

CITY OF CLAYTON- BOOK OF FEES	
PLANNING AND DEVELOPMENT FEES	
As of July 1, 2025	
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
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	
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	
County Recorder Fees https://www.contracostavote.gov/recorder/recording-fees/recorder-fee-schedule/	Actual cost
Staff Time based on the Citywide Fee Reimbursement Schedule	Actual cost
Mileage Costs (To and From) per IRS rate established (https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2024-mileage-rate-increases-to-67-cents-a-mile-up-1-point-5-cents-from-2023)	2024 IRS Rate: 67 cents per mile
PERMITS	
Home Occupation Permit - Administrative Review	\$247
Home Occupation Permit - Planning Commission Review	Actual Cost - \$750 minimum deposit
Use Permit - Fences Administrative Review	\$305
Use Permit - Residential - Planning Commission Review	Actual Cost - \$1,000 minimum deposit
Use Permit - Non- Residential - Planning Commission Review	Actual Costs - \$2,000 minimum deposit
Temporary Use Permit - Administrative Review	\$686
Temporary Use Permit - Planning Commission Review	Actual Cost- \$1,000 minimum deposit
Sign Permit - Administrative Review	\$94
Sign Permit - Planning Commission Review	Actual Cost- \$1,000 minimum deposit
Temporary Storage Permit	\$94
Accessory Dwelling Unit (ADU) Permit - Administrative Review	\$387
Tree Removal Permit - Administrative Review Without Notice (Minimum)	\$47
Tree Removal Non-Compliance Penalty (Admin Review Without Notice)	\$141
Tree Removal Permit - Administrative Review with Notice (per tree - minimum applies see below)	\$141
Tree Removal Non-Compliance Penalty (Notice Required)	\$269
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)	\$872
Building Moving Permit	Actual Cost - \$1,000 minimum deposit
Noise Permit - Administrative Review	\$398
Reasonable Accommodations Permit - Administrative Review	\$351
Reasonable Accommodations Permit - Planning Commission Review	Actual Cost- \$600 minimum deposit
Outdoor Seating Permit (CMC §17.24.020 - H/Standard Policy No 3)	\$117
MISCELLANEOUS	
Variance - Residential	Actual Cost - \$1,000 minimum deposit

Variance - Non Residential	Actual Cost - \$2,000 minimum deposit
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
Community Facility District or Other Assessment District formation fees	Actual Cost- \$8,000 minimum deposit
Appeal - Administrative Decisions	\$94
Appeal-Administrative Code Enforcement Citation	Actual Cost- \$1,800 minimum deposit
Appeal - Planning Commission Decisions - Residential	\$390
Appeal - Planning Commission Decisions - Non Residential	\$782
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
Pre Application Consultation Deposit	Time - \$1,000 minimum deposit
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	\$211
Permit processing Fee - Commercial & Multifamily	\$433
Mgmt. Plan Deposit - Single Family (Minor Projects Including: re-roof, additions, remodeling, tenant improvements, etc.)	\$1,000 plus \$1.06/sq. ft. overs 2,000 sq. ft.
Mgmt. Plan Deposit - Single Family (New Construction) per unit	\$2,000 plus \$1.06/sq. ft. overs 2,000 sq. ft.

Mgmt. Plan Deposit - Commercial & Multifamily (New Construction)	\$2,000 plus \$1.06/sq. ft. overs 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.)	\$584
SUBDIVISION	
Final Map Filing Fee (per map)	\$950
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
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)	\$189
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)	\$286
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)	\$173
Room additions (including other projects that disturb the ground) (per permit + time - \$2,400 minimum deposit)	\$173
Minor concrete repairs or replacement (i.e. sidewalks, curb & gutter) (per permit + time - \$1,000 minimum deposit)	\$319

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.		\$314
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.		\$319
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.		\$319
Wireless Installation Encroachment Permit	Time- \$2,500 minimum deposit	
Transportation Permit Fee (single trip)- State of California Fixed Fee		\$16
Transportation Permit Fee (annual) State of California Fixed Fee		\$90
MAJOR CONSTRUCTION ACTIVITY PERMITS		
Major Construction Activity Permit (per permit)		\$108
Major Plan Check	Time- \$2,500 minimum 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	\$131.00 plus Actual Costs	
POST CONSTRUCTION STORMWATER COMPLIANCE		
Post construction Annual Verification Inspection - Individual Single Family Lot Non-HOA (per lot)		\$316
Post construction Annual Verification Inspection - Single Family HOA (per HOA - first 10 lots)		\$409
Post construction Annual Verification Inspection - Single Family HOA (per HOA - additional lots >10)		\$94

