fairfax adopting a revised Master Fee Schedule

RECOMMENDATION

Discussion/Consideration of the Adoption of a Resolution of the Town Council of the Town of Fairfax adopting a revised Master Fee Schedule.

DISCUSSION

Under state law, municipalities may charge fees for services or regulatory activities which do not exceed the reasonable cost of providing those services or activities. The Town of Fairfax has a current active Master Fee Schedule adopted by the Town Council on September 6, 2006. Since that time period general operating costs have continued to rise. The Town hired Willdan Financial Services to complete a User Fee Study dated May 15, 2009 (the "User Fee Study") to analyze the Town's costs of services and activities for which fees may be charged. The User Fee Study then identified through a Cost Allocation Plan (CAP) fees that recover those costs.

Willdan identified the Fully Burdened Hourly Rate (FBHR) for several key positions within the Town of Fairfax. FBHR includes all of the costs, direct and indirect associated with the position. Direct Labor (Salary & Benefits), and Indirect (Departmental Overhead and Central Services overhead) to determine the true cost to the Town of performing various functions.

Based upon this analysis and the User Fee Full Cost Recovery Calculation (so that the Town is recouping the incurred expenses of staff), the Staff reviewed all of the fees currently charged by the Town. Staff proposes the adoption of a new fee resolution in accordance with the following:

Planning Fees (Exhibit A)

Staff recommends that the planning fees be adjusted to reflect the Planning Department Fees listed in Exhibit A.

Willdan reviewed the services provided by the Planning Department. Based on that input, Staff recommends that the Town change the fee schedule in the areas of Environmental Review, Lot Line Adjustments, and Subdivisions to a deposit, then FBNR + Materials. This will create a fair balance for the use of staff time. The rate will be entirely based upon the actual time used and therefore fairly represented for each project.

Building Permit Fees (Exhibit B)

Staff recommends that the building permit fees be established as provided in Exhibit B. Those fees reflect the FBHR with the exception of the Water Heater, and Furnace Building Permits. For those, in an effort to foster and insure compliance for the public safety, staff recommends that these permits be set at a rate of \$100 each with the Town absorbing the remainder of the FBHR. Staff further recommends that the Residential Earthquake Retrofit, and Commercial ADA Minor/Major Upgrades be reflected at a zero cost to the citizens with the Town absorbing the remainder of the FBHR. Per previous Council direction, Solar permits remain exempt.

Administrative, Facilities and Police Fees (Exhibit C, D, and E)

Staff recommends that the Administrative fees be set as provided in Exhibit C, that the Facilities Rental fees be increased in all categories as shown in Exhibit D. The Facilities Rental fee recommendations were reviewed by the Parks & Recreation Committee prior to submission to Council.

Finally, staff recommends that Police Fees be adjusted based on Exhibit E. One of those fees, Subpoena Town Employee for Civil Matter, is reduced because state law limits the amount of recovery to \$150.

Business License Fees

Staff proposes to bring back to a future Council meeting an amended Business License Ordinance that will change the way the Town collects the business license fee from the real estate community. Currently real estate agents and brokers are charged a business license fee. An easier system is to charge the real estate brokers only a % of gross receipts of their sales they record in Fairfax and not charge the agents at all. There is no fiscal impact to the Town as we expect to collect about the same amount of fees and from a smaller and much more stable group (the brokers) thus saving some time and money on the collection of these fees.

FISCAL IMPACT

Full Cost Recovery Fees would contribute to a sustainable budget. The estimated revenue increase to the Town is difficult to calculate because it depends on the state of the economy and what decisions people make regarding using each service for which a fee is charged.

ATTACHMENTS

1. Resolution Adopting Master Fee Schedule
2. Exhibit A: Planning Fees
3. Exhibit B: Building Fees
4. Exhibit C: Administrative Fees
5. Exhibit D: Facilities Fees
6. Exhibit E: Police Fees
7. Exhibit F: Planning Fees without Indirect or Direct Overhead
8. Exhibit G: Building Fees without Indirect or Direct Overhead
9. Exhibit H: Building Permit Municipalities Comparison

RESOLUTION NO.

**A RESOLUTION OF THE TOWN OF FAIRFAX APPROVING THE
MASTER FEE SCHEDULE TO RECOVER COSTS AND
PROVIDE IMPROVED CUSTOMER SERVICE**

WHEREAS, state law, as codified in Government Code section 50076, permits municipalities to charge fees for services or regulatory activities which do not exceed the reasonable cost of providing those services or activities; and

WHEREAS, the Town retained Willdan Financial Services to complete a User Fee Study dated May 15, 2009 (the "User Fee Study") to analyze the Town's costs of services and activities for which fees may be charged; and

WHEREAS, based on the User Fee Study, the Town Council hereby determines that it is necessary that fees pertaining to planning fees, building permit fees, administrative fees, facilities fees, and police fees be more commensurate with the costs to the Town of Fairfax, relative to providing such services; and

WHEREAS, based on the User Fee Study, the Town Council hereby finds that the fees identified in Exhibits A-E do not exceed the reasonable costs of providing the services or activities for which they are charged; and

WHEREAS, the Town Council further hereby determines that planning, building, administrative, facilities and police fees geared to improve cost recovery are critical to the goal of providing excellent customer service, given budget constraints and related impacts on the General Fund of the Town of Fairfax.

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Fairfax does hereby adopt the following attached fee schedule listed as Exhibits A-E.

The foregoing Resolution was duly passed and adopted at a Regular Meeting of the Town Council of the Town of Fairfax held in said Town on the 1st day of September, 2010, by the following vote, to wit:

AYES:
NOES:
ABSENT:

LEW TREMAINE, MAYOR

Attest:

Town Clerk, Judy Anderson

Exhibit A

Resolution No.

Fee Schedule : Planning Fees

Year: 2010/2011

| FB Minute Rate (FB Hourly Rate/60 Minutes) | FB Hourly Rate ¹ | Total Time (in Hours) | Fully Burdened Cost to Provide Service Permit Cost | Current Fee | Proposed Fee | Fee Change |
|---|-----------------------------|-----------------------|---|-------------|--------------|------------|
| | | | | | | |

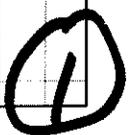
PLANNING FEES

The following fees are based upon an estimate of the minimal amount of planning staff time necessary to process various planning entitlements. These fees do not include costs pertaining to other Town Staff members related to processing planning entitlements. Also, the following fee schedule does not include the cost or related fees associated with the review of an application by the Town Engineer.

| | | | | | | |
|---|------|--|-------|------|-------|------|
| Basic Sign Permit Fee (conforming use) | 0.92 | | \$102 | \$35 | \$102 | \$67 |
|---|------|--|-------|------|-------|------|

