

City of Citrus Heights
Draft Master Fee Schedule
December 2019 Draft

Fee Name	Current Fee	2020 Recommended Fee	Footnotes
CITY CLERK FEES			
Initiative Petition / Petition Filing Fee	\$200	\$200	
Candidate Filing Fee	\$25	\$25	
FINANCE FEES			
Returned Check - First Check	\$25	\$25	
Returned Check - Each Subsequent Check	\$25	\$32	
Copies	\$0.20	\$0.20 black & white \$0.25 color	Per Page
Notary	\$15	\$15	
Documentation	\$3	\$3	Per Media Type
POLICE DEPARTMENT FEES			
Police Reports			
Per Page Report	\$0.10	\$10 per report (1-40 pages) plus \$0.25 for additional pages over 40	
Research and Data Compilation	\$30	\$30	Per Hour
Processing Photographs			
Per Sheet		\$0.50	
Per CD		\$10	
Per Thumb Drive		\$15	
Handling Fee	\$10		
Copy of digital photo media (each media device)	\$3		
Subpoenas			
Administrative (Subpeona Deuces Tecum)	\$15	\$15	Deposit & Actual Cost
Civil Case Witness Fee	\$275	\$275	Deposit & Actual Cost
Towing Services			
Initial Application Fee	\$50	\$200	Including ID Card
Vehicle Tow Hearing	\$0	\$83	
Traffic Escort Services			
Administrative Fee	\$78	\$180	
Per Officer, Per Hour	\$0	Actual Cost	
Gun Safekeeping			
Administrative Fee	\$25	\$139	Per Case
Storage	\$1	\$1	Per Day, Per Gun
Unruly Gatherings			
1st Written Warning	\$0	\$0	
2nd & Subsequent Warnings (same event or address)	\$100	\$0	
Officer Called to Scene - First Response	\$0	\$0	
Officer Called to Scene - Second and Subsequent Responses	\$0	Actual Cost	
Damage to City Property	\$0	Actual Cost	
Vehicle Identification Numbers			
VIN Verification Charge (Individuals only)	\$10	\$50	
Stored or Impounded Vehicles			
Vehicle Release	\$150	\$180	
Vehicle Abatement	\$150	Actual Cost	
Vehicle Repossession			
Vehicle Repossession Fee	\$15	\$15	
Alarm Systems			
Alarm System Use Permit Fee	\$50	\$50	
Annual Alarm Permit Renewal Fee	\$15	\$15	
3 Year Alarm Permit Renewal Fee	\$35	\$35	
Failure to Register Alarm	\$250	\$250	
Late Fee	\$25	\$25	
Audio & Video			
Handling Fee	\$0	\$50	
Audio Recording - Per 15 minutes of Audio	\$25	\$38	
Video Recording - Per 15 minutes of Video	\$40	\$53	

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Clearance Letters - Residents Only			
Police Clearance	\$15	\$38	
Fingerprint Services/Livescan (Non-Criminal)			
Rolling Fee	\$21	\$25	LiveScan or 1 Ink Card
FBI Processing Fee		Set By State	
DOJ Processing Fee		Set By State	
CACI (Child Abuse Index Fee)		Set By State	
Firearms Fee		Set By State	
Ticket Sign Off	\$0	\$16	
Background Checks for Office of Personnel Management	\$0	\$25	
Gaming Permit			
Casino Employee - New	\$110	\$136	
Casino Employee - Renewal	\$110	\$38	
Other - New	\$100	\$154	
Other - Renewal	\$100	\$47	
Animal Services			
Licensing			
Altered Animals			
1 yr	\$15	\$15	
2 yr	\$30	\$30	
3 yr	\$40	\$40	
1 yr Senior Citizen Discount Rate	\$10	\$10	62 years or older
2 yr Senior Citizen Discount Rate	\$20	\$20	62 years or older
3 yr Senior Citizen Discount Rate	\$25	\$25	62 years or older
Lifetime Registration for Altered, Micro-Chipped Cats	\$60	\$60	
Lifetime Registration for Altered, Micro-Chipped Cats - Senior Citizen Discounted Rate	\$50	\$50	
