

**RESOLUTION NO. 34-2020**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA TO APPROVE AND INCREASE CERTAIN USER FEES AND CHARGES AS DESCRIBED IN ADMINISTRATIVE POLICY NO. 2**

**WHEREAS**, Administrative Policy 2 sets forth procedures for the review and approval of City fees and charges; and

**WHEREAS**, it is City policy to establish fees and charges for City services which fully reimburse the City for the associated services; and

**WHEREAS**, all fees and charges shall be reviewed and updated annually in conjunction with the review of the City's budget to insure that they are adequate and to relate them to their associated program cost;

**WHEREAS**, the Assistant City Manager has requested City departments to review their fees and charges and propose any modifications, utilizing the Wildan study to insure that they comply with the City's policy for full reimbursement of associated City service costs; and

**WHEREAS**, modifications to fees and charges are necessary to insure that they are adequate; and

**WHEREAS**, staff has modified fees and charges as is described in the Administrative Policy 2 attached hereto as Attachment "A"; and

**NOW THEREFORE THE PACIFICA CITY COUNCIL RESOLVES AS FOLLOWS:**

**BE IT RESOLVED** that based on evidence in the record, the amounts recommended for fees and charges, including increases, do not exceed the reasonable cost of providing the services.

**BE IT FURTHER RESOLVED** that the modifications to fees and charges set forth in Attachment A are hereby approved and become effective on July 1, 2020 and will become part of Administrative Policy 2. Any fees and charges that have been previously adopted by resolution and are not being modified in Attachment A, including but not limited to, the Rockaway Beach Specific Plan Parking In-Lieu Fee and the Sharp Park Specific Plan Parking In-Lieu Fee, are incorporated in Attachment A for ease of reference only and without modifying or amending such fees or the underlying approvals in any manner.

\*

\*

\*

**PASSED AND ADOPTED** at a regular meeting of the City Council of the City of Pacifica, California, held on the 8<sup>th</sup> day of June 2020, by the following vote:

**RESOLUTION NO. 34-2020**

**AYES**, Councilmembers: Martin, Beckmeyer, Vaterlaus, Bier, O'Neill.

**NOES**, Councilmembers: None.

**ABSENT**, Councilmembers: None.

**ABSTAIN**, Councilmembers: None.

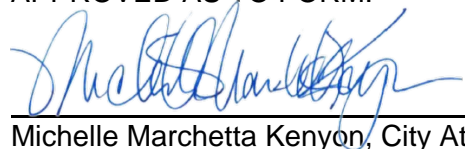


Deirdre Martin (Jun 11, 2020 18:08 PDT)

---

Deirdre Martin, Mayor

APPROVED AS TO FORM:



---

Michelle Marchetta Kenyon, City Attorney

ATTEST:



---

Sarah Coffey, City Clerk

# **Attachment A**

**City of Pacifica  
Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Proposed</b>	<b>Previously Adopted</b>
<b>CITY CLERK</b>		
<b>City Council Agenda Packets</b>		
Photocopies (per page)	\$0.25	\$0.25
Storage Media Fee (CDs, thumb drives, etc.)	\$15.00	\$5.00
<b>Photocopies</b>	Per page Fee	Per page Fee
8 1/2" x 11"; \$0.25/black; \$1.00/color	" "	" "
8 1/2" x 14"; \$0.50/black; \$1.50/color	" "	" "
11" x 17"; \$1/black; \$2/color	" "	" "
24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee	Per Square Foot Fee
Appeals to the City Council	\$514.50	\$500.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>FINANCE</b>		
Fireworks Permit		
Part 1 (Per Booth due March 31)	\$787.00	\$787.0
Part 2	8% of gross receipts due September 1	8% of gross receipts due September 1
Business License	See the Finance Department for fee calculation	See the Finance Department for fee calculation
Sidewalk Vendor Permit Fee	\$100	\$100
Online Payment Convenience Fee	\$3.00	
Marijuana Retail/Wholesale Business License	\$500	\$500
Photocopies (per page)	\$0.25	\$0.2
Storage Media Fee (CDs, thumb drives, etc.)	\$15.00	\$5.0
On Website	Free	Free
Non-Sufficient Funds Charge	\$25.00	\$25.0
Short Term Rental Application Fee	\$150.00	\$150.0

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PUBLIC WORKS</b>		
Encroachment permits and inspection; hourly charge rate basis	\$222.00	\$216.00
Sidewalk repair and street openings by private contractor; hourly charge rate basis	\$222.00	\$216.00
<b>Penalties</b>		
Unpermitted construction work	Double Engineering Permit Cost	Double Engineering Permit Cost
Publication vending machine permit	\$482.00	\$468.00
<b>City Maps 24" x 36'</b>		
Printed: 24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee	Per Square Foot Fee
Electronic Copy on CD	\$15/CD	\$15/CD
Electronic Copy on USB Portable Thumb Drive	\$51/4MB Drive	\$51/4MB Drive
<b>Photocopies</b>	Per page Fee	Per page Fee
8 1/2" x 11"; \$0.25/black; \$1.00/color	" "	" "
8 1/2" x 14"; \$0.50/black; \$1.50/color	" "	" "
11" x 17"; \$1/black; \$2/color	" "	" "
24" x 36" or larger; \$3/sq ft - black; \$4/sq ft - color	Per Square Foot Fee	Per Square Foot Fee
<b>Engineering Standard Drawing</b>		
Picked up	Per page fee	Per page fee
Mailed (Regular mail -Series 100)	Per page fee + Mailing	Per page fee + Mailing
Mailed (Regular mail -Series 200)	Per page fee + Mailing	Per page fee + Mailing
Mailed (Regular mail -Series 300)	Per page fee + Mailing	Per page fee + Mailing
Street Excavation Handbook	\$35.00	\$34.00
<b>General</b>		
Heritage Tree Permit (removal, destruction, or substantially trim); hourly charge	\$222.00	\$216.00
Heritage Tree Permit Appeal Fee	\$399.00	\$388.00
General Engineering Development Application Reviews; hourly charge	\$222.00	\$216.00
Residential and non-residential public improvement plan checking and inspection; hourly charge	\$222.00	\$216.00
Final Subdivision Map Checking. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit.	\$2,226 initial deposit; charged at the rate of \$222/hour	\$2,163 initial deposit charged at the rate of \$216/hour
Certificate of Compliance, notices of violation, property mergers, parcel map waivers, minor boundary line adjustments, reversions to acreage, and parcel map checking; hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$2,226 initial deposit; charged at the rate of \$222/hour	\$2,163 initial deposit charged at the rate of \$216/hour
Street/curb openings by utilities; hourly charge	\$222.00	\$216.00