Design Review Fees

| | | | | | | |
|---|-------|--|---------|-------|---------|---------|
| Preliminary Design Review Signs | 1.67 | | \$201 | \$50 | \$201 | \$151 |
| Permit | | | \$100 | \$100 | \$100 | \$0 |
| Modification | 1.67 | | \$201 | \$100 | \$201 | \$101 |
| Banner Installation (non-profit) | 6.50 | | \$507 | \$51 | \$350 | \$299 |
| Confiscated Sign - (Real Estate) | 1.75 | | \$158 | \$27 | \$158 | \$131 |
| Exterior Color Change | 2.00 | | \$150 | \$150 | \$150 | \$0 |
| Residential Construction >= \$19,999 | 7.50 | | \$905 | \$300 | \$945 | \$645 |
| Residential Construction <= \$20,000 | 7.50 | | \$905 | \$750 | \$945 | \$195 |
| Commercial Projects - Minor | 4.00 | | \$471 | \$750 | \$750 | \$0 |
| Commercial Projects - Major | 45.50 | | \$5,599 | \$750 | \$5,600 | \$4,850 |
| Modification | 3.75 | | \$464 | \$0 | \$475 | \$475 |
| Modification of Approved Plan | 7.50 | | \$905 | \$0 | \$945 | \$945 |
| Multiple Residential, per Each Unit Over 10 | 45.50 | | \$5,599 | \$70 | \$5,600 | \$5,530 |



| Service/Application | Time in Hrs | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|-------|--------------------|--------------|------------|
| Violation Inspection (Violator Billed) | 3.50 | \$467 | \$80 | \$467 | \$387 |
| Ridgeline Scenic Corridors | | | | | |
| Principal Structures | 5.50 | \$658 | \$750 | \$750 | \$0 |
| Accessory Structures | 5.50 | \$658 | \$275 | \$750 | \$475 |
| Planned Development District (**Deposits for Contract Planners) | | | | | |
| Preliminary Development Plan | 0.00 | \$0 | \$950 | \$2,500 | \$1,550 |
| Master Plan | 0.00 | \$0 | \$950 | \$2,500 | \$1,550 |
| Precise Plan | 0.00 | \$0 | \$950 | \$2,500 | \$1,550 |
| Amendment to Approved Plan | 0.00 | \$0 | \$950 | \$2,500 | \$1,550 |
| Rezoning and Pre-zoning | | | | | |
| Rezoning and Pre-zoning | 0.00 | \$0 | \$772 | \$3,000 | \$2,228 |
| | | | + graphics at cost | | |
| General Plan Amendment | | | | | |
| General Plan Text | 0.00 | \$0 | \$772 | \$2,500 | \$1,728 |
| | | | + graphics at cost | | |
| General Plan Map | 0.00 | \$0 | \$772 | \$2,500 | \$1,728 |
| | | | + graphics at cost | | |
| ** All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at consultant cost plus 30% or FHBR per hour. | | | | | |
| Use Permits | | | | | |
| Use Permit | 7.50 | \$943 | \$925 | \$942 | \$17 |
| Modifications of Approved Use Permits | 7.50 | \$943 | \$465 | \$942 | \$477 |
| Variances | | | | | |
| Fences | 4.50 | \$534 | \$450 | \$534 | \$84 |
| Modification of Approved Fence Variances | 4.50 | \$534 | \$230 | \$534 | \$304 |
| All Other Variances | 7.00 | \$854 | \$925 | \$925 | \$0 |
| Modification of Approved Variances | 6.00 | \$738 | \$465 | \$925 | \$460 |
| Renewal, Extension of Time | 1.00 | \$142 | \$175 | \$175 | \$0 |
| Annexation | | | | | |
| Annexation Application/Processing | 0.50 | \$80 | \$950 | \$950 | \$0 |
| LAFCO Fee (estimated minimum) | 0.50 | \$80 | \$7,500 | \$4,795 | -\$2,705 |

| Service/Application | Time in Hrs | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|---------|-------------|--|------------|
| Hill Area Residential Development Permit (HRD) | | | | | |
| HRD | 41.58 | \$5,159 | \$1,100 | \$5,158 | \$4,058 |
| Modification of Approved HRD Permit | 0.00 | \$0 | \$545 | \$5,158 | \$4,613 |
| Renewal | 1.50 | \$181 | \$175 | \$180 | \$5 |
| Traffic Impact Report (TIP) - consultant fees | | | | | |
| TIP | 43.00 | \$5,430 | \$905 | \$5,430 | \$4,525 |
| + | 5.50 | \$699 | \$420 | \$698 | \$278 |
| Illegal Tree Cutting Fee | 0.00 | \$0 | \$500 | \$1,000 | \$500 |
| Well Drilling Permit | 0.00 | \$0 | \$126 | \$126 | \$0 |
| Research (\$60.00 minimum) | 0.00 | \$0 | \$60 | FBHR Rate per dept - \$60.00 Minimum | |
| This Fee pertains to extensive research of records and information at Town Hall by Town Hall Staff | | | | | |
| Photocopying - Planning | 0.08 | \$7 | \$2 | .25 per page for the first 10 pages additional pages at staff hourly rate | |
| Ordinance Preparation | | | | | |
| Application Fee | 30.00 | \$3,713 | \$630 | \$3,713.00 minimum (FHBR per hour over 30 hours) | |
| Town Attorney Deposit | 0.00 | \$0 | \$390 | \$400.00 Deposit (\$190.00 per hour) | |
| Development Agreement | | | | | |
| Application Fee | 6.00 | \$815 | \$578 | \$814.00 minimum (FHBR per hour over 6 hours) | |
| Town Attorney Deposit | 0.00 | \$0 | \$380 | \$400.00 Deposit (\$190.00 per hour) | |
| Excavation or Fill | | | | | |
| 1 to 25 cubic yards | | \$39 | | | |
| 1 to 100 Cubic Yards | 0.75 | \$101 | \$72 | \$100 | \$28 |
| Over 100 Cubic Yards | 10.50 | \$1,376 | \$144 | \$1,375 | \$1,231 |
| Certificates of Compliance | | | | | |



| Service/Application | Time in Hrs | Cost | Current Fee | Proposed Fee | Fee Change |
|---|-------------|----------------------|----------------------|--------------|------------|
| Any | 4.25 | \$535 | \$264 | \$535 | \$271 |
| | | plus \$37 per parcel | plus \$37 per parcel | | |
| conditional certificates | 0.00 | \$264 | \$264 | \$264 | \$0 |
| | | plus \$37 per parcel | plus \$37 per parcel | | |
| Encroachment Permits | | | | | |
| Fences | 5.00 | \$595 | \$95 | \$595 | \$500 |
| Retaining Walls | 6.00 | \$719 | \$300 | \$718 | \$418 |
| Other Structures | 6.00 | \$719 | \$200 | \$718 | \$518 |
| Street Opening Permit | 2.50 | \$283 | \$125 | \$282 | \$157 |
| Environmental Review (**Deposits) | | | | | |
| Initial Study/Negative Declaration | 40.00 | \$4,951 | \$575 | \$2,500 | \$1,925 |
| Environmental Impact Report | 0.00 | \$0 | \$0 | \$2,500 | \$2,500 |
| County Processing Fee | 0.00 | \$0 | \$0 | \$2,500 | \$2,500 |
| Mitigation Monitoring | 0.00 | \$0 | \$60 | \$2,500 | \$2,440 |
| State Fish and Game Fees | 0.00 | \$0 | \$0 | \$2,500 | \$2,500 |
| ** All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at consultant cost plus 30%. | | | | | |
| Lot Line Adjustments | | | | | |
| Lot Line Adjustment Application/Processing - Ministerial | 12.00 | \$1,499 | \$263 | \$1,500 | \$1,237 |
| Lot Line Adjustment Application/Processing - Discretionary | 20.00 | \$2,489 | \$263 | \$2,500 | \$2,237 |
| Engineering Deposit | 0.00 | \$0 | \$225 | \$2,500 | \$2,275 |
| ** All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at FHBR by dept per hour. | | | | | |
| Subdivisions | | | | | |
| Tentative Map | | | | | |
| a. Less than 5 lots | 0.00 | \$0 | \$772 | \$2,500 | \$2,500 |
| b. 5 lots or more | 0.00 | \$0 | \$772 | \$2,500 | \$1,728 |
| c. Extension of Tentative Map | 0.00 | \$0 | \$263 | \$2,500 | \$2,237 |