Post construction Annual Verification Inspection - Commercial (per acre - min. 1 acre)	\$409
Documentation Compliance Review Fee - Individual Single Family (per lot)	\$409
DOCUMENTATION COMPLIANCE REVIEW FEES- HOA (PER HOA)	
- First 10 lots	\$409
- Each additional lot after 10th	\$94
Documentation Compliance Review Fee - Commercial (per acre - min. 1 acre)	\$409
Annual State Reporting preparation/filing Fee - Individual Single Family Lot (per lot)	\$129
Annual State Reporting preparation/filing Fee - Single Family HOA (per HOA)	\$213
Annual State Reporting preparation/filing Fee - Commercial (per acre - min. 1 acre)	\$213
SPECIAL SERVICE FEES	
Inspection Outside Normal Business Hours: 1.5 times rate of Inspector	Actual Costs
Permit Research Letter: Building Official 1/2 hour time	Actual Costs
Issuance of Temporary Certificate of Occupancy, first extension of 30 days	\$364
Issuance of Duplicate Certificate of Occupancy	\$52
Reinspection when work for which inspection has been called and is not ready: Building Official approved hourly rate. Minimum 1 hour	\$142
Contract services: The City hires a number of consultant to support the City's Community Development functions. Some of the contract services are the City Engineer and Legal support. The City will pass-through the costs of any consultant that is hired to support any of the Community Development functions with the actual costs plus the administrative overhead of 15% to support the management and oversight of the contractors.	Actual Costs + Administrative Service Fee of 15%
PUBLIC WORKS SERVICE FEES	
Labor Rates - Actual Reimbursement Rate as published in the Citywide Reimbursement Schedule	Actual Costs
Equipment Rates: 2 hour minimum, unless noted otherwise. Rates established per the California Department of Transportation. https://dot.ca.gov/programs/construction	Actual Costs
OTHER FEE UPDATES	
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POLICE SERVICE FEES	
Residential Alarm System Registration Fee (per residential unit)	\$40.00
Commercial Alarm System Registration Fee (per commercial occupancy)	\$81.00
Vehicle Release (per vehicle - cash, credit, debit only)	\$202.00
Police Reports (per report)	\$39.00
VIN Verification (per vehicle)	\$54.00
Clearance Letters (Notary fee extra. See Administrative Fees section) (per letter)	\$40.00

Police Enforcement on Party Ordinance (CMC §6.19.040)	Time - Maximum \$500
Police Enforcement of DUI Involving Accident (CA Vehicle Code §53150-53158)	Time - Maximum \$12,000
City Alcohol Beverage Permit	\$76.00
False Alarm Fee (Fixed per City Ordinance 9.18.060(a)(b))	\$50.00
Tobacco Sales Permit (City Ordinance 8.16.130)	\$112.00
Tobacco Sales Permit Fee Renewal (City Ordinance 8.16.130)	\$54.00
Taxicab Permit Fee (City Ordinance 5.36.050) (per taxicab)	\$378.00
Taxicab Permit Fee - Renewal (City Ordinance 5.36.190) (per taxicab)	\$141.00
Subpoena Duces Tecum (Per CA Evidence Code 1563)	\$24/hr, \$6/qtr hr.
Repossession Filing Fee (Fixed per CA Gov Code Sec 41612)	\$15.00
Witness Fees per California Gov. Code §68096.1 if City Employee subpoenaed (per employee subpoena per day + IRS reimbursement min. rate per CA Gov. Code)	\$275.00
Firearms Seizure and Processing Fee (per violation)	\$157.00
RV Public parking Permit Fee - Bona fide guest of Clayton Resident (per permit)	\$40.00
RV Public Parking Permit Fee - Clayton Resident	No charge
Solicitation Permit (Not including live scan. Applicant pays for Live scan directly to Live scan entity) (per permit)	\$103.00
Citation Sign off for correctable offenses - Non Resident (per citation)	\$34
Citation Sign off for correctable offenses - Resident	No charge
Late Fee- Parking Violations (per citation)	\$54
OTHER FEE UPDATES	
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FACILITIES AND PARKS RENTAL	
Library Meeting Room - Hoyer Hall	
Non-profit (Non-Clayton Based) (per hour)	\$76.00
Non-profit (Clayton Based) (per hour)	\$41.00
Resident (per hour)	\$93.00
Non resident or Commercial (per hour)	\$117.00
Deposit (for all) - clean up/damage - refundable (per rental)	\$312.00
Reservation rental time change (same date) (less than 7 calendar days prior to use date)	\$64.00