**City of Pacifica  
Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Proposed</b>	<b>Previously Adopted</b>
<b>PUBLIC WORKS</b>		
Right of Way/Street Vacations; hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services including legal shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$2,226 initial deposit; charged at the rate of \$222/hour	\$2,163 initial deposit charged at the rate of \$216/hour
Subdivision Improvement Plan check and construction inspection, hourly charge. Staff may require an initial deposit equivalent to 10 hours minimum. All costs for contract or consultant services shall be charged separately to the applicant as additional cost and may require additional deposit. Applicant shall pay full consultant services cost plus 10% of contract amount for administration	\$2,226 initial deposit; charged at the rate of \$222/hour	\$2,163 initial deposit charged at the rate of \$216/hour
Applicant shall pay full consultant services cost plus 10% of contract amount for administration	Contract amount plus 10% admin fee	Contract amount plus 10% admin fee
Barricade Rentals for Block Party (8 Barricades Minimum)	\$2/Barricade +\$50 deposit	\$2/Barricade +\$50 deposit
Surface Mining and Reclamation Annual Inspection Fee; hourly charge	\$222.00	\$216.00
Surface Mining Violation (found during inspection)	-	-
Paint Driveway Curb Tips	\$222.00	\$216.00
Pollution Prevention Inspection Fee, Hourly charge, Per Municipal Code Sec. 6-12.301	\$222.00	\$216.00
<b>New Construction Development Impact Fees</b>		
<b>Highway 1 Improvement Fee (PMC 8-15.04)</b>	As required by Pacifica Municipal Code PMC 8-15.04	As required by Pacifica Municipal Code PMC 8-15.04
Contact Engineering Division for fee calculation		
<b>In-Lieu Park Dedication Fee (PMC 10-1.803 and 8-19.02)</b>	As required by Pacifica Municipal Code PMC 10-1.803 and 8-19.02	As required by Pacifica Municipal Code PMC 10-1.803 and 8-19.02
Contact Engineering Division for fee calculation		
<b>Oceana/Manor/Palmetto Mitigation Fee (PMC8-18.04)</b>	As required by Pacifica Municipal Code PMC8-18.04	As required by Pacifica Municipal Code PMC8-18.04
Contact Engineering Division for fee calculation		
<b>Capital Improvement Fee</b>	As required by Pacifica Municipal Code Title 7, Chapter 4.	As required by Pacifica Municipal Code Title 7, Chapter 4.
Contact Building Department for fee calculation		
<b>Subdivision Drainage Fee (PMC 7-4.101)</b>	As required by Pacifica Municipal Code PMC 7-4.101	As required by Pacifica Municipal Code PMC 7-4.101
Contact Engineering Division for fee calculation		
<b>Rockaway Beach Specific Plan Parking In-Lieu Fee (PMC 3-13.02(d)(6), Updated by Resolution 22-2020)</b>	\$40,260	-
Per Parking Space. (Fee adjusted each year based on CCI.)		
<b>Sharp Park Specific Plan Parking In-Lieu Fee (Established by Resolution 25-2020)</b>	\$40,260	-
Per Parking Space. (Fee adjusted each year based on CCI.)		

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PLANNING</b>		
<b>Planning Division</b>		
<b>Planning / Engineering Hourly Rate</b>	\$222	\$216
All development applications shall require a deposit based on estimated number of staff hours to process an application (including materials, postage, etc.). The deposit will be expended during application processing according to the adopted hourly rate, billed at each quarter hour. Additional funds may be requested if necessary. Remaining deposit will be returned at project completion.	Deposit based on estimated number of staff hours.	Deposit based on estimated number of staff hours.
City Attorney's Review of Projects and Permits - If necessary, an additional deposit amount will be required for City Attorney review of projects.	Deposit based on estimated number of attorney hours. Hourly cost of Contract Attorney	Deposit based on estimated number of attorney hours. Hourly cost of Contract Attorney
Study Sessions - payment of deposit and staff hourly rate as stipulated above.	Payment of deposit and staff hourly rate as stipulated above	Payment of deposit and staff hourly rate as stipulated above
Request for extension of Development Application permits	\$666	\$649
Applicant shall pay CEQA document filling fees adopted by the San Mateo County Clerk and California Department of Fish and Wildlife. These fees are pass through to other agencies and amounts are not controlled by the City of Pacifica. See Planning Division staff for current fee schedules or visit <a href="https://www.wildlife.ca.gov/Conservation/CEQA/Fees">https://www.wildlife.ca.gov/Conservation/CEQA/Fees</a>	Fees as adopted by State of California and San Mateo County Clerk.	Fees as adopted by State of California and San Mateo County Clerk.
<b>Specialized Planning Services inc. Environmental Document Preparation with Supporting Technical Studies</b>		
Applicant shall pay full consultant cost.	Full Contract amount	Full Contract amount
<b>General Planning Fees</b>		
General Research Fee	\$222/hr, plus actual material cost \$111	\$216/hr, plus actual material cost \$109
Business License request for zoning consistency	New fee required if License is denied and resubmitted	New fee required if License is denied and resubmitted
Home Occupation Permits	\$111.00	\$109.00
Other Administrative Permits; hourly cost plus actual material cost.	\$222/hr	\$216/hr
General Plan maintenance fee	See Building Division section of schedule	See Building Division section of schedule
Review of Building Permit	\$222/hr	\$216/hr
Zoning verification letter	\$111.00	\$109.00
Biennial Wireless Communications Facility Certification (PMC 9-4.2608(a)(7))	\$222/hr	\$216/hr
Banner /Temporary Signage Requests (private property)	\$111.00	\$109.00
Requests for Public Necessity and Convenience Determinations for ABC License	\$222	\$216.00
Special Events on Private Property	\$222	\$216.00
Pumpkin /X-Mas Tree Lots	\$666.00, plus \$500 refundable deposit	\$648.00, plus \$500 refundable deposit
Requests for Address Assignment/Change	\$222	\$216



**City of Pacifica  
Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Proposed</b>	<b>Previously Adopted</b>
<b>PLANNING</b>		
<b>Growth Management Allocations pursuant to PMC Title 9, Chapter 5</b>	\$222	\$216
<b>Mobile Home Fair Return Adjustment Requests</b>	Deposits and payment of actual costs based on estimated number of staff hours, Hearing Officer costs, and City Attorney costs.	Deposits and payment of actual costs based on estimated number of staff hours, Hearing Officer costs, and City Attorney costs.
<b>General</b>		
Planning Agenda Packets, Planning Related Documents, and oversized plan sets	Actual Cost of Reproduction	Actual Cost of Reproduction
Code Books or Other Technical Manuals	Publisher's Cost + 10% Handling Fee	Publisher's Cost + 10% Handling Fee
<b>Building Division</b>		
<b>Building Permit Fee (Based on Dollar Valuation)**</b>		
\$1.00 to \$500	\$63	\$61
\$501 to \$2,000	\$63.00 for first \$500 plus \$4.00 for each additional \$100 or fraction thereof.	\$61.00 for first \$500 plus \$4.00 for each additional \$100 or fraction thereof.
\$2,001 to \$25,000	\$127.00 for first \$2,000 plus \$19.00 for each additional \$1,000 or fraction thereof.	\$123.00 for first \$2,000 plus \$19.00 for each additional \$1,000 or fraction thereof.
\$25,001 to \$50,000	\$556.00 for first \$25,000 plus \$17.00 for each additional \$1,000 or fraction thereof.	\$540.00 for first \$25,000 plus \$17.00 for each additional \$1,000 or fraction thereof.
\$50,001 to \$100,000	\$992.00 for first \$50,000 plus \$9.00 for each additional \$1,000 or fraction thereof.	\$964.00 for first \$50,000 plus \$9.00 for each additional \$1,000 or fraction thereof.
\$100,001 to \$500,000	\$1,489.00 for first \$100,000 plus \$8.00 for each additional \$1,000 or fraction thereof.	\$1,447.00 for first \$100,000 plus \$8.00 for each additional \$1,000 or fraction thereof.
\$500,001 to \$1,000,000	\$4,973.00 for first \$500,000 plus \$6.00 for each additional \$1,000 or fraction thereof.	\$4,833.00 for first \$500,000 plus \$6.00 for each additional \$1,000 or fraction thereof.
\$1,000,000 and above	\$7,812.00 for first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.	\$7,592.00 for first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.
** Building Valuation Data is published by the ICC. Construction cost valuation is adjusted by the Building Cost Index (BCI) in the San Francisco Bay Area, published in the Engineering News Record (ENR) by McGraw-Hill Publishing Company.		
<b>Plan Check and Other Building Permit and Inspection Fees</b>		
Plan Check fee	65% of Permit Fee	65% of Permit Fee

