

CITY OF CLAYTON- BOOK OF FEES		
ATTACHMENT 2		
DESCRIPTION OF FEES		
CITYWIDE STAFF HOURLY REIMBURSEMENT FEES		
Departments	Position	Cost Reimbursement Fee Rate/ Hour
Admin/Finance	Accounting Technician	\$ 56
Community Dev	Assistant Planner	\$ 90
Admin/Finance	Assistant to the City Manager	\$ 72
Endeavor Hall	Attendant	\$ 16
Police	Chief of Police	\$ 131
Admin/Finance	City Clerk	\$ 63
Admin/Finance	City Manager	\$ 142
Community Dev	Community Development Director	\$ 136
Admin/Finance	Finance Director	\$ 132
PW/Mtn	Maintenance Senior	\$ 75
PW/Mtn	Maintenance Supervisor	\$ 87
PW/Mtn	Maintenance Worker I	\$ 63
PW/Mtn	Maintenance Worker II	\$ 67
Admin/Finance	Office Assistant/Code Officer	\$ 42
Police	Police Administrative Clerk	\$ 51
Police	Police Office Coordinator	\$ 59
Police	Police Officers	\$ 97
Police	Police Officers (PEPRA)	\$ 79
Police	Police Sergeant (PEPRA)	\$ 105
Police	Police Sergeant	\$ 117

CITY OF CLAYTON- BOOK OF FEES	
ATTACHMENT 3	
DESCRIPTION OF FEES	FEES/DEPOSIT
PLANNING AND DEVELOPMENT FEES	
ANNEXATION	
Annexation - This fee may include the items as illustrated below.	Actual Cost - \$5,000 minimum deposit
Local Agency Formation Commission	Actual Costs
Legal Costs for City plus 15% administrative overhead	Actual Costs
City Engineering Costs plus 15% administrative overhead	Actual Costs
Pre-annexation fees (legal costs, engineering cost and other City costs)	Actual Costs
GENERAL PLAN /ZONING ORDINANCE FEES	
General Plan Map or Text Amendment	Actual Cost- \$5,000 minimum deposit
Pre Zoning / Re Zoning	Actual Cost - \$5,000 minimum deposit
Zoning Ordinance Text Amendment	Actual Cost- \$5,000 minimum deposit
Site Plans / Development Plans	
Site Plan Review Permit - Residential	Actual Cost- \$1,000 minimum deposit
Site Plan Review Permit - Residential Amendment	Actual Cost- \$1,000 minimum deposit
Site Plan Review Permit - Non Residential	Actual Cost - \$5,000 minimum deposit
Site Plan Review Permit - Non Residential Amendment	Actual Cost- \$2,000 minimum deposit
Development Plan	Actual Cost- \$5,000 minimum deposit
New Development Services Agreement - Negotiating, processing, reviewing, drafting, and finalizing development agreements including, but not limited to development, disposition, and owner participation agreement and related documents.	Actual Cost- \$5,000 minimum deposit
SUBDIVISIONS	
Tentative Subdivision Map Application	Actual Cost - \$5,000 minimum deposit
Lot Line Adjustment	Actual Cost- \$2,500 minimum deposit
Lot Merger	Actual Cost - \$2,500 minimum deposit
SUBDIVISIONS	
Tentative Parcel Map Application	Actual Cost - \$2,000 minimum deposit
ENVIRONMENTAL REVIEW	

CITY OF CLAYTON- BOOK OF FEES		
ATTACHMENT 3		
	DESCRIPTION OF FEES	FEES/DEPOSIT
	Environmental Impact Report	Actual Cost - \$5,000 minimum deposit
	Negative Declaration with Mitigations (Mitigated Neg. Dec.)	Actual Cost- \$2,500 minimum deposit
	Negative Declaration without Mitigations	Actual Cost - \$2,000 minimum deposit
	Mitigation Monitoring and Reporting Plan	Included with Mitigated Neg Dec/ EIR
	Categorical Exemption	
New	County Recorder Fees https://www.contracostavote.gov/recorder/recording-fees/recorder-fee-schedule/	Actual cost
New	Staff Time based on the Citywide Fee Reimbursement Schedule	Actual cost
New	Mileage Costs (To and From) per IRS rate established (https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2023-business-use-increases-3-cents-per-mile)	2023 IRS Rate: 65.5 cents per mile
PERMITS		
	Home Occupation Permit - Administrative Review	\$237
	Home Occupation Permit - Planning Commission Review	Actual Cost - \$750 minimum deposit
	Use Permit - Fences Administrative Review	\$293
	Use Permit - Residential - Planning Commission Review	Actual Cos - \$1,000 minimum deposit
	Use Permit - Non- Residential - Planning Commission Review	Actual Costs - \$2,000 minimum deposit
	Temporary Use Permit - Administrative Review	\$660
	Temporary Use Permit - Planning Commission Review	Actual Cost- \$1,000 minimum deposit
	Sign Permit - Administrative Review	\$90
	Sign Permit - Planning Commission Review	Actual Cost- \$1,000 minimum deposit
	Temporary Storage Permit	\$90
	Accessory Dwelling Unit (ADU) Permit - Administrative Review	\$372
	Tree Removal Permit - Administrative Review Without Notice (Minimum)	\$45
	Tree Removal Non-Compliance Penalty (Admin Review Without Notice)	\$135