Unaltered			
1 yr	\$30	\$30	
2 yr	\$60	\$60	
3 yr	\$90	\$90	
Replacement Tags	\$5	\$14	
License Transfer	\$0	\$10	
Late Fee	\$15	\$15	
Impounds			
Altered Animals			
First Impound (licensed)	\$0	\$0	
First Impound (unlicensed)	\$30	\$30	
Second Impound*	\$60	\$125	
Third and Subsequent Impound*	\$90	\$267	
* On second, third and subsequent impounds; if animal is boarded, additional boarding fees (actual cost) will apply			
For all unlicensed impounds, in addition to the current fee, owner must pay the fee to license their animal (CA Department of Food and Agriculture Code 30804.5)			
Unaltered Animals			
First Impound	\$35	\$50	
Second Impound**	\$50	\$125	
Third and Subsequent Impound**	\$100	\$267	
fee to license their animal (CA Department of Food and Agriculture Code 30804.5). For all unaltered animals, in addition to current fee, owner must pay the required fines set by the CA Department of Food and Agriculture Code 30804.7			
** On second, third and subsequent impounds; if animal is boarded, additional boarding fees (actual cost) will apply			
Livestock/Wildlife			
First Impound	\$50	Actual Cost	
Second Impound	\$100	Actual Cost	
Third and Subsequent Impounds	\$200	Actual Cost	
Hauling	\$0	Actual Cost	
Boarding			
Domestic Animals Dog/Cat-	\$10	Actual Cost	
Large-Livestock/Wildlife	\$25	Actual Cost	
Quarantine	\$15	Actual Cost	
Owner Surrender	\$70	\$70	
Owner Surrender - Litter	\$65	\$75	

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Other Fees			
Owned Animal Disposal	\$60	\$178	
Owner - Euthanasia	\$50	Actual Cost	
Home Quarantine	\$50	\$178	
Non-Home Quarantine	NEW	Actual Cost	
Rabies Specimen Testing	\$55	\$233	
Registration Fee -Vicious/Dangerous Animals	\$0	\$300	Not to Exceed
Appeal to Destroy Vicious Animal	\$0	\$75	
Traps	\$0	\$50 Deposit	refundable if trap returned
<i>All Animal Services Fees are levied in addition to any penalties imposed by Chapter 8 of the City of Citrus Heights Municipal Code and Section 30804.7 of the Food and Agricultural Code.</i>			
BUILDING FEES			
Flat Fees			
Building Permit Fees			
Permit Issuance Fee	\$68	\$235	
Electrical Permits			
Service Panel			
60-200 amp	\$29	\$56	
201-1,000 amp	\$58	\$112	
Over 1,000 amps	\$117	\$225	
Replacement of equipment panel	\$17	\$56	
Sign Circuits	\$23	\$56	
Temporary Power	\$23	\$56	
Receptacles, Switches, Fixtures	\$1	\$9	
Misc electrical supplemental to a separate trade	\$7	\$19	
Plumbing Permits			
Water Heaters	\$19	\$28	
Sewer Replacements	\$26	\$37	
Water Piping Systems	\$5	\$9	
Gas Piping Systems			
1-4 Outlets	\$6	\$37	
Each additional outlet over 4 outlets	\$1	\$9	
Backflow Devices			
1-5 Devices	\$13	\$19	
Each additional device over 5 devices	\$2	\$9	
Interceptors	\$21	\$56	
Fixtures	\$10	\$9	
Misc plumbing supplemental to a separate trade	\$8	\$19	
Mechanical Permits			
Furnace, forced air			
Up to 100,000 BTU	\$16	\$56	
Over 100,000 BTU	\$19	\$75	
Furnaces, other than forced air	\$16	\$112	
Air Handlers			
Up to 10 cfm	\$11	\$19	
Above 10 cfm	\$19	\$28	
Evaporative Coolers	\$11	\$28	
Boilers			
1 to 100 HP	\$15	\$19	