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PLANNING</b>		
Building Standards Administrative Fee \$1– 25,000 valuation = \$1 fee \$25,001 – 50,000 valuation = \$2 fee \$50,001 – 75,000 valuation = \$3 fee \$75,001 – 100,000 valuation = \$4 fee Every \$25,000 or fraction thereof above \$100,000 Add \$1	Fees shall be calculated at a rate of \$4 per \$100,000 of permit valuation, but not less than one dollar, with appropriate fractions thereof, as shown to the left.	Fees shall be calculated at a rate of \$4 per \$100,000 of permit valuation, but not less than one dollar, with appropriate fractions thereof, as shown to the left.
Education Fee	\$2 per permit	\$2 per permit
General Plan Maintenance	0.0005 of construction value	0.0005 of construction value
Archive Fee	\$15 plus one dollar per plan page for sheets larger than 11x17	\$15 plus one dollar per plan page for sheets larger than 11x17
Certified Assess Specialist Consultation Fee	Actual Consultant Cost + 10% Administrative Fee	Actual Consultant Cost + 10% Administrative Fee
Hourly plan check fee - Planning, Engineering, Wastewater, etc.	\$222.00	\$216.00
Swimming Pools and Spas	Building Permit fee based on contract valuation. All other applicable fees apply	Building Permit fee based on contract valuation. All other applicable fees apply
Inspections outside normal business hours	For contracted positions, fee is actual consultant cost. For in-house City employee positions, fee is time and a half, two hour minimum	For contracted positions, fee is actual consultant cost. For in-house City employee positions, fee is time and a half, two hour minimum
Grading Permits	Actual Time and Materials	Actual Time and Materials
Changes to existing permits	Hourly plan review fees based on rates for all Departments required to review revised permit. Additional Building Permit fees may apply if valuation is affected by modification.	Hourly plan review fees based on rates for all Departments required to review revised permit. Additional Building Permit fees may apply if valuation is affected by modification.
Inspection Fee. Hourly with a minimum 30 minutes.	\$134.00	\$130.00
Building without Permit	Double Building Permit Fee	Double Building Permit Fee
See Engineering for other encroachment, plan check, drainage fee, and other applicable fees		
<b>Solar Photovoltaic System</b>		
Residential	\$220 flat fee, plus \$15 per kilowatt (kw) above 15 kw. State required SMIP and Building Standards Fee based on valuation will be applied.	\$220 flat fee, plus \$15 per kilowatt (kw) above 15 kw. State required SMIP and Building Standards Fee based on valuation will be applied.

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PLANNING</b>		
Commercial	\$387 flat fee up to 50 kw, plus \$7 per kw between 51-250 kw and plus \$5 per kw above 250kw. State required SMIP and Building Standards Fee based on valuation will be applied.	\$387 flat fee up to 50 kw, plus \$7 per kw between 51-250 kw and plus \$5 per kw above 250kw. State required SMIP and Building Standards Fee based on valuation will be applied.
<b>Strong-Motion Instrumentation Program (SMIP) Fees pursuant to California Codes, Public Resources Code Section 2700-2709.1</b>		
SMIP (All other structures)	0.00028 times valuation	0.00028 times valuation
SMIP (Residential up to three stories)	0.00013 times valuation	0.00013 times valuation
<b>Electrical Permit Fees</b>		
Private Swimming Pools	\$74.00	\$72.00
Nonresidential Appliances; cost for each	\$7.00	\$7.00
Temporary Power Service; cost for each	\$37.00	\$36.00
(N) Residential Bldg.; cost per square foot	\$0.11	\$0.10
Electrical Services (<=200 AMP); cost for each	\$47.00	\$46.00
Electrical Services (<200 to 1000 AMP); cost for each	\$95.00	\$92.00
Electrical Services (<1000 AMP); cost for each	\$192.00	\$186.00
Residential Appliances; cost for each	\$7.00	\$7.00
(N) Multi-Family Bldg.; cost per square foot	\$0.10	\$0.10
Signs, Outline Lighting and Marquees; cost for each	\$27.00	\$27.00
Misc. Apparatus, Conduits and Conductors; cost for each	\$29.00	\$28.00
Light Fixtures (First 20 fixtures); cost for each	\$1.00	\$1.00
Light Fixtures (Additional fixtures); cost for each	\$1.00	\$1.00
Power Apparatus (Up to and including 1)	\$7.00	\$7.00
Power Apparatus (Over 1 and not over 10)	\$19.00	\$19.00
Power Apparatus (Over 10 and not over 50)	\$38.00	\$37.00
Power Apparatus (Over 50 and not over 100)	\$77.00	\$74.00
Power Apparatus (Over 100)	\$115.00	\$112.00
Receptacles, Switch & Light Outlets (First 20 fixtures); cost for each	\$1.00	\$1.00
Receptacles, Switch & Light Outlets (Additional fixtures)	\$1.00	\$1.00
Electrical Permit Issuance; cost for each	\$38.00	\$37.00
Electrical Permit Issuance (Special Cases)	\$14.00	\$13.00
<b>Mechanical Permit Fees</b>		
Furnace (<=100k BTU)	\$26.00	\$26.00
Furnace (>100k to 500k BTU)	\$32.00	\$31.00
Appliance Vents	\$13.00	\$12.00
Boilers, Compressors, and Absorption Systems (<=3hp or 100k BTU)	\$24.00	\$23.00
Boilers, Compressors, and Absorption Systems (<=15hp or 500k BTU)	\$45.00	\$43.00
Boilers, Compressors, and Absorption Systems (<=30hp or 1000k BTU)	\$62.00	\$60.00
Boilers, Compressors, and Absorption Systems (<=50hp or 1750k BTU)	\$90.00	\$88.00
Boilers, Compressors, and Absorption Systems (>=50hp or 1750k BTU)	\$90.00	\$88.00
Hood	\$19.00	\$19.00
Air Handlers (<=10k CFM)	\$19.00	\$19.00
Air Handlers (>10k CFM)	\$31.00	\$30.00
Evaporative Cooler	\$19.00	\$19.00
Vent Fan (Single Duct)	\$13.00	\$12.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PLANNING</b>		
Vent System	\$19.00	\$19.00
Incinerators (Residential)	\$19.00	\$19.00
Incinerators (Comm)	\$19.00	\$19.00
Miscellaneous Mechanical	\$19.00	\$19.00
Mechanical Permit Issuance	\$38.00	\$37.00
Mechanical Permit Issuance (Special Cases)	\$14.00	\$13.00
<b>Plumbing Permit Fees</b>		
Fixtures & Vents;	\$13.00	\$12.00
Fixtures & Vents (Repair/Alteration)	\$13.00	\$12.00
Cesspool	\$17.00	\$17.00
Sewage Disposal System	\$66.00	\$64.00
Grease Interceptors	\$11.00	\$11.00
Rainwater systems	\$17.00	\$17.00
Water Piping	\$17.00	\$17.00
Water heater	\$17.00	\$17.00
Public Spa	\$100.00	\$98.00
Gas Piping	\$9.00	\$9.00
Public Pool	\$152.00	\$148.00
Private Pool	\$100.00	\$98.00
Private Spa	\$100.00	\$98.00
Sewer	\$26.00	\$26.00
Backflow	\$17.00	\$17.00
Backflow device over 2"	\$17.00	\$17.00
Miscellaneous Plumbing	\$17.00	\$17.00
Plumbing Permit Issuance; cost for issuing each permit.	\$38.00	\$37.00
Plumbing Permit Issuance (Special Cases). For issuing each supplemental permit for which the original permit has not expired, been cancelled or finalized.	\$14.00	\$13.00
<b>New Construction Development Impact Fees (calculated by Public Works, Engineering Division)</b>		
<b>In-Lieu Park Dedication Fee (PMC 10-1.803 and 8-19.02)</b>		
Contact Engineering Division for fee calculation		
<b>Oceana/Manor/Palmetto Mitigation Fee (PMC8-18.04)</b>		
Contact Engineering Division for fee calculation		
See Engineering Section for other encroachment, plan check, drainage fee, and other applicable fees		
<b>Capital Improvement Fee</b>	As required by Pacifica Municipal Code Title 7,	As required by Pacifica Municipal Code Title 7,
<b>Sewer Connection, Inspection, and Plan Check Fees</b>	See Wastewater Treatment Plant Section of	See Wastewater Treatment Plant Section of
<b>Code Enforcement</b>		
Administrative Citations (PMC1-6.06)		
First Violation	\$100.00	\$100.00
Second Violation	\$200.00	\$200.00
Third Violation	\$500.00	\$500.00
Misdemeanor Citation	\$1,000.00	\$1,000.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PLANNING</b>		
Late Fees - Failure to pay a civil fine within 10 calendar days of citation issuance, or within 10 calendar days following decision on an appeal to uphold the citation when a hardship waiver has been granted for the appeal hearing shall result in the following late charge.	50% of fine, plus full fine amount	50% of fine, plus full fine amount
Public Nuisance Abatement Assessment	Actual abatement cost - 100% to property owner plus 10% administrative fee	Actual abatement cost - 100% to property owner plus 10% administrative fee