CITY OF CLAYTON- BOOK OF FEES		
ATTACHMENT 3		
	DESCRIPTION OF FEES	FEES/DEPOSIT
	Tree Removal Permit - Administrative Review with Notice (per tree - minimum applies see below)	\$135
	Tree Removal Non-Compliance Penalty (Notice Required)	\$259
	Tree Removal Permit - Planning Commission Review	Actual Cost - \$500 minimum deposit
	Tree Replacement In-Lieu Fee (CMC §15.70.040 F & 15.70.55) (per 24" box tree)	\$840
	Building Moving Permit	Actual Cost - \$1,000 minimum deposit
	Noise Permit - Administrative Review	\$383
	Reasonable Accommodations Permit - Administrative Review	\$338
	Reasonable Accommodations Permit - Planning Commission Review	Actual Cost- \$600 minimum deposit
	Outdoor Seating Permit (CMC §17.24.020 - H/Standard Policy No 3)	\$112
MISCELLANEOUS		
	Variance - Residential	Actual Cost - \$1,000 minimum deposit
	Variance - Non Residential	Actual Cost - \$2,000 minimum deposit
New	Pre-application review of development of 2 hours (additional hours will be based on actual costs). Two hour Minimum : \$272 (additional hours at \$136/hour).	Actual Cost- \$2,500 minimum deposit
New	Community Facility District or Other Assessment District formation fees	Actual Cost- \$8,000 minimum deposit
	Appeal - Administrative Decisions	\$90
	Appeal-Administrative Code Enforcement Citation	Actual Cost- \$1,800 minimum deposit
	Appeal - Planning Commission Decisions - Residential	\$375
	Appeal - Planning Commission Decisions - Non Residential	\$753
	Initial Fees- Appeals to Planning Commission Decisions - Non Residential	Actual Costs- \$1,500 minimum deposit
	Time Extension Request	Actual Cost - \$500 minimum deposit
	Contract Administration	Actual Cost - \$1,000 minimum deposit
	Large Family Day Care Home Permit	Actual Cost - \$500 minimum deposit

CITY OF CLAYTON- BOOK OF FEES		
ATTACHMENT 3		
	DESCRIPTION OF FEES	FEES/DEPOSIT
	Pre Application Consultation Deposit	Time - \$1,000 minimum deposit
New	Technology Fee: A technology fee shall be charged as an additional permit fee for structures requiring full plan review. The amount of this fee shall be 8% of the fee charged per the total valuation of the project. The fee shall be used for permit document scanning costs, expansion of the city's EGovernment and Geographical Information System (GIS) programs, along with their operating and maintenance costs	8% of total permit fees
CONSTRUCTION AND DEMOLITION (C&D) RECYCLING PLANS		
	Permit processing Fee - Single Family	\$203
	Permit processing Fee - Commercial & Multifamily	\$417
	Mgmt. Plan Deposit - Single Family (Minor Projects Including: re-roof, additions, remodeling, tenant improvements, etc.)	\$1,000 plus \$1/sq. ft. overs 2,000 sq. ft.
	Mgmt. Plan Deposit - Single Family (New Construction) per unit	\$2,000 plus \$1/sq. ft. over 2,000 sq. ft.
	Mgmt. Plan Deposit - Commercial & Multifamily (New Construction)	\$2,000 plus \$1/sq. ft. over 2,000 sq. ft.
HABITAT CONSERVATION AREA COMPLIANCE		
	Habitat Conservation Plan/Natural CC Plan	Time - \$1,000 minimum deposit
CITY ENGINEERING DEPARTMENT		
	Bid or Plan Sets	Actual Cost
	Deed Restriction / Covenant Agreement Preparation (Does not include recordation extra cost. See Administrative Fees.)	\$562
SUBDIVISION		
	Final Map Filing Fee (per map)	\$915
	Final Map Checking Fee	Time - \$5,000 minimum deposit
	Construction Plans Checking Fee	Time - \$5,000 minimum deposit
	Construction Inspection Fee - Public Improvements	9% of Bond Estimates

