



**Master Fee Schedule**

*Effective July 8, 2020*

# City of Campbell

## MASTER FEE SCHEDULE

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# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>CEQA / Environmental Review</b>			
1 Environmental Determination	\$229		
2 Negative Declaration	\$8,143		
3 Mitigated Negative Declaration	\$13,029		
4 EIR Review	Pass-through + 20% Admin Fee		
<b>Condition Monitoring</b>			
5 Condition Monitoring Fee (Major Projects)	T&M; \$4,000 Deposit		
<b>Consultant Report Review</b>			
6 Consultant Report Review	Pass-through + 20% Admin Fee		
<b>Density Bonus Application</b>			
7 Below Market Rate Project (no density bonus)	\$4,072		
8 Below Market Rate Project (with density bonus)	\$4,886		
<b>Development Agreement</b>			
9 Development Agreement	T&M; \$8,000 Deposit		
10 Amendment to Development Agreement	T&M; \$5,000 Deposit		
<b>Eligible Facility Request</b>			
11 Eligible Facility Request Permit Filing Fee	\$1,425		
<b>Extension of Time</b>			
12 Extension - Administrative	\$1,018		[a]
13 Extension - Planning Commission / City Council	\$3,257		[a]
<b>Fence Exception</b>			
14 Fence Exception - Rear/Interior Side Yard	\$529		
15 Fence Exception - Front Yard and Street Side	\$794		

# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>General Plan / Zoning Map Amendment</b>			
16 General Plan Amendment - Authorization to Proceed	\$3,257		[b]
17 General Plan Map Amendment	\$13,029		
18 Zoning Code Text Amendment	\$15,268		
19 Zone Map Change	\$9,772		
20 General Plan Policy Amendment	\$15,268		
<b>Historic Preservation</b>			
21 Mills Act Application	\$1,527		
22 Tier 1 - Historic Preservation Board Application [Admin, PC, CC]	\$1,018		
23 Tier 2 - Historic Preservation Board Application [Significant Change]	\$1,629		
24 Designation Recision	\$2,443		
<b>Mailing Noticing</b>			
25 Mailing / Noticing	\$265		
<b>Map</b>			
26 Tentative Parcel Map			
a) Tentative Parcel Map	\$7,329		
b) Tentative Parcel Map Modification	\$4,886		
27 Tentative Subdivision Map			
a) Tentative Subdivision Map	\$9,772		
b) Tentative Subdivision Map Modification	\$4,886		
<b>Outdoor Seating - Downtown</b>			
28 Outdoor Seating - No Alcohol	\$326		
29 Outdoor Seating - With Alcohol	\$570		
<b>Parking Modifications</b>			
30 Parking Modifications - Project Related	\$1,425		
31 Parking Modifications - Stand Alone	\$2,036		

# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>Planned Development Permit</b>			
32 Administrative			
a) Change of Use	\$2,367		
b) All Others	\$3,664		
33 City Council			
a) 0 - 1 Acre	\$12,215		
b) 1 - 5 Acres	\$16,286		
c) 5+ Acres	\$20,358		
34 Modification			
a) Change to Conditions of Approval	\$4,886		
b) Change in Design, Architecture, Etc.	\$6,922		
<b>Pre-Application Fee</b>			
35 Pre-Application - Voluntary / Staff Review	\$1,537		[c]
36 Pre-Application - Mandatory / PC Review	\$4,479		[c]
<b>Reasonable Accommodation</b>			
37 Reasonable Accommodation	\$3,054		
<b>Signs</b>			
38 Sign Permit			
a) Temporary Sign	\$76		
b) Administrative Sign Permit	\$463		
i) Each additional sign (same permit)	\$102		
c) Planning Commission Sign Permit	\$1,985		
i) Each additional sign (same permit)	\$407		
d) City Council Sign Permit	\$2,901		
i) Each additional sign (same permit)	\$407		
39 Master Sign Plan (MSP)			
a) Administrative MSP	\$1,985		
b) Planning Commission MSP	\$3,176		
c) City Council MSP	\$4,580		
<b>Site and Architecture Review</b>			
40 Residential			
a) Administrative	\$1,832		
b) Expedited	\$2,443		
c) Planning Commission			
i) Per House	\$3,257		
ii) Minor Modification to Side Yard Setback / FAR Increase	\$3,664		
d) Modification	\$1,720		

# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
41 Non-Residential			
a) 1 - 5,000 SF Building	\$6,514		
b) 5,001 - 10,000 SF Building	\$8,143		
c) Building Over 10,000 SF	\$9,772		
d) Modification	\$3,664		
<b>Tree Removal Permit</b>			
42 Tree Removal Permit - SFR			
a) Tree Removal Permit - SFR	\$0		
i) Each Additional Tree (Same Permit)	\$0		
43 Tree Removal Permit - Non-SFR			
a) Tree Removal Permit - Non-SFR	\$244		
i) Each Additional Tree (Same Permit)	\$76		
<b>Use Permit</b>			
44 Conditional Use Permit			
a) Single Use Determination	\$4,072		
i) Additional Determinations (each additional)	\$1,018	per determination	[d]
ii) with Site and Architectural Review required	see site and arch review fees		[d]
b) Modification	50% of current fee		
c) Wireless Communications Facility	\$6,107		

# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
45 Temporary Use Permit			
a) Non-Profit Organization with 501(c)(3) Federal Income Tax Status	\$489		
b) All Others	\$1,629		
46 Master Use Permit			
a) Zoning Clearance Fees			
i) Sign	\$407		
a) Each additional sign (same permit)	\$102		
ii) Special Event Closure	\$713		
iii) Outdoor Seating	\$713		
b) Application Fees			
i) Architectural Modification	\$4,886		
ii) Conditional Use Authorization	\$2,341		
<b>Variance / Exception</b>			
47 Variance - Residential	\$4,072		
48 Variance Modification - Residential	50% of current fee		
49 Variance - Non-Residential	\$4,072		
50 Variance Modification - Non-Residential	50% of current fee		
51 Winchester Master Plan Exception	\$4,072		
<b>Zoning Clearance</b>			
52 Business License			
a) Use & Occupancy: Non-Residential	\$66		
b) Home Occupation	\$66		

# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
53 Post Entitlement Plan Check			
a) Ministerial Projects	\$78		
b) Admin. Decision	\$305		
c) Single-Family Residential (public hearing)	\$382		
d) Mixed-Use	\$1,629		
e) Multi-Family Residential			
i) Up to 5 units	\$916		
ii) Up to 6-15 units	\$1,629		
iii) 16+ units	\$2,443		
f) Non-Residential			
i) 1 - 5,000 SF Building	\$916		
ii) 5,001 - 10,000 SF Building	\$1,629		
iii) Building Over 10,000 SF	\$2,443		
<b>Zoning Letters</b>			
54 Zoning Letter - Basic Property Information	\$407		
55 Zoning Letter - Basic Property Information with additional research required	\$814		
<b>Other Fees</b>			
56 Technology Enhancement Fee	2.00%	% of permit fee	
57 Appeals			
a) Appeal to Planning Commission	\$200		
b) Appeal to City Council	\$200		
58 Cash Deposit Preparation	\$204		
59 Deed Restriction Preparation	\$204		
60 Document Imaging / Reproduction of Microfiche			
a) Plan Sheet	\$2		
b) 8.5" x 11" or 11" x 17"	\$0.62		
61 Excess Plan Review	\$204	per hour	[e]
62 Hourly Rate for Planning Services			
a) Standard Hourly Rate	\$204	per hour	[f]
b) Overtime Rate	\$254	per hour	[f]

# City of Campbell

## PLANNING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
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Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Community Development Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

\*\* The City will pass-through to the applicant other agency fees applicable to the project (e.g. Dept. of Fish & Wildlife fees and County recording fees.)

[a] Or 50% of current application fee, whichever is less.

[b] 50% applies toward G.P. application.

[c] 50% applies toward formal application.

[d] Fee is additive to base fee for single use determination (i.e. single use determination fee, plus site and architecture fee)

[e] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections required.