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>POLICE</b>		
<b>False Alarms</b>		
First Response	No Charge	No Charge
Second through fifth responses	\$143.00	\$139.00
Six or more responses	\$222.00	\$216.00
<b>False Alarms without permit</b>		
First Response	No Charge	No Charge
Second through fifth responses	\$222.00	\$216.00
Six or more responses	\$222.00	\$216.00
<b>Audio/Video Request</b>		
Audio/Video Request	\$90.00	-
Audio/Video Request with Redaction Required	\$168/hr	
<b>Arcade Permit</b>		
Annual Renewal Fee	\$57.00	\$55.00
Application Fee	\$33.00	\$32.00
<b>Block Party Permits</b>		
	\$58.00	\$56.00
<b>Masseur/Masseuse</b>		
New -Non State Certified (Non-Practitioner)	\$378.00	\$367.00
Non-State Certified Live Scan (Plus DOJ & FBI Fee)	\$30.00	\$30.00
New - State Certified (Owner-Practitioner)	\$58.00	\$56.00
Renewal	\$29.00	\$28.00
Amendment to City Registration Certificate	\$29.00	\$28.00
<b>Administrative Fee for Firearms (Per Penal Code 12021.3J)</b>		
For release to owner	\$384.00	\$384.00
<b>Taxi Cab Operation</b>		
Permit / Background Investigation	\$147.00	\$143.00
Taxi Cab Permit Live Scan (Plus DOJ & FBI Fee)	\$30.00	\$30.00
Vehicle Inspection	\$113.00	\$110.00
<b>General</b>		
Case Reports (Per Public Records Act)	No Charge	No Charge
Good conduct letter for Visa (record review)	\$61.00	\$59.00
Bingo Permit: New	\$33.00	\$32.00
Bingo Permit: Annual Renewal Fee	\$33.00	\$32.00
Second Hand Dealers	\$148.00	\$144.00
Tow Service Contract	\$224.00	\$218.00
Tow Driver Live Scan (Plus DOJ & FBI Fee)	\$30.00	\$30.00
Alarm Permit	\$94.00	\$91.00
Alarm Permit Renewal	\$49.00	\$48.00
Subpoena Deuces Tecum for Records (1563(b)(6) CA Evidence Code)	\$15.00	\$15.00
Application for Concealed Weapon (To be paid to licensing agency)	\$100.00	\$100.00
Application for Concealed Weapon: Renewal Fee (To be paid to licensing agency)	\$29.00	\$28.00
Fortune Telling	\$66.00	\$64.00
Private Property abatement	\$251.00	\$244.00
Vehicle Release Administrative Costs (all but victims)	\$152.00	\$148.00
Franchise Tow Fee	\$50.00	\$50.00
General Research	\$89.00/Per Hour	\$89.00/Per Hour
Storage of Property (Per Civil Code 2080.1(b))	1.00/Per Day	1.00/Per Day
Tobacco Retailer License	\$86.00	\$84.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>POLICE</b>		
Ink Roll Fingerprinting	\$30.00	\$30.00
Live Scan Fingerprinting	\$30.00	\$30.00
San Mateo County Booking Fee	Based on Current County Fee	Based on Current County Fee
DUI with Incident	Cost of hours and car	Cost of hours and car
Tape Transaction Cost of Outside Service	Cost of Outside Service	Cost of Outside Service
Dance Permit	\$56.00	\$54.00
Repossession Fee (Per G.C. 26751)	\$15.00	\$15.00
<b>Municipal Code Violations</b>		
4-10.118(a)(5) Parked in Unmarked Parking	\$43.00	\$43.00
4-10.304(a) Parking w/o Valid Permit	\$43.00	\$43.00
4-10.304(a) Parking w/o Valid Permit (Pacifica State Beach)	\$50.00	\$50.00
4-7.1101(a) Parked in Posted No Parking Zone	\$43.00	\$43.00
4-7.1102(a) Making Repairs on Roadway	\$43.00	\$43.00
4-7.1104(b) Parking Where Prohibited	\$43.00	\$43.00
4-7.1106(b) No Parking on Narrow Street-Where Posted	\$43.00	\$43.00
4-7.1108(b) Parking in Violation of Temporary No parking Sign	\$43.00	\$43.00
4-7.1109(a) Parked the Wrong Way on One-Way Street	\$43.00	\$43.00
4-7.1109(b) Parked the Wrong Way on Divided Highway	\$43.00	\$43.00
4-7.1110(b) Improper Angle-Marked Angle Parking (Not within Marks)	\$43.00	\$43.00
4-7.1111 Failed to Curb Wheel – 3% Grade	\$43.00	\$43.00
4-7.1112 Trailer Parked over 12 Hours	\$78.00	\$78.00
4-7.1113(a) Selling from Vehicle without Permit	\$43.00	\$43.00
4-7.1114(b) Occupied Motorhome on Public Property	\$53.00	\$53.00
4-7.1201 Parked in Excess of Posted Limit	\$43.00	\$43.00
4-7.1203(2) Restricted parking (Council Chambers)	\$43.00	\$43.00
4-7.1204(c) Unlawful Parking of Oversized Vehicle	\$78.00	-
4-7.1302(b) Red Curb	\$43.00	\$43.00
4-7.1306(d) No Stopping/Standing/Parking in Bus Zone	\$43.00	\$43.00
4-7.1403 Operate vehicle on Fassler/Sharp Park Rd. with Weight over 14,000 GVWR	\$43.00	\$43.00
4-7.1404 Parking Commercial Vehicle in Commercial Area (0200-0600) 10,000 GVWR	\$78.00	\$78.00
5-1.13 Abandon Vehicle	\$203.00	\$203.00
5-2.03(a) Vehicle Parked over 72 Hours	\$43.00	\$43.00
5-13.03 Operate Vehicle - Private Property without written Permission	\$53.00	\$53.00
5-18.03 Operate/Park/Stand Vehicle Off Road (Beach Area)	\$53.00	\$53.00
9-4.2808(a) Parking on Residential Property (other than driveway)	\$43.00	\$43.00
9-4.2809(a) Parking Commercial in Residential Area Anytime (10,000 GVWR)	\$78.00	\$78.00
9-4.2809(b) No Parking in Vacant Lot	\$43.00	\$43.00
9-4.2809(e) Parking on Commercial Property. Not in Conjunction with Business	\$78.00	\$78.00
9-4.2801(a) Repairing Vehicle on Vacant Lot	\$43.00	\$43.00
<b>Administrative Violations</b>		
4.3.202(a) Sale, Use, or Discharge of <b>dangerous</b> Fireworks	\$1,000.00	\$1,000.00
4-3.202(b) Possession of 25 pounds or less of <b>dangerous</b> fireworks*	\$1,000.00	\$1,000.00
4-3.203(a) Discharge of "safe and sane" fireworks during prohibited hours	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.203(b) Discharge of "safe and sane" fireworks at prohibited location	\$200.00	\$200.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>POLICE</b>		
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.203(c) Prohibited discharge of "safe and sane" by minors (under 18 years of age)	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4.3204(a) Sale of "safe and sane" fireworks without a valid permit	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.204(b) Sale of "safe and sane" fireworks outside of approved stand	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.204(c) Sales of "safe and sane" fireworks during prohibited hours	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.204(d) Sales of "safe and sane" fireworks to minors	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.209 (a) Adult responsible for minor strictly liable for <b>dangerous</b> fireworks violation	\$1,000.00	\$1,000.00
4-3.209(a) Adult responsible for minor strictly liable for "safe and sane" fireworks violation	\$200.00	\$200.00
Second Offense	\$400.00	\$400.00
Third Offense	\$1,000.00	\$1,000.00
4-3.209(b) Social Host strictly liable for dangerous fireworks violation	\$1,000.00	\$1,000.00
*In addition to the fine, the citee shall be assessed and shall be liable for the payment of the actual costs associated with the collection, transportation, and disposal of any seized fireworks.		
5-28.04(b) Social Host-allow minor to be in possession, consume or served alcohol, alcoholic beverage, cannabis, or controlled substance at any gathering.**	\$1,000.00	\$1,000.00
5-28.05 Allow a loud or unruly gathering after a first response warning has been issued**	\$500.00	\$500.00
Second Offense**	\$750.00	\$750.00
Third Offense**	\$1,000.00	\$1,000.00