CITY OF CLAYTON- BOOK OF FEES	
ATTACHMENT 3	
DESCRIPTION OF FEES	FEES/DEPOSIT
Construction Inspection Fee - Private Improvements	9% of Bond Estimates
Construction Inspection Fee - Sanitary Sewer	3% of Bond Estimates
PARCEL MAPS	
Final Parcel Map Filing Fee (per map)	\$182
Final Parcel Map Plan Checking Fee	Time - \$2,500 minimum deposit
Construction Plan Checking Fee	Time - \$2,500 minimum deposit
Construction Inspection Fee - Public Improvements	9% of Bond Estimates
Construction Inspection Fee - Private Improvements	9% of Bond Estimates
Construction Inspection Fee - Sanitary Sewer	3% of Bond Estimates
MAJOR GRADING	
Grading Permit Filing Fee (per permit)	\$275
Grading Permit Plan Check	Time - \$2,500 minimum deposit
Grading Inspection	Time - \$2,500 minimum deposit
MINOR CONSTRUCTION ACTIVITY PERMITS (INCLUDING ENCROACHMENT)	
Projects that do not disturb the ground (i.e. interior remodels, roof replacement, etc.) (per permit + time - \$500 minimum deposit)	\$166
Room additions (including other projects that disturb the ground) (per permit + time - \$2,400 minimum deposit)	\$166
Minor concrete repairs or replacement (i.e. sidewalks, curb & gutter) (per permit + time - \$1,000 minimum deposit)	\$307

CITY OF CLAYTON- BOOK OF FEES		
ATTACHMENT 3		
	DESCRIPTION OF FEES	FEES/DEPOSIT
	New driveway construction or replacement (Work may require the granting of additional street right of way requiring the preparation of grant deed and recordation. See Deed Restriction/Covenant Agreement Preparation fee above and Document Recording fee in Administrative Fees section.) (per permit + time - \$2,400 minimum deposit). The fees is based on 2.25 hours of services being provided. The City will charge actual costs for any time outside the base time allocated in this fee item.	\$302
	Pool installation or total removal of existing pool (requires inspection and testing by applicant's third party soils engineer) (per permit + time - \$2,400 minimum deposit) The fees is based on 2.25 hours of services being provided. The City will charge actual costs for any time outside the base time allocated in this fee item.	\$307
	Partial removal of existing pool (Work requires a grading permit and the preparation and recording of a restricted use covenant. See Deed Restriction/Covenant Agreement Preparation fee above and Document Recording fee in Administrative Fees section.) (per permit + time - \$2,400 minimum deposit) The fees is based on 2.25 hours of services being provided. The City will charge actual costs for any time outside the base time allocated in this fee item.	\$307
	Wireless Installation Encroachment Permit	Time - \$2,500 minimum deposit
	Transportation Permit Fee (single trip)- State of California Fixed Fee	\$16
New	Transportation Permit Fee (annual) State of California Fixed Fee	\$90
MAJOR CONSTRUCTION ACTIVITY PERMITS		
	Major Construction Activity Permit (per permit)	\$104
	Major Plan Check	Time- \$2,500 minimum deposit

CITY OF CLAYTON- BOOK OF FEES		
ATTACHMENT 3		
	DESCRIPTION OF FEES	FEES/DEPOSIT
	Major Inspection	Time- \$2,500 minimum deposit
	Cash Bond Major Encroachments (may be surety if more than \$10,000)	
	Cash Bond Major Encroachments (may be surety if more than \$10,000)- Administrative Fee	\$124.00 plus Actual Costs
	POST CONSTRUCTION STORMWATER COMPLIANCE	
	Post construction Annual Verification Inspection - Individual Single Family Lot Non-HOA (per lot)	\$304
	Post construction Annual Verification Inspection - Single Family HOA (per HOA - first 10 lots)	\$394
	Post construction Annual Verification Inspection - Single Family HOA (per HOA - additional lots >10)	\$90
	Post construction Annual Verification Inspection - Commercial (per acre - min. 1 acre)	\$394
	Documentation Compliance Review Fee - Individual Single Family (per lot)	\$394
	DOCUMENTATION COMPLIANCE REVIEW FEES- HOA (PER HOA)	
	- First 10 lots	\$394
	- Each additional lot after 10th	\$90
	Documentation Compliance Review Fee - Commercial (per acre - min. 1 acre)	\$394
	Annual State Reporting preparation/filing Fee - Individual Single Family Lot (per lot)	\$124
	Annual State Reporting preparation/filing Fee - Single Family HOA (per HOA)	\$205
	Annual State Reporting preparation/filing Fee - Commercial (per acre - min. 1 acre)	\$205
	SPECIAL SERVICE FEES	
New	Inspection Outside Normal Business Hours: 1.5 times rate of Inspector	Actual Costs
New	Permit Research Letter: Building Official 1/2 hour time	Actual Costs
New	Issuance of Temporary Certificate of Occupancy, first extension of 30 days	\$350
New	Issuance of Duplicate Certificate of Occupancy	\$50