101 to 1,750 BTU	\$58	\$56	
Above 1,750 BTU	\$97	\$112	
Exhaust Hoods	\$11	\$56	
Vent Fans	\$8	\$19	
Duct Piping	\$11	\$28	
Fuel Piping	\$11	\$37	
Other Fees			
Inspections outside of normal business hours	\$125	\$150	Minimum 2 Hours
Reinspection fees assessed under the provisions of the CBC	\$125	\$150	
Inspections for which no fee is specifically indicated	\$65	\$150	
Additional plan review required by changes, additions, or revisions to plans	\$65	\$150	
inspections	Actual Cost	Actual Cost	
Investigation Fee	Double Permit Fee	Double Permit Fee	
Plan Check Fee	65% of Inspection Fee	65% of Inspection Fee	

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Valuation-Based Fees			
Project Valuation \$1 to \$500	\$68.25	\$174	
Project Valuation \$501 to \$2,000			
First \$500	\$68.25	\$174	
Each Additional \$100 or fraction thereof	\$3.20	\$11.63	
Project Valuation \$2,001 to \$25,000			
First \$2,000	\$72.70	\$349	
Each Additional \$1,000 or fraction thereof	\$14.70	\$14.70	
Project Valuation \$25,001 to \$50,000			
First \$25,000	\$410.80	\$687	
Each Additional \$1,000 or fraction thereof	\$10.60	\$30.10	
Project Valuation \$50,001 to \$100,000			
First \$50,000	\$675.90	\$1,440	
Each Additional \$1,000 or fraction thereof	\$7.35	\$9.60	
Project Valuation \$100,001 to \$500,000			
First \$100,000	\$1,043.40	\$1,919	
Each Additional \$1,000 or fraction thereof	\$5.85	\$5.13	
Project Valuation \$500,001 to \$1,000,000			
First \$500,000	\$3,395.40	\$3,970	
Each Additional \$1,000 or fraction thereof	\$4.95	\$7.33	
Project Valuation \$1,000,001 to 5,000,000			
First \$1,000,000	\$5,889.15	\$7,634	
Each Additional \$1,000 or fraction thereof	\$3.30	\$4.01	
Project Valuation \$5,000,001 to \$10,000,000			
First \$5,000,000	\$19,089.15	\$23,666	
Each Additional \$1,000 or fraction thereof	\$3.30	\$2.14	
Project Valuation \$10,000,001+			
First \$10,000,000	\$35,589.15	\$34,354	
Each Additional \$1,000 or fraction thereof	\$3.30	\$1.07	
PLANNING FEES			
General Plan Amendment	\$11,133	\$16,700	
Specific Plan Amendment	\$8,835	\$13,253	
Rezone			
Less than 2 acres	\$7,069	\$12,371	
Greater than 2 acres	\$8,835	\$15,461	
Minor Variance	\$3,396	\$3,396	
Variance	\$4,287	\$6,431	
Zoning Ordinance Amendment	\$5,732	\$8,512	
Zoning Confirmation Letter	\$250	\$362	
Zoning Interpretation	\$1,036	\$1,813	
Minor Conditional Use Permit	\$3,396	\$5,094	
Minor Conditional use Permit Modification	\$2,547	\$3,821	
Conditional Use Permit	\$5,329	\$7,994	
Modification of Conditional Use Permit	\$3,996	\$5,994	
Temporary Use Permit	\$150	\$225	
Temporary Sign Permit	\$0	\$150	
Condo Conversion CUP	\$9,617	\$9,950	
Condo Conversion CUP Mod	\$3,630	\$5,324	
Design Review Permit - Staff Level	\$2,685	\$4,699	
Design Review Permit Modification - Staff level	\$1,078	\$2,156	
Design Review Permit - Planning Commission	\$5,238	\$10,476	
Design Review Permit Modification - Planning Commission	\$2,901	\$5,802	
Tentative Parcel Map	\$5,748	\$7,185	
Parcel Map Extension - Planning Commission	\$3,289	\$4,111	
Tentative Subdivision Map	\$9,790	\$14,685	
Subdivision Map Extension - Planning Commission	\$3,427	\$4,284	