Reservation rental date change (less than 7 calendar days prior to use date)	\$84.00
Rental Cancellation Fee (30 or more days prior to event)	\$41.00
	50% refund and \$45 processing fee
Rental Cancellation Fee (15-29 days prior to event)	
Rental Cancellation Fee (14 days or less)	No refund
Endeavor Hall Meeting Room	
Non-profits (Non-Clayton-based Weekdays) (per hour Sun 5pm - Fri 5pm)	\$79.00
Non-profits (Clayton-based Weekdays) (per hour Sun 5pm - Fri 5pm)	
Gross annual revenue ≤ \$10,000 (up to 3 days/year)	
Gross annual revenue > \$10,000 or Gross annual revenue ≤ \$10,000 (more than 3 days per year)	\$17.00
Clayton-based non-profit only (maximum daily weekday rental)	\$198.00
Non-profits (Non-Clayton-based Weekends) (per hour Fri 5pm - Sun 5pm)	\$296.00
Non-profits (Clayton-based Weekends) (per hour Fri 5pm - Sun 5pm)	
Gross annual revenue ≤ \$10,000 (up to 3 days/year)	
Gross annual revenue > \$10,000 or Gross annual revenue ≤ \$10,000 (more than 3 days per year)	\$60.00
Resident - Weekdays (per hour Sun 5pm - Fri 5pm)	\$198.00
Non-resident or Commercial - Weekdays (per hour Sun 5pm - Fri 5pm)	\$238.00
Resident - Weekends (per hour Fri 5pm - Sun 5pm)	\$296.00
Non-resident or Commercial - Weekends (per hour Fri 5pm - Sun 5pm)	\$358.00
Deposit (all) - no alcohol (clean up/damage per reservation)	\$519.00
Deposit (all) - with alcohol (clean up/damage per reservation)	\$1,038.00
Reservation rental time change (same date) (less than 30 days prior to the event)	\$68.00
Reservation rental date change (less than 90 days prior to event)	\$89.00
Rental Cancellation Fee (181 or more days prior to event)	95% reservation fees refund and \$45 processing fee
Rental Cancellation Fee (91 - 180 days prior to event)	75% reservation fees refund and \$45 processing fee

Rental Cancellation Fee (61 - 90 days prior to event)	50% reservation fees refund and \$45 processing fee
Rental Cancellation Fee (31 - 60 days prior to event)	25% reservation fees refund and \$45 processing fee
Rental Cancellation Fee (30 days or less prior to event)	No refund
City Hall Courtyard	
Non-profit (Clayton-based or non-Clayton-based non profits) (per hour)	\$115.00
Resident (per hour)	\$140.00
Non-resident or Commercial (per hour)	\$175.00
Deposit (clean up/damage per reservation)	\$156.00
Reservation rental time change (same date) (less than 7 calendar days prior to use date)	\$96.00
Reservation rental date change (less than 7 calendar days prior to use date)	\$125.00
Rental Cancellation Fee (30 or more days prior to event)	\$61.00
	50% refund and \$45 processing fee
Rental Cancellation Fee (15-29 days prior to event)	
Rental Cancellation Fee (14 days or less)	No refund
OTHER FEE UPDATES	
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FACILITIES AND PARKS RENTAL	
PICNIC AREA	
Deposit (all) - no alcohol (clean up/damage per reservation)	\$519
Deposit (all) - with alcohol (clean up/damage per reservation)	\$1,038
Extra Trash Pick Up and Maintenance Fee	Actual Costs
Picnic Area #2 - Resident (flat fee for 4 hours block)	\$140
Picnic Area #2 - Non Resident or Commercial (flat fee for 4 hour block)	\$197
Picnic Area #3 - Resident (flat fee for 4 hours block)	\$140
Picnic Area #3 - Non Resident or Commercial (flat fee for 4 hour block)	\$197
Picnic Area #4 - Resident (flat fee for 4 hour block)	\$140
Picnic Area #4 - Non Resident or Commercial (flat fee for 4 hour block)	\$197
- 1st 2 tables - flat fee for 4 hours block (per table)	\$70
- Each additional table - flat fee for 4 hour block (per table)	\$36
Picnic Area #6 Resident (Large Group Area) (per day)	\$591