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| Service/Application | Time in Hrs | Cost | Current Fee | Proposed Fee | Fee Change |
|---|-------------|---------|-------------|----------------------------|------------|
| Final Map Fee | 0.00 | \$0 | \$210 | \$2,500 | \$2,290 |
| Preliminary Planning Review | | | | | |
| Preliminary review of planning entitlement applications, and related consultation with the Planning Director | | | | 1 Hr Deposit + FBNR x Time | |
| Review of building permit applications to determine if decision by Planning Commission or Design Review Board is required (for project valuation under \$50,000) | 2.00 | \$266 | \$140 | \$265 | \$125 |
| Review of building permit applications to determine if decision by Planning Commission or Design Review Board is required (for project valuation greater than or equal to \$50,000) | 2.50 | \$327 | \$230 | \$327 | \$97 |
| Appeal Fee | 8.00 | \$1,095 | \$105 | \$300 | \$195 |
| ENGINEERING REVIEW FEES* | | | | | |
| Commercial Projects | 0.00 | \$0 | \$850 | \$850 | \$0 |
| HRD Permit Review, Single Family Residences | 20.00 | \$2,475 | \$750 | \$2,500 | \$1,750 |
| HRD Permit Review, 50% (or greater) Remodels | 20.00 | \$2,475 | \$500 | \$2,500 | \$2,000 |
| Non-HRD, Single Family Residences | 0.00 | \$0 | \$650 | \$650 | \$0 |
| Non-HRD, 50% (of greater) Remodels | 0.00 | \$0 | \$450 | \$450 | \$0 |
| Planned Development District Applications | 10.00 | \$1,238 | \$750 | \$1,250 | \$500 |
| Annexation | 10.00 | \$1,238 | \$850 | \$1,250 | \$400 |
| Traffic Impact Permit | 0.00 | \$0 | \$750 | \$750 | \$0 |
| Excavation Permit Review | 10.00 | \$1,238 | \$500 | \$1,250 | \$750 |
| Map Review | 20.00 | \$2,475 | \$850 | \$2,500 | \$1,650 |

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| Service/Application | Time in Hrs | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|-------|---|--------------|------------|
| Site Specific Engineering Review * These deposits are estimated minimums based upon the cost of reviewing various permits and entitlements, plus 20% for related planning review and administrative costs. | 5.00 | \$619 | \$450 | \$450 | \$0 |
| * Unused portions of these fees will be refunded to the applicant at the conclusion of the permit or entitlement review process. If the cost of the review exceeds the original deposit amount, the applicant will be required to deposit additional monies, at the rate of \$96 per hour, before processing continues or prior to the issuance of the respective permits or entitlements. | | | * Unused portions of these fees will be refunded to the applicant at the conclusion of the permit or entitlement review process. If the cost of the review exceeds the original deposit amount, the applicant will be required to deposit additional monies, at the rate of \$150 per hour, before processing continues or prior to the issuance of the respective permits or entitlements. | | |
| CONTRACT OR CONSULTING SERVICES In addition to planning staff, and the services of the Town Engineer, the services of an outside consultant, other than an Environmental Impact Report Consultant may be necessary. The consultant's time will be charged on a cost basis plus 10% of the contract cost to recover administrative costs incurred by the Town. | | | In addition to planning staff, and the services of the Town Engineer, the services of an outside consultant, other than an Environmental Impact Report Consultant may be necessary. The consultant's time will be charged on a cost basis plus 30% of the contract cost to recover administrative costs incurred by the Town. | | |
| ADVANCED PLANNING, TECHNOLOGY and INFRASTRUCTURE IMPROVEMENT FEES | | | | | |
| General Plan Maintenance Fee | 0.00 | \$0 | 5% on building permit fee with a value greater than \$10,000 | | |
| Technology Improvement Fee | 0.00 | \$0 | 5% on building permit fee | | |
| Infrastructure Improvement Fee | 0.00 | \$0 | 5% on building permit fee | | |
| PENALTY FOR WORK WITHOUT VALID ENTITLEMENT OR PERMITS | | | | | |

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| Service/Application | Time in Hrs | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|-------|-------------|--------------|------------|
| <p>Where work requiring a permit or entitlement required by the Fairfax Town Code or the Uniform or California Building Codes, for which fees are specified in this resolution, is started or proceeded with prior to obtaining said permit, the fees shall be three times the cost of the required permit. The payment of such fees shall not relieve any persons from fully complying with the requirements of the Codes in the execution of the work nor from any other penalties prescribed therein.</p> | | | | | |
| REIMBURSEMENT OF TOWN ATTORNEY COSTS | | | | | |
| <p>The Town Attorney's time is charged at the rate specified in the current contract with the Town. A minimum deposit equivalent to one hour of time is required in conjunction with a formal request for the Town Attorney Services</p> | | | | | |
| RESIDENTIAL RE-SALE INSPECTION | | | | | |
| Residential Re-Sale Inspection | 3.25 | \$469 | \$210 | \$340 | \$130 |
| Per additional living Unit | 0.50 | \$81 | \$25 | \$25 | \$0 |
| SOLAR ENERGY PERMIT FEES | | | | | |
| Installation of Solar Energy collection devices | 1.25 | \$182 | Waived | Waived | |

Exhibit B
Resolution No.
Fee Schedule : Building Permits
Year: 2010/2011



| Service/Application (FB Hourly Rate/60 Minutes) | Total Time (in Hours) | Fully Burdened Cost to Provide Service | | Current Fee | | Proposed Fee | Fee Change |
|--|--------------------------|--|-------------|---------------|-------------|--------------|------------|
| | | Permit Cost | Cost | Fee | Valuation | | |
| RESIDENTIAL | | | | | | | |
| New Home | 39 | \$ 6,004.27 | \$ 5,608.75 | \$ 1,000,000. | \$ 6,004.27 | \$ 396 | |
| Major Remodel | 29 | \$ 4,462.55 | \$ 543.25 | \$ 40,000 | \$ 4,462.55 | \$ 3,919 | |
| Major Kitchen Structural | 22 | \$ 3,324.18 | \$ 251.25 | \$ 15,000 | \$ 3,324.18 | \$ 3,073 | |
| Major Bath Structural | 16 | \$ 2,309.39 | | | \$ 2,309.39 | \$ 2,309 | |
| Minor Kitchen | 12 | \$ 1,782.46 | | | \$ 1,782.46 | \$ 1,782 | |
| Addition Major | 22 | \$ 3,324.18 | | | \$ 3,324.18 | \$ 3,324 | |
| Minor Bath | 7 | \$ 1,014.80 | | | \$ 1,014.80 | \$ 1,015 | |
| Roof Large | 4 | \$ 608.24 | | | \$ 608.24 | \$ 608 | |
| Roof Small | 3 | \$ 445.62 | | | \$ 445.62 | \$ 446 | |
| Water Heater | 2 | \$ 323.65 | | | \$ 100.00 | \$ 100 | |
| Water Line | 2 | \$ 282.99 | | | \$ 282.99 | \$ 283 | |
| Gas Service | 4 | \$ 526.93 | | | \$ 526.93 | \$ 527 | |
| Electrical Service | 4 | \$ 526.93 | | | \$ 526.93 | \$ 527 | |
| Solar | 4 | \$ 526.93 | | Exempt | \$ 526.93 | \$ 527 | |
| Furnace | 2 | \$ 323.65 | | | \$ 100.00 | \$ 100 | |
| Addition Minor | 14 | \$ 2,192.22 | \$ 713.75 | \$ 60,000 | \$ 2,192.22 | \$ 1,478 | |
| Garage New | 17 | \$ 2,598.78 | | | \$ 2,598.78 | \$ 2,599 | |
| Carport New | 11 | \$ 1,704.35 | | | \$ 1,704.35 | \$ 1,704 | |
| Garage Repair | 7 | \$ 1,096.11 | | | \$ 1,096.11 | \$ 1,096 | |
| Carport Repair | 7 | \$ 1,096.11 | \$ 181.25 | \$ 10,000 | \$ 1,096.11 | \$ 915 | |
| Deck New | 7 | \$ 1,096.11 | | | \$ 1,096.11 | \$ 1,096 | |