**City of Pacifica**  
**Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>POLICE</b>		
**In addition to the fine, the citee and any other responsible person may also be assessed and shall be jointly and severally liable for the payment of the actual costs associated with the response by the Pacifica Police Department and/or any other emergency response provider associated with the loud or unruly gathering, in accordance with Pacifica Municipal Code 5-28.07 and 5-28.08.		
Cannabis Public Safety License Fee - Phase 1 (Plus Background Fee)	\$425.00	\$425.00
Cannabis Public Safety License Fee - Phase 2	\$750.00	\$750.00
Cannabis Operation - Employee Background : Live Scan (Plus DOJ & FBI Fee)	\$30.00	-
Cannabis Operation- Owner/Operator Background: Live Scan (Plus DOJ & FBI Fee) and Consultant Background Fee (Payable to City Consultant)	\$330.00	-
Cannabis Public Safety License Fee - Yearly License Renewal	\$22,059.00	\$22,059.00

**City of Pacifica  
Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Proposed</b>	<b>Previously Adopted</b>
<b>FIRE</b>		
<b>Operational Permits</b>		
Annual Fire Code Permits (Each)	\$242.00	\$235.00
Permitted activities less than 90-days. Hourly charge. Temporary Permit Required. Per Hour - 1 hour minimum	\$171.00	\$166.00
<b>Plan Review New Construction and/or Tenant Improvements</b>		
Base rate- all occupancies. New Construction, major changes, additions, or as-builts Initial fee includes first hour, hourly charge thereafter.	\$285.00	\$277.00
Plan Check Re-Submittals, minor changes, additions, or as-builts for approved plans ; initial fee includes first hour; hourly charge thereafter.	\$171.00	\$166.00
Misc. items w/o sq. footage- e.g. Install hazardous material, storage tank, HVAC smoke detection, partition wall, etc. hourly charge.	\$171.00	\$166.00
Additional Plan review beyond the first hour.; per hour	\$171.00	\$166.00
Subdivision map review; per hour fee.	\$182.00	\$177.00
<b>Construction Permits</b>	\$0.00	\$0.00
<b>Underground</b>	\$0.00	\$0.00
Alteration/repair of existing underground pipe system. Includes hydro/flush, rough and final each - Flat Rate	\$418.00	\$406.00
Commercial underground pipe system installations. Includes hydro/flush, rough and final each - Flat Rate	\$591.00	\$574.00
<b>Fire Suppression Systems</b>	\$0.00	\$0.00
<b>Fire Sprinklers and standpipes</b>	\$0.00	\$0.00
New commercial & residential sprinkler installations. Includes hydro/flush, rough and final inspections. \$.15 per square foot - Minimum	\$515.00	\$500.00
New manufactured home sprinkler systems. Includes hydro/flush, rough and final inspections each - Flat Rate	\$549.00	\$534.00
Standpipe system installation, includes hydro/flush, rough and final inspections each - Flat Rate	\$719.00	\$699.00
Tenant improvements. 9 or less sprinkler heads Unlimited head change-outs each - Flat Rate	\$162.00	\$157.00
Tenant Improvements- installation/alteration of 10 or more heads. (Head change-outs are not included in count). \$.15 per square foot - Minimum	\$296.00	\$288.00
Other Fire Protection Systems, New & Upgraded installations (Hood and Duct, FM 200, Fixed Extinguisher, Pre-engineered) each - Flat Rate	\$847.00	\$823.00
<b>Fire Alarms</b>		\$0.00
Existing Fire Alarm Panel Upgrades. includes rough and final inspections. \$.15 per square foot - Minimum	\$296.00	\$288.00
Installation of additional devices on existing system, includes rough and final inspections - Minimum	\$465.00	\$452.00
New installations. , includes rough and final inspections. \$.15 per square foot - Minimum	\$549.00	\$534.00
New installations-- Other Fire Protection Systems, includes rough and final inspections. \$.15 per square foot - Minimum	\$515.00	\$500.00
Fire alarms- repair or exchange devices and radio transmitters - Per Device	\$162.00	\$157.00
<b>Requested Services</b>		\$0.00
All Other Reports. Cost per report.	\$44.00	\$43.00