[f] Hourly rate applies for deposit-based billings, code enforcement inspections, missed/excess Inspections, re-inspections

# City of Campbell

## LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b><u>Encroachment Permit / Improvement Permit Fees</u></b>			
<b>1 Utility/Fiber</b>			
a) Application Fee	\$574	per application	
b) Plan Check and Inspection Fee			
i) Minimum Fee	\$574	per project	[a]
ii) Conduits/Pipelines (per lineal foot of trench)			
a) Up to first 500 LF of trench	\$3.67	per LF	[a]
b) Portion Greater than 500 LF	\$1.84	per LF	[a]
iii) Manholes/Vaults/Utility Structures/Concrete Pads (Excluding Pull Boxes)	\$230	each	[a]
iv) Pole Set or Removal (permit required)	\$230	each	[a]
<b>2 Storage Container</b>			
a) Application Fee	\$182	per application	
b) Plan Check and Inspection Fee	\$0		
<b>3 Construction Dumpster</b>			
a) Application Fee	\$0	per application	
b) Plan Check and Inspection Fee	\$0		
<b>4 Street Tree Planting / Removal Permit</b>			
a) Application Fee	\$0	per application	
b) Faithful Performance Security (refundable)	\$500	per tree	[b]
c) Plan Check and Inspection Fee	\$0		
<b>5 Homeowner Occupied R-1</b>			
a) Application Fee	\$234	per application	[c]
b) Faithful Performance Security (refundable)	\$2,500		[b]
c) Plan Check and Inspection Fee	\$0	per permit	[c]

# City of Campbell

## LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>6 All Other (Including Public Improvements and Private Street Improvements)</b>			
a) Application Fee	\$574	per application	
b) Deposit and Faithful Performance Security (Refundable)			
i) Plan Check Deposit	2%; \$500 min.	% of Eng. cost est.	[d]
ii) Faithful Performance Security	100% of Eng. Est.	% of Eng. cost est.	[b]
iii) Labor and Materials Security	100% of Eng. Est.	% of Eng. cost est.	[b]
iv) Warranty Security	25% of Eng. Est.	% of Eng. cost est.	[e]
c) Plan Check and Inspection Fee			
i) Engineer's Estimate - for first \$250,000			
a) Minimum Fee	\$3,673		[f]
b) Percent of Engineer's Estimate	14%	% of Eng. cost est.	[f]
ii) Engineer's Estimate - for next \$250,000			
a) Base Fee	\$35,000		
b) plus, Percent of Engineer's Estimate > \$250,000	8%	% of Eng. cost est.	
iii) Engineer's Estimate - for amount exceeding \$500,000			
a) Base Fee	\$55,000		
b) plus, Percent of Engineer's Estimate > \$500,000	7%	% of Eng. cost est.	
<b><u>Agreement for Private Improvements in Public Right-of-Way</u></b>			
7 Agreement for Private Improvements in Public Right-of-Way	\$171	each	
<b><u>Traffic / Parking Related Fees</u></b>			
<b>8 Oversize Load Permit</b>			
a) One Day	\$16	per day	
b) Annual	\$90	per year	
9 Parking Permit Fee	\$35	each	
<b>10 Traffic Control Plan Review</b>			
a) Minor (Lane Closures)	\$230		
b) Major (Detours)	\$918		
11 No Parking Signs	\$1	per sign	
12 Traffic Signal Timing Information	\$230	per hour	
<b><u>Mapping Fees</u></b>			
<b>13 Final Map</b>			
a) Parcel Map (4 lots or less)	\$5,509		
b) Tract Map (5 or more lots)			
i) Base Fee	\$6,886		
ii) Plus, Per Lot Fee	\$115	per lot	
<b>14 Certificate of Compliance / Certificate of Correction</b>			
a) Certificate of Compliance	\$2,295		
b) Certificate of Correction	\$803		

# City of Campbell

## LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>15 Lot Line Adjustment / Parcel Merger</b>			
a) Lot Line Adjustment	\$3,443		
b) Parcel Merger	\$3,443		
<b>16 Monumentation Deposit</b>			
a) Monumentation Deposit (Refundable)	100% of Survey Cost	% of survey cost est.	[g]
	Est.		
<b>17 Vacation of Public Streets and Easements or Irrevocable Offers to Dedicate</b>			
a) Summary	\$3,673		
b) All Others	\$230	T&M, per hour	
<b>18 Street / Easement Dedications</b>			
a) Homeowner Occupied R-1	\$0		
b) All Others	\$1,148		
<b>19 Assessment Segregation or Reapportionment</b>			
a) Assessment Segregation or Reapportionment	pass-through + 20%		
	admin fee		