Vesting Tent. Subdivision Map	\$10,116	\$15,174	
Vesting Map Extension - Planning Commission	\$3,427	\$5,141	
Development Agreement (Planning Staff)	\$0	\$10,000	Deposit & Actual Cost
Amendment To Development Agreement	\$0	\$5,000	Deposit & Actual Cost
Dev. Agreement Annual Review	\$0	\$0	
Categorical Exemption + NOD	\$250	\$526	
Negative Declaration (In-House)	\$2,764	\$3,000	Deposit & Actual Cost
Mitigated ND (In-House)	\$4,635	\$6,000	Deposit & Actual Cost

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EIR Review and Admin (Hourly)	\$140	\$5,000	Deposit & Actual Cost
Mitigation Monitoring (Hourly)	\$140	\$5,000	Deposit & Actual Cost
Tree Removal Permit	\$30	\$30	
Comprehensive Sign Plan	\$288	\$300	
Bingo - Eligibility Certificate	\$50	\$50	
Letter of Public Convenience & Necessity	\$800	\$2,400	
Sign Exception Process	\$1,817	\$3,634	
Appeals	\$250	\$250	
General Business License	\$79	\$90	
General Business License Renewal	\$54	\$69	
Special Business License	\$125	\$232	
Special Business License Renewal	\$125	\$161	
Massage License Renewal	\$125	\$201	
Massage Business License	\$79	\$201	
Massage Establishment License	\$125	\$407	
Massage Establishment Renewal	\$125	\$236	
ENGINEERING FEES			
Agreements - Deferral, Stormwater Vault/Access, Right of Way/Easement Abandonment, Reimbursement	\$1,105	\$1,105	Deposit & Actual Cost
Encroachment Permit - Residential Frontage (Driveway/ C, G & SW)	\$250	\$500	Flat Fee
Encroachment Permit - Multi-Family/ Commercial Frontage (Driveway, C, G, SW Replacement, and ADA Ramp Replacement)	\$1,000 Deposit	\$1,200 less than 45 linear ft or less than 200 sq ft; \$1,700 greater than or equal to 45 linear ft or 200 sq ft	Flat Fee
Encroachment Permit - Minor	\$250	\$270	Flat Fee
Encroachment Permit - Utility Standard	\$1,500	\$1,500	Deposit & Actual Cost
Encroachment Permit - Monitoring Wells, Initial and Release			
Initial	\$1,000 Deposit	\$1,100	Flat Fee
Monitoring	\$1,000 Deposit	\$175	Flat Fee
Destruction	\$1,000 Deposit	\$500	Flat Fee
Encroachment Permit - Blanket Permit			
Tier 1	\$5,000	\$5,000	Deposit & Actual Cost
Tier 2	\$5,000	\$15,000	Deposit & Actual Cost
Tier 3	\$5,000	\$40,000	Deposit & Actual Cost
Crack Seal Fee	\$1.80	\$1.80	Per Linear Foot
Mapping - Cert of Compliance	\$925	\$1,000	Deposit & Actual Cost
Mapping - Lot Line Adjustment (LLA)	\$1,310	\$1,500	Deposit & Actual Cost
Mapping - Parcel Map Check, <4 Lots	\$5,000	\$5,000	Deposit & Actual Cost
Mapping - Subdivision Map Check, 5-25 Lots	\$5,000	\$5,000	Deposit & Actual Cost
Mapping - Subdivision Map Check, 26+ Lots	\$10,000	\$10,000	Deposit & Actual Cost
Misc - Maintenance Assessment District Set Up	\$5,575	\$6,000	Deposit & Actual Cost
Transportation Permit - Annual	\$90	\$90	
Transportation Permit - Single Trip	\$16	\$16	
Off/On-Site Improvement Fees			
Plan Check			
\$0-\$100,000 Valuation			
Base Fee		\$2,500	Deposit & Actual Cost
Each \$1,000 or fraction thereof	4.0%	\$40.00	
\$100,001-\$1,000,000 Valuation			
First \$100,000		\$6,500	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	4.0%	\$38.00	