**City of Pacifica  
Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Proposed</b>	<b>Previously Adopted</b>
<b>FIRE</b>		
Digital Photographs- CD, plus 1 for CD cost	\$78.00	\$76.00
Digital Photographs- Print. Plus \$1.40 per photo cost.	\$84.00	\$82.00
Fire Code Variance Application - per request and none-refundable.	\$707.00	\$687.00
Fire incident reports (per report charge)	\$44.00	\$43.00
Non-Subpoenaed Fire Investigation Reports (per report)	\$44.00	\$43.00
Pre-Inspection I Consultation for daycare facilities, construction projects, etc. Initial	\$144.00	\$140.00
Pre-Inspection of care facilities with 25 or fewer occupants. (Flat Fee)	\$144.00	\$140.00
Pre-Inspection of care facilities with 26 or more occupants. (Flat Fee)	\$272.00	\$264.00
Processed Photographs, plus cost of developing	\$87.00	\$85.00
		\$0.00
<b>Site Inspections</b>		\$0.00
Additional inspections beyond the first, Inspection for which no fee is indicated.	\$162.00	\$157.00
Installation of hazardous materials storage tank	\$215.00	\$209.00
Removal of hazardous material storage tank. Per tank charge. Temporary permit required.	\$162.00	\$157.00
Replacement of hazardous material storage tank piping, dispensers. Per tank charge. If piping work is done as part of tank installation, there is no charge.	\$215.00	\$209.00
Inspection Outside Normal Business Hours (Per hour, OT rate)	O.T. Rate	O.T. Rate
<b>Penalties</b>		
Unpermitted construction work Fee plus 2 times fee		
False Alarms- 1st Response	\$0.00	\$0.00
False Alarms- 2nd Response	\$342.00	\$332.00
False Alarms- 3rd Response	\$435.00	\$423.00
False Alarms- 4th+ Response	\$622.00	\$604.00
<b>Annual Fire Safety Inspection &amp; Re-inspections</b>		
A 1 -4 Assembly Occupancies	\$190.00	\$185.00
B Business Office Occupancies	\$109.00	\$106.00
E Educational Occupancies	\$190.00	\$185.00
F Factory Occupancies	\$190.00	\$185.00
H Hazard Occupancies	\$190.00	\$185.00
I Institutional (Nursing Homes) Occupancies	\$190.00	\$185.00
M Mercantile Occupancies	\$143.00	\$139.00
M Mercantile Occupancies (Motor Fuel Sales)	\$157.00	\$153.00
R-1 Occupancies Hotels	\$190.00	\$185.00
R-2 Residential 3 to 20 units	\$97.00	\$94.00
R-2 Residential 21 - 40 Units	\$116.00	\$113.00
R-2 Residential 41- 70 Units	\$143.00	\$139.00
R-2 Residential 71- 90 Units	\$172.00	\$167.00
R-2 Residential 91 - 120 Units	\$224.00	\$218.00
R-2 Residential Over 120 units	\$282.00	\$274.00
R-3 Residential Care less than 24 hours	\$157.00	\$153.00
R-3.1 Licensed Residential Care 24 hour 6 or less	\$190.00	\$185.00
R-4 Residential care 6 or more	\$190.00	\$185.00
S Storage Facilities	\$157.00	\$153.00
U Utility Structures	\$157.00	\$153.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>WASTEWATER TREATMENT PLANT</b>		
<b>DEVELOPMENT CONNECTION FEES (Account No. 34.900000.46751.0000.000)</b>		
<b>Connection Fees (Sec. 6-11.102)</b>		
Residential Units: (Single, Town, Condo)	(Estimated: Number of Units x \$1,378) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.102	(Estimated: Number of Units x \$1,350) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.102
Multi-Family Dwellings:	(Estimated: Number of Units x \$1052) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.102	(Estimated: Number of Units x \$1024) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.102
Commercial Units:	(Estimated: Number of Fixture Units/12 x \$1,388) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.102	(Estimated: Number of Fixture Units/12 x \$1,350) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.102
<b>Inflow/Infiltration Fees (Sec. 6-11.104)</b>		
Residential Units: (Single, Town, Condo, Multi-Family)	[Estimated: (Number of Units x \$760) or (Number of Acres x \$1,619) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.104	[Estimated: (Number of Units x \$740) or (Number of Acres x \$1,575) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.104
Commercial Units:	[Estimated: (Number of Fixture Units/12 x \$760) or (Number of Acres x \$1,619) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.104	[Estimated: (Number of Fixture Units/12 x \$740) or (Number of Acres x \$1,575) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.104
<b>Trunk Line Fees (Sec. 6-11.103)</b>		

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>WASTEWATER TREATMENT PLANT</b>		
Residential Units: (Single, Town, Condo, Multi-Family)	[Estimated: (Number of Units x \$1042) or (Number of Acres x \$2,081) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.103	[Estimated: (Number of Units x \$1014) or (Number of Acres x \$2,025) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.103
Commercial Units:	[Estimated: (Number of Fixture Units/12 x \$1042) or (Number of Acres x \$2,081) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.103	[Estimated: (Number of Fixture Units/12 x \$1014) or (Number of Acres x \$2,025) - Whichever is Higher] Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.103
<b>Sewer Tap Fee (Sec. 6-11.301)</b>	(Estimated: Number of Taps x \$450) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.301	(Estimated: Number of Taps x \$438) Fee shall be increased based on CCI as of July 1st as required by Pacifica Municipal Code PMC 6-11.301
<b>Inspection and Plan Review Fee</b>	Estimated: Number of Hours x \$215 Fee shall be increased based on CCI as of July 1st.	Estimated: Number of Hours x \$209 Fee shall be increased based on CCI as of July 1st
<b>SEWER SERVICE CHARGES (Account No. 18.940000.46755.0000.000)</b>		
<b>Annual Sewer Service Charges (Sec. 6-6.401 to 6-6.407)</b>		
Residential Units: (Single, Town, Condo, Multi-Family)	Actual Annual Water Consumption (March 2019-February 2020) x 90% x 17.58293. Minimum of \$843.98	Actual Annual Water Consumption (March 2018-February 2019) x 90% x 16.43264. Minimum of \$788.76
Commercial Units:	Actual Annual Water Consumption (March 2019-February 2020) x 17.58293 x strength factor.	Actual Annual Water Consumption (March 2018-February 2019) x 16.43264 x strength factor
<b>Commercial Strength Factors:</b>		
Car Washes = 0.90      Cleaners = 1.20      Laundromats = 0.75		
Restaurants with functioning grease traps = 1.60		
Restaurants without functioning grease traps = 1.80		
Gymnasiums = 0.90      Any other commercial use = 1.00		

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PARKS, BEACHES &amp; RECREATION</b>		
<p style="color: red;"><b>COVID-19 Fee Adjustment - In order to accommodate increases in operation expenses because of COVID-19 requirements, such as cleaning, health and safety requirements and additional staffing, which increase the costs of the programs, some fees may be adjusted so that revenues fund program costs.</b></p>		
<b>Special Classes</b>		
General recreation class fees will be adjusted as required to insure that program revenues fund 100% of total program costs. The non-resident fee is \$5.00 more than the resident fee. All registration transactions have a \$7.00 administrative fee. Senior Discount: 10% at age 60.	Please contact 738-7381 for more information	Please contact 738-7381 for more information
<b>Recreational Facilities Rental other than the Pacifica Community Center</b>		
The following rental charges shall apply for the use of recreational buildings or portions thereof. Rates are per hour and shall not be prorated for part of an hour. If additional City personnel are needed to assist with rental, the additional amount will be actual cost of salary, plus administrative charges.		
<b>Community Picnic Areas</b>		
Frontierland Park – Small Group Picnic Area	\$75.00	\$75.00
Frontierland Park – Large Group Picnic Area	\$225.00	\$225.00
Fairmont/Oddstad Park	\$100.00	\$100.00
4th of July - info/craft booth	\$50.00	\$50.00
4th of July - food booth	\$65.00	\$65.00
<b>Aquatic Classes</b>		
Evening - 8 lessons/30 min. per lesson:		
Semi-Private	\$125.00	\$125.00
Private	\$190.00	\$190.00
Little Bobbers and Tiny Tots	\$72.00	\$72.00
Preschool Levels I, II, III	\$80.00	\$80.00
Learn to Swim Levels I - III	\$80.00	\$80.00
Learn to Swim Levels IV - VI	\$80.00	\$80.00
Daytime - (summer only):		
Semi-Private	\$78.00	\$78.00
Private	\$119.00	\$119.00
Little Bobbers and Tiny Tots	\$45.00	\$45.00
Preschool Levels I, II, III	\$50.00	\$50.00
Learn to Swim Levels I - VI	\$50.00	\$50.00
<b>Oceana Pool Rental</b>		
Swim meets	\$175.00/hour	\$175.00/hour
PSL swim team (home team)	\$90.00/hour	\$90.00/hour
<b>Pool Party Program</b>		
	\$175.00/hour	\$175.00/hour
<b>Swim Team</b>		
Swim Team:	\$75/mo	\$75/mo
Pre-Comp Swim Team:	\$65/mo	\$65/mo