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| Service/Application | Time in Hrs | Cost | Fee | Valuation | Proposed Fee | Fee Change |
|-------------------------------------|-------------|-------------|-----------|-----------|--------------|--------------|
| Deck Repair | 5 | \$ 689.55 | | | \$ 689.55 | \$690 |
| New Foundation | 6 | \$ 933.49 | | | \$ 933.49 | \$933 |
| Earthquake Retro | 3 | \$ 445.62 | | | \$ - | \$0 |
| Ejector Pump | 3 | \$ 364.30 | | | \$ 364.30 | \$364 |
| Sun Room | 5 | \$ 689.55 | | | \$ 689.55 | \$690 |
| Garage Door | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Pool House | 17 | \$ 2,680.09 | | | \$ 2,680.09 | \$2,680 |
| Re-pipe Home | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Radiant Heating | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |
| Creek Bank Repairs | 12 | \$ 1,866.97 | \$ 321.25 | \$ 20,000 | \$ 1,866.97 | \$1,546 |
| Woodstove | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Swimming Pool | 9 | \$ 1,297.79 | | | \$ 1,297.79 | \$1,298 |
| Hot Tub | 4 | \$ 526.93 | | | \$ 526.93 | \$527 |
| Retaining Wall | 7 | \$ 1,096.11 | | | \$ 1,096.11 | \$1,096 |
| COMMERCIAL | | | | | | |
| Major Remodel | 44 | \$ 6,693.82 | | | \$ 6,693.82 | \$6,694 |
| Roof Large | 6 | \$ 912.36 | | | \$ 912.36 | \$912 |
| Roof Small | 5 | \$ 668.42 | | | \$ 668.42 | \$668 |
| Water Heater | 3 | \$ 485.47 | | | \$ 485.47 | \$485 |
| Water Line | 3 | \$ 424.49 | | | \$ 424.49 | \$424 |
| Gas Service | 5 | \$ 790.39 | | | \$ 790.39 | \$790 |
| Electrical Service | 5 | \$ 790.39 | | | \$ 790.39 | \$790 |
| ADA Upgrades Minor | 7 | \$ 1,014.80 | | | \$ - | \$0 |
| ADA Upgrades Major | 11 | \$ 1,665.29 | | | \$ - | \$0 |
| Grease Traps | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Awning | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Sign Structural | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Freezer | 5 | \$ 689.55 | | | \$ 689.55 | \$690 |
| Mop Sink | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Solar | 5 | \$ 790.39 | | Exempt | \$ 790.39 | Exempt \$790 |
| RESIDENTIAL & COMMERCIAL | | | | | | |
| Pool Equipment | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |
| Demolition | 1 | \$ 120.37 | | | \$ 120.37 | \$120 |
| Insulation | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |

| Service/Application | Time in Hrs | Cost | Fee | Valuation | Proposed Fee | Fee Change |
|-----------------------|-------------|-------------|-----------|-----------|--------------|------------|
| Siding | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |
| Windows | 2 | \$ 282.99 | \$ 181.25 | \$ 10,000 | \$ 282.99 | \$102 |
| Doors | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Sheet Rock Repairs | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Minor Dry rot Repairs | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |
| Major Dry rot Repairs | 7 | \$ 1,014.80 | | | \$ 1,014.80 | \$1,015 |
| Plumbing Minor | 2 | \$ 282.99 | | | \$ 282.99 | \$283 |
| Plumbing Major | 5 | \$ 689.55 | | | \$ 689.55 | \$690 |
| Interior Stairway | 5 | \$ 689.55 | | | \$ 689.55 | \$690 |
| Exterior Stairway | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |
| Air Conditioning | 2 | \$ 323.65 | | | \$ 323.65 | \$324 |
| Temp Power Pole | 4 | \$ 526.93 | | | \$ 526.93 | \$527 |
| Sauna | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |
| Skylight | 3 | \$ 445.62 | | | \$ 445.62 | \$446 |

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Exhibit C
 Resolution No.
 Fee Schedule : ADMINISTRATIVE
 Year 2010/2011

| Type of Service | Current Fee | Proposed Fee | Fee Change |
|---|-------------------------|------------------------------|---------------|
| Service/Application | Current Fee | Proposed Fee | Fee Change |
| Returned Check Fee | \$ - | \$ 35.00 | \$35 new fee |
| Duplication - CD | | | |
| Recording of Town Council Meetings | \$ - | \$ 5.00 | \$5 new fee |
| Photocopying Fee (8 1/2 x 11) | \$ 2.00 | .25 for pages 1-10 | |
| | for 1st page, .25 after | Staff rate thereafter | |
| Candidate Filing Fee | | | |
| County - pass thru cost | annual rate | annual rate | \$0 |
| Town Clerk Processing Fee | \$ - | \$ 125.00 | \$125 new fee |
| Research Fee (\$60.00 minimum) | | | |
| For extensive research of records and information by Town Hall Staff | \$ - | \$ 60.00 | \$60 new fee |
| | | FBHR per dept - \$60 minimum | |
| Council Agenda Packet - Paper | \$ - | \$ 20.00 | \$20 new fee |
| Duplicate Business License | \$ - | \$ 25.00 | \$25 new fee |

Exhibit D
 Resolution No.
 Fee Schedule : FACILITIES RENTAL FEES
 Year 2010/2011

| Type of Service | Current Fee | Proposed Fee | Fee Change |
|---|-------------|--------------|---------------|
| Facility/Property | Current Fee | Proposed Fee | Fee Change |
| Women's Club (per hour rates) | | | |
| Fairfax, non-profit group | \$ 23.00 | \$ 50.00 | \$27 |
| Non-Fairfax, non-profit group | \$ 52.00 | \$ 75.00 | \$23 |
| Fairfax Resident, private event | \$ 75.00 | \$ 100.00 | \$25 |
| Non-Resident, private event | \$ 81.00 | \$ 125.00 | \$44 |
| Fairfax Youth Event (\$100 Deposit) | \$ - | \$ 25.00 | \$25 new fee |
| Pavilion (3 Hour Minimum) | | | |
| Fairfax, non-profit group | \$ 46.00 | \$ 75.00 | \$29 |
| Non-Fairfax, non-profit group | \$ 104.00 | \$ 125.00 | \$21 |
| Fairfax Resident, private event | \$ 167.00 | \$ 185.00 | \$18 |
| Non-Resident, private event | \$ 173.00 | \$ 215.00 | \$42 |
| Fairfax Youth Event (\$100 Deposit) | \$ - | \$ 25.00 | \$25 new fee |
| Bolinas & Peri Park (2 hour minimum) | | | |
| Non-Profit Group - per hour | \$ - | \$ 50.00 | \$50 new fee |
| Private Event - per hour | \$ - | \$ 75.00 | \$75 new fee |
| Non-Profit Group - Day Rate | \$ - | \$ 250.00 | \$250 new fee |
| Private Event - Day Rate | \$ - | \$ 300.00 | \$300 new fee |
| All Facilities and Parks - required | | | |
| Maintenance Fee | \$ 58.00 | \$ 75.00 | \$17 |
| Street Closures * | | | |
| Town Sponsored Events | \$ 58.00 | \$ 75.00 | \$17 |
| All Other Events | \$ 173.00 | \$ 200.00 | \$27 |
| * Per day non-refundable | | | |

| | | | |
|-------------------------------------|--------------------|--------------------|------|
| Damage/Cleaning Deposit | | | |
| All Buildings | \$ 400.00 | \$ 450.00 | \$50 |
| If alcohol is served | \$ 500.00 | \$ 550.00 | \$50 |
| Damage/Cleaning Deposit | | | |
| All Parks | \$ 250.00 | \$ 300.00 | \$50 |
| If alcohol is served | \$ 350.00 | \$ 400.00 | \$50 |
| Key Deposit - All Buildings | | | |
| | \$ 25.00 | \$ 25.00 | \$0 |
| | or Drivers License | or Drivers License | |
| Key Loss Fee - All Buildings | | | |
| | \$ 40.00 | \$ 50.00 | \$10 |