Picnic Area #6 Resident (Large Group Area) (flat fee for 4 hours block)	\$209
Picnic Area #6 Non Resident or Commercial (Large Group Area) (per day)	\$709
Picnic Area #6 Non Resident or Commercial (Large Group Area) (flat fee for 4 hours block)	\$252
Picnic Area #5 & #6 Combined - Resident (per day)	\$660
Picnic Area #5 & #6 Combined - Resident (flat fee for 4 hours block)	\$209
Picnic Area #5 & #6 Combined - Non Resident or Commercial (per day)	\$933
Picnic Area #5 & #6 Combined - Non Resident or Commercial (flat fee for 4 hours block)	\$303
Picnic Area #7 - Resident (flat fee for 4 hour block)	\$279
Picnic Area #7 - Non Resident or Commercial (flat fee for 4 hour block)	\$335
Reservation rental time change (same date) (less than 7 calendar days prior to use date)	\$239
Reservation rental date change (less than 7 calendar days prior to use date)	\$186
Rental Cancellation Fee (30 or more days prior to event)	\$151
	50% refund and \$45 processing fee
Rental Cancellation Fee (15-29 days prior to event)	
Rental Cancellation Fee (14 days or less)	No refund
Rain out	Reschedule to alt.
Sports Fees	
Adult Sports Field Rental (per hour per field)	\$52
Youth Sports Field Rental (per hour per field)	\$30
Field Rental Change of Time, Same Date (less than 7 calendar days prior to use date)	\$60
Field Rental Change of Date (less than 7 calendar days prior to use date)	\$78
Field Rental Cancellation	No refund less than 14 days prior to use
Rain out	Reschedule to alt. date at no additional cost (no refund)
Grove Park and Related Facilities	
Entire Facility Security Deposits	\$1,800
Entire Facility Security Deposits	Events closing street (i.e.: either Main or Center etc.) \$2,000
Gazebo only Rental Security Deposit	\$282
Amplified Sound Equipment Use Fee (Noise Permit also required) (per hour) - damage/security deposit if using City sound equip	\$1,038
Amplified Sound Equipment Use Fee (Noise Permit also required) (per hour)	\$44
City provided Sound Equipment Tech if needed for use of City equip	Actual Costs
Reservation rental time change (same date) (less than 7 calendar days prior to use date)	\$69
Reservation rental date change (less than 7 calendar days prior to use date)	\$91
Rental Cancellation Fee (30 or more days prior to event)	\$44

	50% refund and \$45 processing fee
Rental Cancellation Fee (15-29 days prior to event)	
Rental Cancellation Fee (14 days or less)	No refund
Rain out	Reschedule to alt. date at no additional cost (no refund)
ENTIRE GROVE PARK FACILITY	
Rental Entire Facility - Resident -- Weekends (per hour)	\$314
Rental Entire Facility - Resident -- Weekends (per day)	\$2,058
Rental Entire Facility - Non-profit (verification req'd) -- Weekends (per hour)	\$314
Rental Entire Facility - Non-profit (verification req'd) -- Weekends (per day)	\$2,058
Rental Entire Facility - Non-resident or Commercial - Weekends (per hour)	\$377
Rental Entire Facility - Non-resident or Commercial Weekends (per day)	\$2,470
Rental Entire Facility - Resident -- Weekdays (per hour)	\$209
Rental Entire Facility - Resident -- Weekdays (per day)	\$1,372
Rental Entire Facility - Non-profit (verification req'd) -- Weekdays (per hour)	\$209
Rental Entire Facility - Non-profit (verification req'd) -- Weekdays (per day)	\$1,372
Rental Entire Facility - Non-resident or Commercial	\$252
Rental Entire Facility - Non-resident or Commercial -- Weekdays (per day)	\$1,647
GAZEBO ONLY	
Rental Gazebo only -Resident - Weekends (per hour)	\$193
Rental Gazebo only -Resident - Weekends (per day)	\$807
Rental Gazebo only -Non-profit (verification req'd) - Weekends (per hour)	\$193
Rental Gazebo only -Non-profit (verification req'd) - Weekends (per day)	\$807
Rental Gazebo only - Non-resident or Commercial Weekends (per hour)	\$231
Rental Gazebo only - Non-resident or Commercial - Weekends (per day)	\$968
Rental Gazebo only -Resident - Weekdays (per hour)	\$128
Rental Gazebo only -Resident - Weekdays (per day)	\$538
Rental Gazebo only -Non-profit (verification req'd) - Weekdays (per hour)	\$128
Rental Gazebo only -Non-profit (verification req'd) - Weekdays (per day)	\$538
Rental Gazebo only - Non-resident Weekdays (per hour)	\$153
Rental Gazebo only - Non-resident or Commercial- Weekdays (per day)	\$646
GROUP PICNIC AREA (NEAR TOT LOT)	
Group Picnic Area - Resident - Weekends(flat fee for 4 hour block)	\$149
Group Picnic Area - Resident - Weekends (per day)	\$516
Group Picnic Area - Non-profit (verification req'd) - Weekends (flat fee for 4 hours block)	\$149
Group Picnic Area - Non-profit (verification req'd) - Weekends (per day)	\$516