Over \$1,000,000 Valuation			
First \$1,000,000		\$40,700	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	4.0%	\$31.50	
Inspection			
\$0-\$100,000 Valuation			
Base Fee		\$3,000	Deposit & Actual Cost
Each \$1,000 or fraction thereof	5.0%	\$50.00	
\$100,001-\$1,000,000 Valuation			
First \$100,000		\$8,000	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	5.0%	\$48.50	
Over \$1,000,000 Valuation			
First \$1,000,000		\$51,650	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	5.0%	\$47.00	

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FACILITIES FEES			
COMMUNITY CENTER	CH Resident, Business, Non-Profit/ Non-Resident	CH Resident, Business, Non-Profit/ Non-Resident	
Event Packages			
Small Event (8 Hours Min) - South Flex Rooms or 1/3 Hall w/ Kitchen A or B	\$175 / \$200 Hour	\$175 / \$200 Hour	\$700 Deposit
Medium Event (8 Hours Min) - 2/3 Hall w/ Kitchen A or B	\$225 / \$275 Hour	\$225 / \$275 Hour	\$1,200 Deposit
Large Event (8 Hours Min) - Full Community Hall w/ Full Kitchen Use	\$250 / \$300 Hour	\$250 / \$300 Hour	\$1,400 Deposit
Fundraising Large Package (10 Hours Min) - Full Hall, South Flex Rooms, East Flex Rooms, w/ Full Kitchen Use	\$325 / \$425 Hour	\$325 / \$425 Hour	\$2,600 Deposit
Fundraising Small Package (10 Hours Min) - 2/3 Hall, South Flex Rooms, w/ Kitchen A or B	\$195 / \$250 Hour	\$195 / \$250 Hour	\$1,400 Deposit
Room Rentals			
South Flex Rooms (4 Hour Min)			
Room A, B, and C	\$100 / \$125 Hour	\$100 / \$125 Hour	\$400 Deposit
Room A or B and C	\$80 / \$100 Hour	\$80 / \$100 Hour	\$300 Deposit
Room B or C	\$60 / \$80 Hour	\$60 / \$80 Hour	\$200 Deposit
North Flex Rooms (2 Hour Min)			
Rooms A and B	\$80 / \$100 Hour	\$80 / \$100 Hour	\$300 Deposit
Room A or B	\$40 / \$60 Hour	\$40 / \$60 Hour	\$175 Deposit
East Flex Rooms (2 Hour Min)			
Rooms A, B, C, and D	\$120 / \$150 Hour	\$120 / \$150 Hour	\$400 Deposit
Room A, B, C, or D	\$35 / \$45 Hour	\$35 / \$45 Hour	\$100 Deposit
Community Senior Center (2 Hour Min) * Available Mon-Fri after 5pm and Weekends - Center, Lounge, w/ Patio	\$115 / \$125 Hour	\$115 / \$125 Hour	\$200 Deposit
Community Hall (8 Hour Min)			
Full Hall	\$220 / \$275 Hour	\$220 / \$275 Hour	\$1,000 Deposit
2/3 Hall	\$150 / \$200 Hour	\$150 / \$200 Hour	\$700 Deposit
1/3 Hall	\$125 / \$150 Hour	\$125 / \$150 Hour	\$400 Deposit
Catering Kitchen (2 Hour Min)			
Full Kitchen	\$85 / \$115 Hour	\$85 / \$115 Hour	\$1,000 Deposit
Kitchen A or B	\$70 / \$100 Hour	\$70 / \$100 Hour	\$500 Deposit
Pre-Function and Reception Hall (6 Hour Minimum)			
	\$125 / \$140 Hour	\$125 / \$140 Hour	\$200 Deposit
Catering Fees - Non-Approved Caterer			
	\$400 Use Fee	\$400 Use Fee	\$350 Deposit
Audio Visual			
Use Fee	\$100	\$100	
Consultation Fee	\$50 per Consultation	\$50 per Consultation	
Projector	\$50 Each	\$50 Each	
Microphone/Lavaliere	\$25 Each	\$25 Each	
Stage	\$50 per Section	\$50 per Section	
Portable Bar	\$75 Each	\$75 Each	
Dance Floor	\$25 per Section	\$25 per Section	
SYLVAN CENTER			
Meetings	\$75 Annual Rental Fee	\$75 Annual Rental Fee	\$250 Deposit
One-Time Use (8 Hour Maximum)	\$85	\$85	\$250 Deposit