Exhibit E
 Resolution No.
 Fee Schedule : POLICE DEPARTMENT
 Year 2010/2011

| Type of Service | Current Fee | Proposed Fee | Fee Change |
|--|--------------------|---|---------------|
| Service/Application | Current Fee | Proposed Fee | Fee Change |
| Reports: | | | |
| Traffic Accidents | \$ 15.00 | \$ 15.00 | \$0 |
| Crime and Incidents | \$ 15.00 | \$5 for pages 1- 10 \$.10 each additional page | variable |
| Duplication | | | |
| Audio, Video, & Data | <i>actual cost</i> | <i>actual cost</i> | \$0 |
| Vehicle | | | |
| Release | \$ 35.00 | \$ 75.00 | \$40 |
| Immobilization Device Removal (Boot) | \$ 75.00 | \$ 120.00 | \$45 |
| Repossession Fee | \$ 25.00 | \$ 25.00 | \$0 |
| Fingerprints | | | |
| Ink | \$ 25.00 | \$ 25.00 | \$0 |
| Livescan | \$ - | \$ 20.00 | \$20 |
| Bicycle License | | | |
| Kid | \$ 1.00 | \$ 2.00 | \$1 |
| Adult | \$ 2.00 | \$ 2.00 | \$0 |
| Subpoena town employee for civil matter | | | |
| | \$ 165.00 | \$ 150.00 | -\$15 |
| Parking Permits (per year) | | | |
| Residents | \$ 60.00 | \$ 60.00 | \$0 |
| Merchants | \$ 120.00 | \$ 120.00 | \$0 |
| CCW Application Fee | | | |
| | \$ 100.00 | \$ 100.00 | \$0 |
| Security check - Home | | | |
| | \$0 | \$0 | \$0 |
| Street Closure- Block Party | 0 | \$ 25.00 | \$25 new fee |
| Letter | | | |
| Clearance / Good Citizen Letter | 0 | Residents \$25 | \$25 new fee |
| Notary and Fees arranged by requestor | 0 | Non-Residents \$50 | \$50 new fee |
| Research/Crime Analysis (per hr.) | 0 | \$ 45.00 | \$45 new fee |
| Special Events Staffing (per hr.) | 0 | \$ 100.00 | \$100 new fee |
| ABC One-day License | 0 | \$ 35.00 | \$35 new fee |

Exhibit F

Resolution No.

Fee Schedule : Planning Fees - Side by Side Comparison - FBHR and Rate without Overhead

Year: 2010/2011

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| FB Minute Rate (FB Hourly Rate/60 Minutes) | FB Hourly Rate ¹ | Total Time (in Hours) | Fully Burdened Cost to Provide Service Permit Cost | Cost to Provide Service without overhead Permit Cost | Current Fee | Proposed Fee - FBHR Cost | Fee Change- Compares to the FBHR Cost |
|---|-----------------------------|--------------------------|---|---|-------------|-----------------------------|--|
| Service/Application | | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |

PLANNING FEES

The following fees are based upon an estimate of the minimal amount of planning staff time necessary to process various planning entitlements. These fees do not include costs pertaining to other Town Staff members related to processing planning entitlements. Also, the following fee schedule does not include the cost or related fees associated with the review of an application by the Town Engineer.

Basic Sign Permit Fee (conforming use) 0.92 \$102

\$62 \$35 \$102 \$67

Design Review Fees

| | | | | | | |
|---|-------|---------|---------|-------|---------|---------|
| Preliminary Design Review Signs | 1.67 | \$201 | \$123 | \$50 | \$201 | \$151 |
| Permit | | \$100 | \$100 | \$100 | \$100 | \$0 |
| Modification | 1.67 | \$201 | \$123 | \$100 | \$201 | \$101 |
| Banner Installation (non-profit) | 6.50 | \$507 | \$375 | \$51 | \$350 | \$299 |
| Confiscated Sign - (Real Estate) | 1.75 | \$158 | \$124 | \$27 | \$158 | \$131 |
| Exterior Color Change | 2.00 | \$225 | \$138 | \$150 | \$224 | \$74 |
| Fences and Exterior Color Change | | \$150 | \$150 | \$150 | \$150 | \$0 |
| Residential Construction >= \$19,999 | 7.50 | \$905 | \$554 | \$300 | \$945 | \$645 |
| Residential Construction <= \$20,000 | 7.50 | \$905 | \$554 | \$750 | \$945 | \$195 |
| Commercial Projects - Minor | 4.00 | \$471 | \$306 | \$750 | \$750 | \$0 |
| Commercial Projects - Major | 45.50 | \$5,599 | \$3,606 | \$750 | \$5,600 | \$4,850 |
| Modification | 3.75 | \$464 | \$277 | \$0 | \$475 | \$475 |
| Modification of Approved Plan | 7.50 | \$905 | \$554 | \$0 | \$945 | \$945 |
| Multiple Residential, per Each Unit Over 10 | 45.50 | \$5,599 | \$3,606 | \$70 | \$5,600 | \$5,530 |
| Violation Inspection (Violator Billed) | 3.50 | \$467 | \$307 | \$80 | \$467 | \$387 |

Ridgeline Scenic Corridors

| Service/Application | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|---------|---------|-------------|--------------|------------|
| Principal Structures | 5.50 | \$658 | \$403 | \$750 | \$750 | \$0 |
| Accessory Structures | 5.50 | \$658 | \$403 | \$275 | \$750 | \$475 |
| Planned Development District (**Deposits for Contract Planners) | | | | | | |
| Preliminary Development Plan | 0.00 | \$0 | \$0 | \$950 | \$2,500 | \$1,550 |
| Master Plan | 0.00 | \$0 | \$0 | \$950 | \$2,500 | \$1,550 |
| Precise Plan | 0.00 | \$0 | \$0 | \$950 | \$2,500 | \$1,550 |
| Amendment to Approved Plan | 0.00 | \$0 | \$0 | \$950 | \$2,500 | \$1,550 |
| Rezoning and Pre-zoning | | | | | | |
| Rezoning and Pre-zoning | 0.00 | \$0 | \$0 | \$772 | \$3,000 | \$2,228 |
| + graphics at cost | | | | | | |
| General Plan Amendment | | | | | | |
| General Plan Text | 0.00 | \$0 | \$0 | \$772 | \$2,500 | \$1,728 |
| + graphics at cost | | | | | | |
| General Plan Map | 0.00 | \$0 | \$0 | \$772 | \$2,500 | \$1,728 |
| + graphics at cost | | | | | | |
| ** All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at consultant cost plus 30% or FHBR per hour. | | | | | | |
| Use Permits | | | | | | |
| Use Permit | 7.50 | \$943 | \$588 | \$925 | \$942 | \$17 |
| Modifications of Approved Use Permits | 7.50 | \$943 | \$588 | \$465 | \$942 | \$477 |
| Variances | | | | | | |
| Fences | 4.50 | \$534 | \$327 | \$450 | \$534 | \$84 |
| Modification of Approved Fence Variances | 4.50 | \$534 | \$327 | \$230 | \$534 | \$304 |
| All Other Variances | 7.00 | \$854 | \$558 | \$925 | \$925 | \$0 |
| Modification of Approved Variances | 6.00 | \$738 | \$452 | \$465 | \$925 | \$460 |
| Renewal, Extension of Time | 1.00 | \$142 | \$87 | \$175 | \$175 | \$0 |
| Annexation | | | | | | |
| Annexation Application/Processing | 0.50 | \$80 | \$49 | \$950 | \$950 | \$0 |
| LAFCO Fee (estimated minimum) | 0.50 | \$80 | \$49 | \$7,500 | \$4,795 | -\$2,705 |
| Hill Area Residential Development Permit (HRD) | | | | | | |
| HRD | 41.58 | \$5,159 | \$3,161 | \$1,100 | \$5,158 | \$4,058 |
| Modification of Approved HRD Permit | 0.00 | \$0 | \$0 | \$545 | \$5,158 | \$4,613 |
| Renewal | 1.50 | \$181 | \$111 | \$175 | \$180 | \$5 |
| Traffic Impact Report (TIP) - consultant fees | | | | | | |
| TIP | 43.00 | \$5,430 | \$3,325 | \$905 | \$5,430 | \$4,525 |