Group Picnic Area - Non-resident or Commercial - Weekends (flat fee for 4 hours block)	\$179
Group Picnic Area - Non-resident or Commercial - Weekends (per day)	\$620
Group Picnic Area - Resident - Weekdays (flat fee for 4 hours block)	\$99
Group Picnic Area - Resident - Weekdays (per day)	\$344
Group Picnic Area - Non-profit (verification req'd) - Weekdays (flat fee for 4 hours block)	\$99
Group Picnic Area - Non-profit (verification req'd) - Weekdays (per day)	\$344
Group Picnic Area - Non-resident or Commercial - Weekdays(flat fee for 4 hours block)	\$99
Group Picnic Area - Non-profit (verification req'd) - Weekdays (per day)	\$344
Group Picnic Area - Non-resident or Commercial - Weekdays (flat fee for 4 hours block)	\$119
Group Picnic Area - Non-resident or Commercial - Weekdays (per day)	\$413
PLAZA PICNIC AREA (PER TABLE)	
Plaza Picnic Area - Resident - Weekends (flat fee for 4 hours block)	\$149
Plaza Picnic Area - Resident - Weekends (per day)	\$516
Plaza Picnic Area - Non-profit (verification req'd) - Weekends(flat fee for 4 hours block)	\$149
Plaza Picnic Area - Non-profit (verification req'd) - Weekends (per day)	\$516
Plaza Picnic Area - Non-resident or Commercial - Weekends (flat fee for 4 hours block)	\$179
Plaza Picnic Area - Non-resident - or Commercial - Weekends (per day)	\$620
Plaza Picnic Area - Resident - Weekdays (flat fee for 4 hours block)	\$99
Plaza Picnic Area - Resident - Weekdays (per day)	\$344
Plaza Area - Non Profit (verification req'd) - Weekdays (flat fee for 4 hours block)	\$99
Plaza Picnic Area - Non-profit (verification req'd) - Weekdays (per day)	\$344
Plaza Picnic Area - Non-resident or Commercial - Weekdays (flat fee for 4 hours block)	\$119
Plaza Picnic Area - Non-resident or Commercial - Weekdays (per day)	\$413
Fountain operation with geysers (per 48 hour block)	\$533
Special Event Liability Insurance Administrative Fee (per certificate)	\$59
OTHER SPECIAL SERVICES	
Trash Disposal Fee (if needed)	\$208
Facility Attendant Fee : Maintenance Worker I or II and Other City Staff	Actual Costs
OTHER FEE UPDATES	
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ADMINISTRATIVE FEES	
Document Copying (10 pages or less)	Eliminate
Document Copying- Charges of less than \$1.00 will be waived	
Document Copying (per page > 10 pages)	Eliminate
8½"x11" and 8½"x14" per page 11"x17" per page	\$0.22