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PARKS, BEACHES &amp; RECREATION</b>		
<b>Recreation Swim</b>		
Youth (17 and younger)	\$5.00	\$5.00
Adults (18 to 59)	\$6.00	\$6.00
Senior Citizens (60 & over)	\$5.00	\$5.00
All Access Pass: Adults	\$72/mo, \$206/qrt., or \$792/yr.	\$72/mo, \$206/qrt., or \$792/yr.
All Access Pass: Seniors 60+	\$65/mo, \$185/qrt., or \$713/yr.	\$65/mo, \$185/qrt., or \$713/yr.
Swim Pass (20 swims) - Adults	\$99.00	\$99.00
Swim Pass (20 swims) - Children/Senior Citizens	\$85.00	\$85.00
Swim Pass (10 swims) - Adults	\$54.00	\$54.00
Swim Pass (10 swims) - Children/Senior Citizens	\$45.00	\$45.00
Water Polo Drop In	\$6.00	\$6.00
<b>Recreation Playground Program</b>		
Membership Fee: September thru June	\$275.00	\$275.00
Membership Fee: July/August	\$275.00	\$275.00
<b>J-Teen Center</b>		
Membership Fee: September-May	\$275.00	\$275.00
NEW -Membership Fee: January-May	\$200.00	\$200.00
LITE (Leadership in Training Education)	\$75.00	\$75.00
LITE Fieldtrip fees for additional weeks	25.00/week	25.00/week
<b>Special Interest Classes</b>		
For special interest classes where no fee has been charged because instructor volunteers his/her time, a \$5.00 per student fee will be assessed to cover program administration costs.	Please contact 738-7381 for more information	Please contact 738-7381 for more information
<b>Senior Programs</b>		
Annual membership (includes monthly newsletter and additional costs for special events)	\$25.00	\$25.00
<b>Child Care Services</b>		
<b>Child care registration fees:</b>		
One-time, non-refundable fee per child at the time of entry into program.	\$75/child	\$75/child
Annual registration per child for summer program slot.	\$25.00/yr per child	\$25.00/yr per child
Annual registration, non-refundable fee per child at the time of entry into program (state preschool).	\$10/yr per child	\$10/yr per child
Registration for summer program slot.	\$25.00/yr per child	\$25.00/yr per child
Late Payment per month for payment after 10th operating day.	\$25.00	\$25.00
<del>Registration to discontinue slot in summer</del>	<del>\$0.00</del>	<del>\$0.00</del>
Late Pick-up: for pick-up after 6:01 p.m. or other designated closing time.	\$2.00 per minute	\$2.00 per minute
<b>Preschool Monthly Rates -- Per Child:</b>		
Flat rate. (includes field trips.) 7a.m. -6 p.m.	\$970/mo	\$970/mo
Preschool ½ day (Ocean Shore School)	\$425/mo	\$425/mo

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PARKS, BEACHES &amp; RECREATION</b>		
State Preschool ½ day (Fairmont Park & Sunset Ridge School)	\$640/mo	\$640/mo
<b>Kindergarten/School-age School Year (September-June) Monthly Rates - Per</b>		
Annex Program: Before school and includes additional time during breaks and June after school ends.	\$285/mo	\$285/mo
Annex Program: Before and/or after school-School age. Includes school breaks and last two weeks in June.	\$565/mo	\$565/mo
State Sponsored Child Care Program: Before and/or after school, School-age.	\$655/mo	\$655/mo
<b>Daily rate: drop in - school year; non-school days, 24-hours notice for space availability; additional charge for field trips and special events; both Kindergarten and School age.</b>		
<b>Kindergarten/School-age Summer Rates (July-August) Monthly Rates per</b>		
Annex Summer Program: Flat rate per month for families who are currently enrolled in the year-round program, includes field trips.	\$585/mo	\$585/mo
Annex Summer Program: 4 week Summer School / Thinkbridge 1/2 day program.	\$415/mo	\$415/mo
State Sponsored Child Care Summer Program: Flat rate per month for families includes field trips.	\$800/mo	\$800/mo
Drop-in: per blocks of 10 days: 24 hour advance notice for space available or each day used; field trips & special events are extra.	\$400	\$400
Field trip charge per child, per event, drop-ins.	\$15.00	\$15.00
<b>Beach Parking</b>		
Annual Beach Parking Pass	\$72.00	\$72.00
Daily Parking		
0 - 4 hours	\$ 7.00	\$ 7.00
5 - 8 hours	\$ 9.00	\$ 9.00
<b>Pacifica Beach Resource Parking Pass (annual)</b>	\$25	0
Eligibility - income is 80% or less of the median income level for the United States County in which they reside (and for non-United States residents, their income is 80% or less of the median income level for California); they are receiving Supplemental Security Income (SSI), Social Security Disability Insurance (SSDI), Medi-Cal, or aid under the CalWORKS Program; they possess an Electronic Benefit Transfer (EBT) card or SFMTA (Low Income) Lifeline Pass; or they participate or are eligible to participate in any other lower income assistance programs (e.g., free/reduced cost school lunches, YMCA membership assistance, Lyft Bay Wheels, Calfresh, PG&E CARE utility discount, etc.).		
<b>Beach Use (not including surf events):</b> Contest/beach event - (small beach events with 50 or fewer participants and spectators). Fees based on city staff time required for general review, administrative duties and approval.	\$175/day/event	\$175/day/event
<b>Surf Events/Skatepark Events - (security/cleaning deposit required)</b>		
Whole skatepark contest	\$300/day plus cleaning deposit of \$251	\$300/day plus cleaning deposit of \$251
Half day skatepark	\$150/day plus cleaning deposit of \$125	\$150/day plus cleaning deposit of \$125