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| Service/Application | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|---------|---------|-------------|---|------------|
| + | 5.50 | \$699 | \$428 | \$420 | \$698 | \$278 |
| Illegal Tree Cutting Fee | 0.00 | \$0 | \$0 | \$500 | \$1,000 | \$500 |
| Well Drilling Permit | 0.00 | \$0 | \$0 | \$126 | \$126 | \$0 |
| Research (\$60.00 minimum) | 0.00 | \$0 | \$0 | \$60 | FBHR Rate per dept - \$60.00 Minimum | |
| This Fee pertains to extensive research of records and information at Town Hall by Town Hall Staff | | | | | | |
| Photocopying - Planning | 0.08 | \$7 | \$4 | \$2 | .25 per page for the first 10 pages additional pages at staff hourly rate | |
| Ordinance Preparation | | | | | | |
| Application Fee | 30.00 | \$3,713 | \$2,273 | \$630 | \$3,713.00 minimum (FHBR per hour over 30 hours) | |
| Town Attorney Deposit | 0.00 | \$0 | \$0 | \$390 | \$400.00 Deposit (\$190.00 per hour) | |
| Development Agreement | | | | | | |
| Application Fee | 6.00 | \$815 | \$499 | \$578 | \$814.00 minimum (FHBR per hour over 6 hours) | |
| Town Attorney Deposit | 0.00 | \$0 | \$0 | \$380 | \$400.00 Deposit (\$190.00 per hour) | |
| Excavation or Fill | | | | | | |
| 1 to 25 cubic yards | | \$39 | \$39 | | | |
| 1 to 100 Cubic Yards | 0.75 | \$101 | \$72 | \$72 | \$100 | \$28 |
| Over 100 Cubic Yards | 10.50 | \$1,376 | \$890 | \$144 | \$1,375 | \$1,231 |
| Certificates of Compliance | | | | | | |
| Any | 4.25 | \$535 | \$328 | \$264 | \$535 | \$271 |
| conditional certificates | 0.00 | \$264 | \$264 | \$264 | \$264 | \$0 |
| plus \$37 per parcel | | | | | | |
| Encroachment Permits | | | | | | |
| Fences | 5.00 | \$595 | \$382 | \$95 | \$595 | \$500 |
| Retaining Walls | 6.00 | \$719 | \$458 | \$300 | \$718 | \$418 |
| Other Structures | 6.00 | \$719 | \$458 | \$200 | \$718 | \$518 |
| Street Opening Permit | 2.50 | \$283 | \$244 | \$125 | \$282 | \$157 |

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| Service/Application | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|---------|---------|-------------|--------------|------------|
| Environmental Review (**Deposits) | | | | | | |
| Initial Study/Negative Declaration | 40.00 | \$4,951 | \$3,031 | \$575 | \$2,500 | \$1,925 |
| Environmental Impact Report | 0.00 | \$0 | \$0 | \$0 | \$2,500 | \$2,500 |
| County Processing Fee | 0.00 | \$0 | \$0 | \$0 | \$2,500 | \$2,500 |
| Mitigation Monitoring | 0.00 | \$0 | \$0 | \$60 | \$2,500 | \$2,440 |
| State Fish and Game Fees | 0.00 | \$0 | \$0 | \$0 | \$2,500 | \$2,500 |

**** All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at consultant cost plus 30%.**

| | | | | | | |
|--|-------|---------|---------|-------|---------|---------|
| Lot Line Adjustments | | | | | | |
| Lot Line Adjustment Application/Processing - Ministerial | 12.00 | \$1,499 | \$917 | \$263 | \$1,500 | \$1,237 |
| Lot Line Adjustment Application/Processing - Discretionary | 20.00 | \$2,489 | \$1,524 | \$263 | \$2,500 | \$2,237 |
| Engineering Deposit | 0.00 | \$0 | \$0 | \$225 | \$2,500 | \$2,275 |

**** All Deposits are submitted at the minimum listed above. When the balance reaches \$500 additional deposit funds will be requested to continue the project. All costs are at FHBR by dept per hour.**

| | | | | | | |
|-------------------------------|------|-----|-----|-------|---------|---------|
| Subdivisions | | | | | | |
| Tentative Map | | | | | | |
| a. Less than 5 lots | 0.00 | \$0 | \$0 | \$772 | \$2,500 | \$2,500 |
| b. 5 lots or more | 0.00 | \$0 | \$0 | \$772 | \$2,500 | \$1,728 |
| c. Extension of Tentative Map | 0.00 | \$0 | \$0 | \$263 | \$2,500 | \$2,237 |
| Final Map Fee | 0.00 | \$0 | \$0 | \$210 | \$2,500 | \$2,290 |

| | | | | | | |
|--|------|-------|-------|-------|-------|-------|
| Preliminary Planning Review | | | | | | |
| Preliminary review of planning entitlement applications, and related consultation with the Planning Director | | | | | | |
| Review of building permit applications to determine if decision by Planning Commission or Design Review Board is required (for project valuation under \$50,000) | 2.00 | \$266 | \$163 | \$140 | \$265 | \$125 |

| | | | | | | |
|---|------|-------|-------|-------|-------|------|
| Review of building permit applications to determine if decision by Planning Commission or Design Review Board is required (for project valuation greater than or equal to \$50,000) | 2.50 | \$327 | \$200 | \$230 | \$327 | \$97 |
|---|------|-------|-------|-------|-------|------|

| | | | | | | |
|------------|------|---------|-------|-------|-------|-------|
| Appeal Fee | 8.00 | \$1,095 | \$681 | \$105 | \$300 | \$195 |
|------------|------|---------|-------|-------|-------|-------|

1 Hr Deposit + FBNR x Time



| Service/Application | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|---------|---------|-------------|--------------|------------|
| ENGINEERING REVIEW FEES* | | | | | | |
| Commercial Projects | 0.00 | \$0 | \$0 | \$850 | \$850 | \$0 |
| HRD Permit Review, Single Family Residences | 20.00 | \$2,475 | \$1,515 | \$750 | \$2,500 | \$1,750 |
| HRD Permit Review, 50% (or greater) Remodels | 20.00 | \$2,475 | \$1,515 | \$500 | \$2,500 | \$2,000 |
| Non-HRD, Single Family Residences | 0.00 | \$0 | \$0 | \$650 | \$650 | \$0 |
| Non-HRD, 50% (of greater) Remodels | 0.00 | \$0 | \$0 | \$450 | \$450 | \$0 |
| Planned Development District Applications | 10.00 | \$1,238 | \$758 | \$750 | \$1,250 | \$500 |
| Annexation | 10.00 | \$1,238 | \$758 | \$850 | \$1,250 | \$400 |
| Traffic Impact Permit | 0.00 | \$0 | \$0 | \$750 | \$750 | \$0 |
| Excavation Permit Review | 10.00 | \$1,238 | \$758 | \$500 | \$1,250 | \$750 |
| Map Review | 20.00 | \$2,475 | \$1,515 | \$850 | \$2,500 | \$1,650 |
| Site Specific Engineering Review | 5.00 | \$619 | \$379 | \$450 | \$450 | \$0 |

* These deposits are estimated minimums based upon the cost of reviewing various permits and entitlements, plus 20% for related planning review and administrative costs.