C size drawing (18"X24")	\$0.27
D size drawing (24"X36")	\$2.21
E size drawing (36"X48")	\$4.42
Any size not listed – per square foot of paper or any fraction thereof	\$8.84
Document Recording [with County Clerk Recorders Office] (Actual recording fee costs plus staff time & mileage) (per document)	
Country Recorder Fees https://www.contracostavote.gov/recorder/recording-fees/recorder-fee-schedule/	Actual costs
Staff Time based on the Citywide Fee Reimbursement Schedule	Actual costs
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)	2024 IRS Rate: 67 cents per mile
Trail Maps (Fixed - per map)	\$2.00
Video/Audio Recording(s) of City Council or Planning Commission Meetings (placed on CD, DVD, flash drive, etc. as applicable)	Actual Costs
Printed documents (i.e. general plan, budget, zoning ord., etc.)	Actual Costs
Video Recordings of Meetings	Actual Costs
FPPC Document Copying (per page - State law) (per page)	\$0.11
Notary Public Fee (per document - State law) (per document)	\$16.00
Business License Initial Registration Fee - New Business	\$74.00
Duplicate Business License Fee (CMC §5.04.790)	\$14.00
First Returned Check Service Charge - Fixed	
Returned Check Service Charge - Actual Cost from the City's Financial Institution	\$37
Administrative Fee (Staff) - Charge to returned checks to collect payment again	\$30
Subsequent Returned Check Service Charge - Fixed	Eliminate
Late Payment Charges for Administrative Fines of original fine for every 30 days or portion thereof. The Late Payment Charge shall not exceed 100 percent (100%) of the original fine.	10%
Release of Claim of Lien (in addition to fee imposed by the County)	County Recorder Fees plus \$30 City Fees
ADMINISTRATIVE FEES	
Credit Card Convenience Fees: The credit card convenience fee shall be 3% of the transaction amount. This fee shall be applied to all credit card transactions and fee schedules where credit cards may be used except payment of utility charges or Parks and Recreation activity fees. There is no fee to pay by e-check or debit card	3%
Administrative penalty for City issued permits after the fact (encroachment permit; tree removal permit, etc.)	Double the original permit fee
Code Enforcement non-compliance re-inspection after the first inspection (in addition to any citation fines) (per inspection)	\$ 22.00
OTHER FEE UPDATES	
Annual Fee Update: The City will update these costs annually based on the annual Consumer Price Index (CPI) Change for "All Items". April to April Year. San Francisco Bay Area Average CPI. Base Year April 2023 CPI was 4.2%. Fees that are set by regulatory agencies and are not in the City's fee program will not be adjusted with the CPI.	Annual Escalator
SPECIAL EVENT FEES	

Preapplication Meeting with the City Staff	Required
Special Event Permit/Application Process (non refundable) - events closing streets (Main or Center etc.) + other permit fees:TUP/NP	\$373
Special Event Permit Fees	\$150
Small events- (0-99 participants) Cul-De-Sac Block Parties	
Application Fees (non-refundable)	\$44
Small events permit fees - (0-99 participants)	\$260
Special Event Fees	
Application Fees (non-refundable)	\$44
Special Event Notification (included in the Application Fees)	Included above
City Staff Reimbursement Fees- Based on the Citywide Reimbursement Fee Schedule	Actual Costs
Minimum Deposit (Required)	\$1,000
Special Event Fees per day and paid in advance	
Event (100-499 participants) -	\$727
Event (500-999 participants) -	\$1,350
Event (1000-2499 participants) -	\$3,633
Event (3000-4999 participants) -	\$6,228
Event (5,000 + participants)	\$10,380
Extra Trash Fee	Actual Costs
Special Event Fees per day and paid in advance - Clayton Based Nonprofit	
Event (100-499 participants) -	509
Event (500-999 participants) -	945
Event (1000-2499 participants) -	2,544
Event (3000-4999 participants) -	4,360
Event (5,000 + participants)	7,266
Extra Trash Fee	Actual Costs
Special Event Fees per day and paid in advance - Non Clayton Based Nonprofit	
Event (100-499 participants) -	618
Event (500-999 participants) -	1,147
Event (1000-2499 participants) -	3,089
Event (3000-4999 participants) -	5,294
Event (5,000 + participants)	8,823
SPECIAL EVENT FEES	
Extra Trash Fee	Actual Costs
OTHER FEE UPDATES	
Annual Fee Update: The City will update these costs annually based on the annual Consumer Price Index (CPI) Change for "All Items". April to April Year. San Francisco Bay Area Average CPI. Base Year April 2023 CPI was 4.2%. Fees that are set by regulatory agencies and are not in the City's fee program will not be adjusted with the CPI.	Annual Escalator