# City of Campbell

## LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b><u>Grading and Drainage Plan Review</u></b>			
<b>20 Grading and Drainage Plan Review</b>			
a) Site < 10,000 SF (gross site area)	\$1,377		
b) Site ≥ 10,000 SF and < .5 Acre (gross site area)	\$1,836		
c) Site ≥ .5 Acre (gross site area)			
i) First Acre	\$2,295		
ii) Each Additional Acre	\$459	per acre	
<b><u>NPDES / Stormwater Treatment Features Review and Inspection</u></b>			
<b>21 NPDES Review / Inspection Fee (C3 Requirements)</b>			
a) For Projects Not Required to Submit Numeric Sizing	\$459		
b) For Projects Required to Submit Numeric Sizing			
i) Impervious Area up to 1 Acre	\$1,377		[h]
ii) Impervious Area Over 1 Acre			
a) First Acre	\$1,836		[h]
b) Each Additional Acre	\$459		[h]
c) For Each Add'l Treatment Facility (First Two Included in Base Fee)	\$459	each	
d) Pervious Pavement / Concrete / Asphalt			
i) First 5,000 SF	\$2,295		
ii) Each Additional 2,500 SF	\$689		
e) For Projects Sent to Consultant Review		pass-through + 20% admin fee	
<b>22 Stormwater Treatment Features Operations &amp; Maintenance Inspection</b>	\$286		
<b><u>Engineering Maps, Plans, and Project Specifications</u></b>			
<b>23 Engineering Maps and Plans</b>			
a) Aerial Map/Plan/Plot (24" x 36")	\$36		
b) Map Research Fee	\$36		
<b>24 Project Plans and Specifications</b>			
a) General Conditions, Standard Provisions & Details (Per Book)	\$17	per book	
b) General Conditions, Standard Provisions & Details (Per Page)	\$1	per page	

# City of Campbell

## LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b><u>Other Applicable Fees</u></b>			
25 Technology Enhancement Fee	2.00%	% of permit fee	
26 Document Imaging / Reproduction of Microfiche			
a) Plan Sheet	\$2		
b) 8.5" x 11" or 11" x 17"	\$0.60		
27 Extension of Time	\$230	per extension	
28 Plan Revision	\$115	per revision	
29 Excess Plan Review	\$230	per hour	[i]
30 Hourly Rate for Services Not Identified in this Schedule, Other Inspection, Missed/Excess Inspections, Re-inspection Fee	\$230	per hour	[i]
31 Appeal			
a) Appeal to Parks and Recreation Commission (Tree-Related Appeals)	\$200	per appeal	
b) Appeal to City Council	\$200	per appeal	
32 Failure to Restore Public Improvements as Required	\$100	per day	
33 Commencing Work Without a Permit or Work Different than Authorized by Permit	2x fees	double fees	

# City of Campbell

## LAND DEVELOPMENT ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
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Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Public Works Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

\*\* Engineer's cost estimate shall be approved by the City Engineer and shall include all items of work. The construction cost shall be cumulative for each utility permit work related to a single project as determined by the City regardless of the number of permits issued.

\*\*\* The City will pass-through to the applicant other agency fees applicable to the project (e.g. County recording fees.)

[a] Fee shall be greater of minimum fee or fee calculated based on project specifications.

[b] Deposit to be refunded upon completion of work and acceptance by the City.

[c] Home owner occupied R-1 permits only apply for projects with engineer's cost estimate of < \$10,000.

[d] Deposit to be refunded upon payment of plan check and inspection fees.

[e] To be submitted upon completion of construction.

[f] Fee shall be greater of minimum fee or fee calculated based on engineer's cost estimate.

[g] Refundable upon installation and verification of all new monuments as shown on subdivision map.

[h] For up to two treatment facilities.

[i] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections required.