* These deposits are estimated minimums based upon the cost of reviewing various permits and entitlements, plus 30% for related planning review and administrative costs.

* Unused portions of these fees will be refunded to the applicant at the conclusion of the permit or entitlement review process. If the cost of the review exceeds the original deposit amount, the applicant will be required to deposit additional monies, at the rate of \$96 per hour, before processing continues or prior to the issuance of the respective permits or entitlements.

* Unused portions of these fees will be refunded to the applicant at the conclusion of the permit or entitlement review process. If the cost of the review exceeds the original deposit amount, the applicant will be required to deposit additional monies, at the rate of \$150 per hour, before processing continues or prior to the issuance of the respective permits or entitlements.

CONTRACT OR CONSULTING SERVICES

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| Service/Application | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |
|--|-------------|-------|-------|-------------|--|------------|
| <p>In addition to planning staff, and the services of the Town Engineer, the services of an outside consultant, other than an Environmental Impact Report Consultant, may be necessary. The consultant's time will be charged on a cost basis plus 10% of the contract cost to recover administrative costs incurred by the Town.</p> | | | | | <p>In addition to planning staff, and the services of the Town Engineer, the services of an outside consultant, other than an Environmental Impact Report Consultant may be necessary. The consultant's time will be charged on a cost basis plus 30% of the contract cost to recover administrative costs incurred by the Town.</p> | |
| ADVANCED PLANNING, TECHNOLOGY and INFRASTRUCTURE IMPROVEMENT FEES | | | | | | |
| General Plan Maintenance Fee | 0.00 | \$0 | \$0 | | 5% on building permit fee with a value greater than \$10,000 | |
| Technology Improvement Fee | 0.00 | \$0 | \$0 | | 5% on building permit fee | |
| Infrastructure Improvement Fee | 0.00 | \$0 | \$0 | | 5% on building permit fee | |
| PENALTY FOR WORK WITHOUT VALID ENTITLEMENT OR PERMITS | | | | | | |
| <p>Where work requiring a permit or entitlement required by the Fairfax Town Code or the Uniform or California Building Codes, for which fees are specified in this resolution, is started or proceeded with prior to obtaining said permit, the fees shall be three times the cost of the required permit. The payment of such fees shall not relieve any persons from fully complying with the requirements of the Codes in the execution of the work nor from any other penalties prescribed therein.</p> | | | | | | |
| REIMBURSEMENT OF TOWN ATTORNEY COSTS | | | | | | |
| <p>The Town Attorney's time is charged at the rate specified in the current contract with the Town. A minimum deposit equivalent to one hour of time is required in conjunction with a formal request for the Town Attorney Services</p> | | | | | | |
| RESIDENTIAL RE-SALE INSPECTION | | | | | | |
| Residential Re-Sale Inspection | 3.25 | \$469 | \$329 | \$210 | \$340 | \$130 |
| Per additional living Unit | 0.50 | \$81 | \$60 | \$25 | \$25 | \$0 |

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| Service/Application | Time in Hrs | Cost | Cost | Current Fee | Proposed Fee | Fee Change |
|---|-------------|-------|-------|-------------|--------------|------------|
| SOLAR ENERGY PERMIT FEES | | | | | | |
| Installation of Solar Energy collection devices | 1.25 | \$182 | \$133 | Waived | Waived | |

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**Exhibit G
Resolution No.**

**Fee Schedule : Building Permits - Side by Side Comparison -FBHR and Rate without Overhead
Year: 2010/2011**



| Service/Application | Total Time (in Hours) | Fully Burdened Cost to Provide Service | | Cost to Provide Service without overhead | | Current Fee | | Proposed Fee - FBHR Cost | Fee Change - compares to the FBHR Cost |
|--------------------------|--------------------------|--|-------------|--|---------------|------------------|-----------|-----------------------------|--|
| | | Permit Cost | Cost | Permit Cost | Cost | Fee | Valuation | | |
| RESIDENTIAL | | | | | | | | | |
| New Home | 39 | \$ 6,004.27 | \$ 4,421.42 | \$ 5,608.75 | \$ 1,000,000. | \$ 6,004.27 | \$ 396 | | |
| Major Remodel | 29 | \$ 4,462.55 | \$ 3,285.85 | \$ 543.25 | \$ 40,000 | \$ 4,462.55 | \$ 3,919 | | |
| Major Kitchen Structural | 22 | \$ 3,324.18 | \$ 2,439.82 | \$ 251.25 | \$ 15,000 | \$ 3,324.18 | \$ 3,073 | | |
| Major Bath Structural | 16 | \$ 2,309.39 | \$ 1,690.75 | | | \$ 2,309.39 | \$ 2,309 | | |
| Minor Kitchen | 12 | \$ 1,782.46 | \$ 1,304.00 | | | \$ 1,782.46 | \$ 1,782 | | |
| Addition Major | 22 | \$ 3,324.18 | \$ 2,439.82 | | | \$ 3,324.18 | \$ 3,324 | | |
| Minor Bath | 7 | \$ 1,014.80 | \$ 749.08 | | | \$ 1,014.80 | \$ 1,015 | | |
| Roof Large | 4 | \$ 608.24 | \$ 446.92 | | | \$ 608.24 | \$ 608 | | |
| Roof Small | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$ 446 | | |
| Water Heater | 2 | \$ 323.65 | \$ 235.42 | | | \$ 100.00 | \$ 100 | | |
| Water Line | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$ 283 | | |
| Gas Service | 4 | \$ 526.93 | \$ 386.49 | | | \$ 526.93 | \$ 527 | | |
| Electrical Service | 4 | \$ 526.93 | \$ 389.49 | | | \$ 526.93 | \$ 527 | | |
| Solar | 4 | \$ 526.93 | \$ 386.49 | | Exempt | \$ 526.93 Exempt | \$ 527 | | |
| Furnace | 2 | \$ 323.65 | \$ 235.42 | | | \$ 100.00 | \$ 100 | | |
| Addition Minor | 14 | \$ 2,192.22 | \$ 1,619.01 | \$ 713.75 | \$ 60,000 | \$ 2,192.22 | \$ 1,478 | | |
| Garage New | 17 | \$ 2,598.78 | \$ 1,921.17 | | | \$ 2,598.78 | \$ 2,599 | | |
| Carport New | 11 | \$ 1,704.35 | \$ 1,256.43 | | | \$ 1,704.35 | \$ 1,704 | | |
| Garage Repair | 7 | \$ 1,096.11 | \$ 809.51 | | | \$ 1,096.11 | \$ 1,096 | | |
| Carport Repair | 7 | \$ 1,096.11 | \$ 809.51 | \$ 181.25 | \$ 10,000 | \$ 1,096.11 | \$ 915 | | |
| Deck New | 7 | \$ 1,096.11 | \$ 809.51 | | | \$ 1,096.11 | \$ 1,096 | | |
| Deck Repair | 5 | \$ 689.55 | \$ 507.35 | | | \$ 689.55 | \$ 690 | | |
| New Foundation | 6 | \$ 933.49 | \$ 688.65 | | | \$ 933.49 | \$ 933 | | |
| Earthquake Retro | 3 | \$ 445.62 | \$ 326.06 | | | \$ - | \$ 0 | | |
| Electic Pump | 3 | \$ 364.30 | \$ 265.63 | | | \$ 364.30 | \$ 364 | | |
| Sun Room | 5 | \$ 689.55 | \$ 507.35 | | | \$ 689.55 | \$ 690 | | |
| Garage Door | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$ 283 | | |