**City of Pacifica  
Fees & Charges Master Schedule**

<b>Fee Description</b>	<b>Proposed</b>	<b>Previously Adopted</b>
<b>PARKS, BEACHES &amp; RECREATION</b>		
Surf event for local surf clubs, local businesses and non-profit groups.	\$325 per day	\$325 per day
Out of town and commercial groups per surf contest/event with. Maximum participants are 150. An event with vendors, demonstrations, major sponsors, expo-like environment, fees based on city staff time required for general review, administrative duties and approval, as well as impact on public works department and police department.	\$650 per day (Additional fees MAY be determined based on impact on the area and staff FOR ALL EVENTS.)	\$650 per day (Additional fees MAY be determined based on impact on the area and staff FOR ALL EVENTS.)
<b>Surf Camps</b>		
Small Camp (maximum 12 students) & Large Camp (maximum 25 students) for a facility use permit per year, covers all camps in a calendar year. Camp operators must have a Pacifica business license, insurance and adhere to Parks, Beaches and Recreation surf camp requirements. Rates change each January.		
<b>January 2019</b>		
Small Camp	\$1,040.00	\$1,040.00
Large Camp	\$1,260.00	\$1,260.00
<b>January 2020</b>		
Small Camp	\$1,060.00	\$1,060.00
Large Camp	\$1,280.00	\$1,280.00
<b>January 2021</b>		
Small Camp	\$1,080.00	\$1,080.00
Large Camp	\$1,300.00	\$1,300.00
<b>Film/Photo Shoots</b>		
Student/amateur rate/non-profit; Students must show current student ID and non-profits must submit non-profit status letter.	\$100 per day	\$100 per day
Commercial filming (less than 3 support vehicles)	\$600 per day	\$600 per day
Major commercial filming. (Additional fees may be determined based on vehicles/additional staff time/impact on area.)	\$900 per day	\$900 per day
<b>Weddings/Ceremonies on Beaches, Pier or in Parks</b>		
99 or fewer participants	\$250 per day	\$250 per day
100 or more participants (maximum 150)	\$350 per day	\$350 per day
Recreation Trail Use	\$150.00 per day/event	\$150.00 per day/event
<b>Community Center Rentals - Weekdays (per hour)</b>		
<b>Pacifica Community Center Rental</b>		
All rates are hourly. Warming Kitchen and additional rooms may be added for an additional fee. Weekend rates begin Friday after 1:30pm through Sunday.	Please contact 738-7381 for more information	Please contact 738-7381 for more information
<b>Resident - Weekdays</b>		
Auditorium	\$60.00	\$60.00
Dance Studio	\$45.00	\$45.00
Card Room	\$40.00	\$40.00
Portola Room	\$40.00	\$40.00
Craft Room	\$35.00	\$35.00
Ceramics Room	\$20.00	\$20.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PARKS, BEACHES &amp; RECREATION</b>		
Game Room	\$20.00	\$20.00
Art Gallery	\$20.00	\$20.00
Meeting Room	\$20.00	\$20.00
<b>Non-Resident - Weekdays</b>		
Auditorium	\$100.00	\$100.00
Dance Studio	\$60.00	\$60.00
Card Room	\$45.00	\$45.00
Portola Room	\$45.00	\$45.00
Craft Room	\$40.00	\$40.00
Ceramics Room	\$25.00	\$25.00
Game Room	\$25.00	\$25.00
Art Gallery	\$25.00	\$25.00
Meeting Room	\$25.00	\$25.00
<b>Non-Profit - Weekdays</b>		
Auditorium	\$35.00	\$35.00
Dance Studio	\$25.00	\$25.00
Card Room	\$20.00	\$20.00
Portola Room	\$20.00	\$20.00
Craft Room	\$15.00	\$15.00
Ceramics Room	15.00	15.00
Game Room	\$15.00	\$15.00
Art Gallery	\$15.00	\$15.00
Meeting Room	\$15.00	\$15.00
<b>Commercial - Weekdays - provided no items are sold</b>		
Auditorium	\$125.00	\$125.00
Dance Studio	\$85.00	\$85.00
Card Room	\$50.00	\$50.00
Portola Room	\$50.00	\$50.00
Craft Room	\$45.00	\$45.00
Ceramics Room	\$30.00	\$30.00
Game Room	\$30.00	\$30.00
Art Gallery	\$30.00	\$30.00
Meeting Room	\$30.00	\$30.00
<b>Community Center Rentals - Weekends (per hour)</b>		
<b>Resident - Weekends</b>		
Entire Building	\$210.00	\$210.00
Auditorium	\$100.00	\$100.00
Dance Studio	\$80.00	\$80.00
Card Room	\$75.00	\$75.00
Portola Room	\$75.00	\$75.00
Craft Room	\$65.00	\$65.00
Ceramics Room	\$50.00	\$50.00
Game Room	\$50.00	\$50.00
Art Gallery	\$50.00	\$50.00
Meeting Room	\$50.00	\$50.00
<b>Non-Resident - Weekends</b>		
Entire Building	\$265.00	\$265.00

**City of Pacifica  
Fees & Charges Master Schedule**

Fee Description	Proposed	Previously Adopted
<b>PARKS, BEACHES &amp; RECREATION</b>		
Auditorium	\$150.00	\$150.00
Dance Studio	\$110.00	\$110.00
Card Room	\$80.00	\$80.00
Portola Room	\$80.00	\$80.00
Craft Room	\$70.00	\$70.00
Ceramics Room	\$55.00	\$55.00
Game Room	\$55.00	\$55.00
Art Gallery	\$55.00	\$55.00
Meeting Room	\$55.00	\$55.00
<b>Non-Profit</b>		
Entire Building	\$195.00	\$195.00
Auditorium	\$75.00	\$75.00
Dance Studio	\$60.00	\$60.00
Card Room	\$55.00	\$55.00
Portola Room	\$55.00	\$55.00
Craft Room	\$45.00	\$45.00
Ceramics Room	\$45.00	\$45.00
Game Room	\$45.00	\$45.00
Art Gallery	\$45.00	\$45.00
Meeting Room	\$45.00	\$45.00
<b>Commercial - Weekends - provided no items are sold</b>		
Entire Building	\$275.00	\$275.00
Auditorium	\$170.00	\$170.00
Dance Studio	\$120.00	\$120.00
Card Room	\$80.00	\$80.00
Portola Room	\$80.00	\$80.00
Craft Room	\$75.00	\$75.00
Ceramics Room	\$55.00	\$55.00
Game Room	\$55.00	\$55.00
Art Gallery	\$55.00	\$55.00
Meeting Room	\$55.00	\$55.00
<b>Philanthropic/City-Sponsor</b>		
<p><b>Philanthropic, non-profit events that financially benefit the City by a minimum of \$10,000.</b> Rental charges for the event shall be waived for the usage of the Community Center. Organization will be responsible for any additional cost pertaining to janitorial or garbage. Building attendant will be provided. Organization will be responsible for obtaining and paying for any insurance or permits required for event. Event must be presented to the PB&amp;R Director (or designee) and approved by City Manager (or designee).</p>		









# RESOLUTION NO. 34-2020 - APPROVE AND INCREASE CERTAIN USER FEES AND CHARGES AS DESCRIBED IN ADMINISTRATIVE POLICY NO. 2

Final Audit Report

2020-06-12

Created:	2020-06-12
By:	Sarah Coffey (coffeys@ci.pacifica.ca.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIUvwVgJECM1BbqPTiPUGVoKWcDfOet1q

## "RESOLUTION NO. 34-2020 - APPROVE AND INCREASE CERTAIN USER FEES AND CHARGES AS DESCRIBED IN ADMINISTRATIVE POLICY NO. 2" History

-  Document created by Sarah Coffey (coffeys@ci.pacifica.ca.us)  
2020-06-12 - 0:47:46 AM GMT- IP address: 68.65.68.29
-  Document emailed to Deirdre Martin (martind@ci.pacifica.ca.us) for signature  
2020-06-12 - 0:48:25 AM GMT
-  Email viewed by Deirdre Martin (martind@ci.pacifica.ca.us)  
2020-06-12 - 1:08:00 AM GMT- IP address: 98.234.67.13
-  Document e-signed by Deirdre Martin (martind@ci.pacifica.ca.us)  
Signature Date: 2020-06-12 - 1:08:21 AM GMT - Time Source: server- IP address: 98.234.67.13
-  Document emailed to Sarah Coffey (coffeys@ci.pacifica.ca.us) for signature  
2020-06-12 - 1:08:22 AM GMT
-  Email viewed by Sarah Coffey (coffeys@ci.pacifica.ca.us)  
2020-06-12 - 1:09:23 AM GMT- IP address: 68.65.68.29
-  Document e-signed by Sarah Coffey (coffeys@ci.pacifica.ca.us)  
Signature Date: 2020-06-12 - 1:09:33 AM GMT - Time Source: server- IP address: 68.65.68.29
-  Signed document emailed to Sarah Coffey (coffeys@ci.pacifica.ca.us) and Deirdre Martin (martind@ci.pacifica.ca.us)  
2020-06-12 - 1:09:33 AM GMT