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| Service/Application | Time in Hrs | Cost | Cost | Fee | Valuation | Proposed Fee | Fee Change |
|-------------------------------------|-------------|-------------|-------------|-----------|-----------|--------------|------------|
| Pool House | 17 | \$ 2,680.09 | \$ 1,981.60 | | | \$ 2,680.09 | \$2,680 |
| Re-ripe Home | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Radiant Heating | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |
| Creek Bank Repairs | 12 | \$ 1,866.97 | \$ 1,377.29 | \$ 321.25 | \$ 20,000 | \$ 1,866.97 | \$1,546 |
| Woodstove | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Swimming Pool | 9 | \$ 1,297.79 | \$ 954.28 | | | \$ 1,297.79 | \$1,298 |
| Hot Tub | 4 | \$ 526.93 | \$ 386.49 | | | \$ 526.93 | \$527 |
| Retaining Wall | 7 | \$ 1,096.11 | \$ 809.51 | | | \$ 1,096.11 | \$1,096 |
| COMMERCIAL | | | | | | | |
| Major Remodel | 44 | \$ 6,693.82 | \$ 4,928.77 | | | \$ 6,693.82 | \$6,694 |
| Roof Large | 6 | \$ 912.36 | \$ 670.39 | | | \$ 912.36 | \$912 |
| Roof Small | 5 | \$ 668.42 | \$ 489.09 | | | \$ 668.42 | \$668 |
| Water Heater | 3 | \$ 485.47 | \$ 353.13 | | | \$ 485.47 | \$485 |
| Water Line | 3 | \$ 424.49 | \$ 307.80 | | | \$ 424.49 | \$424 |
| Gas Service | 5 | \$ 790.39 | \$ 579.74 | | | \$ 790.39 | \$790 |
| Electrical Service | 5 | \$ 790.39 | \$ 579.74 | | | \$ 790.39 | \$790 |
| ADA Upgrades Minor | 7 | \$ 1,014.80 | \$ 749.08 | | | \$ - | \$0 |
| ADA Upgrades Major | 11 | \$ 1,665.29 | \$ 1,232.52 | | | \$ - | \$0 |
| Grease Traps | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Awning | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Sign Structural | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Freezer | 5 | \$ 689.55 | \$ 507.35 | | | \$ 689.55 | \$690 |
| Mop Sink | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Solar | 5 | \$ 790.39 | \$ 579.74 | | Exempt | \$ 790.39 | \$790 |
| RESIDENTIAL & COMMERCIAL | | | | | | | |
| Pool Equipment | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |
| Demolition | 1 | \$ 120.37 | \$ 84.34 | | | \$ 120.37 | \$120 |
| Insulation | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Siding | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |
| Windows | 2 | \$ 282.99 | \$ 205.20 | \$ 181.25 | \$ 10,000 | \$ 282.99 | \$102 |
| Doors | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Sheet Rock Repairs | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Minor Dry rot Repairs | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |
| Major Dry rot Repairs | 7 | \$ 1,014.80 | \$ 749.08 | | | \$ 1,014.80 | \$1,015 |
| Plumbing Minor | 2 | \$ 282.99 | \$ 205.20 | | | \$ 282.99 | \$283 |
| Plumbing Major | 5 | \$ 689.55 | \$ 507.35 | | | \$ 689.55 | \$690 |
| Interior Stairway | 5 | \$ 689.55 | \$ 507.35 | | | \$ 689.55 | \$690 |
| Exterior Stairway | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |
| Air Conditioning | 2 | \$ 323.65 | \$ 235.42 | | | \$ 323.65 | \$324 |
| Temp Power Pole | 4 | \$ 526.93 | \$ 386.49 | | | \$ 526.93 | \$527 |

| Service/Application | Time in Hrs | Cost | Cost | Fee | Valuation | Proposed Fee | Fee Change |
|---------------------|-------------|-----------|-----------|-----|-----------|--------------|------------|
| Sauna | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |
| Skylight | 3 | \$ 445.62 | \$ 326.06 | | | \$ 445.62 | \$446 |

Exhibit H

Fee Schedule : Building Permits - FBR - Comparison with local municipalities

Year: 2010/2011

| Town in Marin County | \$9,000 Valuation Roofing Job | \$300,000 Valuation Major Remodel | Notes |
|--------------------------------------|----------------------------------|--------------------------------------|-------|
| Proposed New FBR Rate | | | |
| County of Marin | \$ 310.00 | \$ 5,100.00 | |
| Fairfax - Proposed fees - FBR | \$ 445.00 | \$ 4,462.00 | |
| Larkspur | \$ 232.00 | \$ 3,491.00 | |
| Mill Valley | \$ 194.00 | \$ 2,569.00 | |
| Novato | \$ 171.00 | \$ 2,114.00 | |
| Ross | \$ 346.00 | \$ 3,334.00 | |
| San Anselmo | \$ 150.00 | \$ 3,241.00 | |
| San Rafael | \$ 216.00 | \$ 3,065.00 | |
| Sausalito | \$ 146.00 | \$ 1,904.00 | |
| Tiburon | \$ 167.00 | \$ 2,938.00 | |
| Current Rate | | | |
| County of Marin | \$ 310.00 | \$ 5,100.00 | |
| Fairfax - Current Fees | \$ 167.25 | \$ 2,113.00 | |
| Larkspur | \$ 232.00 | \$ 3,491.00 | |
| Mill Valley | \$ 194.00 | \$ 2,569.00 | |
| Novato | \$ 171.00 | \$ 2,114.00 | |
| Ross | \$ 346.00 | \$ 3,334.00 | |
| San Anselmo | \$ 150.00 | \$ 3,241.00 | |
| San Rafael | \$ 216.00 | \$ 3,065.00 | |
| Sausalito | \$ 146.00 | \$ 1,904.00 | |
| Tiburon | \$ 167.00 | \$ 2,938.00 | |

| Proposed New FBR - No Direct or Indirect Overhead | | | | | |
|--|--|-----------|---------------|-----------|-----------------|
| County of Marin | | \$ | 310.00 | \$ | 5,100.00 |
| Fairfax - Proposed fees - FBR - No O/H | | \$ | 326.00 | \$ | 3,285.85 |
| Larkspur | | \$ | 232.00 | \$ | 3,491.00 |
| Mill Valley | | \$ | 194.00 | \$ | 2,569.00 |
| Novato | | \$ | 171.00 | \$ | 2,114.00 |
| Ross | | \$ | 346.00 | \$ | 3,334.00 |
| San Anselmo | | \$ | 150.00 | \$ | 3,241.00 |
| San Rafael | | \$ | 216.00 | \$ | 3,065.00 |
| Sausalito | | \$ | 146.00 | \$ | 1,904.00 |
| Tiburon | | \$ | 167.00 | \$ | 2,938.00 |
| | | | | | |