# City of Campbell

## BUILDING INSPECTION DIVISION FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
1 Address Change or Addition (per Address)	\$180		
2 Building Permit (Minimum Fee)	\$110		
3 Building Permit Fees (Valuations up to \$500,000)	2.00%	of valuation	
4 Building Permit Fees (Valuations greater than \$500,000)	1.66%	of valuation	
5 Sub Trade Permits (Base Fee)	\$110		
6 Sub Trade Permits (Plumb. Elect. Mech. / per permit)	\$43		
7 Sub Trades greater than 1,500 SF (per SF)	\$0.071	per SF	
8 Plan Check Fee	33%	% of bldg of permit fee	
9 Title 24 Plan Check Fee	20%	of plan check fee	
10 General Plan Maintenance Fee	8%	% of bldg of permit fee	
11 Technology Enhancement Fee	2%	% of bldg of permit fee	
12 Construction License Tax (per CMC 3.40)	\$0.50	per SF	
13 State Seismic Fee - Residential	\$0.00013	per \$ of valuation	[a]
14 State Seismic Fee - Commercial	\$0.00028	per \$ of valuation	[a]
15 SB 1473 Fee	\$1	per \$25K valuation	[b]
16 Imaging Fee - Plan Sheet	\$2		
17 Imaging Fee - 8.5" x 11" or 11" x 17"	\$0.60		
18 NPDES Inspection Fee	\$71		
19 Permit and Address Records Search (Copy Costs - Minimum)	\$25		
20 Demolition of Structure Permit Fee	\$291		
21 Added Plan Check Fee (Mid Job Plan Changes - One Hour Minimum)	\$180	per hour	
22 Excess Plan Review	\$180	per hour	[c]
23 Other Inspections (Hourly Rate - Two Hour Minimum)	\$180	per hour	
24 Missed/Excess Inspections, Re-inspection Fee (must be paid before inspection)	\$180	per hour	[c]
25 Work Without Permit Investigation Fee (Stop Work)	2x Permit Fee	double bldg permit fee	

# City of Campbell

## BUILDING INSPECTION DIVISION FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
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Notes:

\* If it is anticipated that the application processing costs of selected minor or major projects will be significantly less or more than the above fees, the Community Development Director may at his/her discretion collect a deposit for the estimated staff time costs to process the application based on hourly rates.

[a] Fee established by State.

[b] Fee established by State; \$1 minimum fee.

[c] Base fees assume up to three plan checks and initial inspection and one re-inspection. The City will bill hourly for additional plan review and inspections required.

# City of Campbell

## IN-LIEU/IMPACT/MITIGATION FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
1 Inclusionary Ordinance In-Lieu fee			
a) Owner Occupied Units	\$34.50	per SF	
b) Rental Units	\$21.50	per SF	
2 Park In-Lieu Fee - Unit Type:			
a) Single-family	\$24,480	per unit	
b) Multi-family	\$17,370	per unit	
c) Secondary / Accessory Dwelling Unit (750sf or Larger)	\$7,771	per unit	(a)
d) Junior Accessory Dwelling Unit	\$0	per unit	
3 Storm Drain Area Fees			
a) R-1 Land Use	\$2,120	per acre	
b) Multi-Family Residential Land Use	\$2,385	per acre	
c) All Other Land Use	\$2,650	per acre	
4 Roadway Maintenance Fee	0.32%	% of bldg permit valuation	

Notes:

[a] The fee for Accessory Dwelling Units will be calculated per State law but shall not exceed the amount shown.

# City of Campbell

## FIRE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b><u>Annual Inspection Permits</u></b>			
1 Aerosol Products (500 lbs. - Minimum)	\$311		
2 Assembly (50 - 300)	\$316		
3 Assembly (> 300)	\$496		
4 Candles/Open Flames in Assemblies	\$126		
5 Carnival/Fair	\$496		
6 Cryogenics	\$311		
7 Day Care - Commercial (Less than 50)	\$194		
8 Day Care - Commercial (Greater than 50)	\$292		
9 Dry Cleaning	\$311		
10 Dust Producing Operations	\$350		
11 High Piled Storage	\$389		
12 High Rise Building (Per Floor)	\$158		
13 Hot Work Operations e.g. Welding / Cutting	\$389		
14 Institutional (7 - 50 People)	\$467		
15 Institutional (Greater than 50 People)	\$622		
16 Liquid or Gas Fueled Vehicles in Assembly	\$194		
17 Lumber Yard	\$311		
18 Occupant Load Increase	\$126		
19 Ovens, Industrial Baking or Drying	\$311		
20 Repair Garage	\$389		
21 Residential Care Facilities (7 - 50 People)	\$438		
22 Residential Care Facilities (Greater than 50 People)	\$583		
23 Spray Painting or Dipping Operations	\$311		
24 Tent	\$311		
25 Woodworking Shop	\$389		

# City of Campbell

## FIRE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
26 Apartments/Hotels/Motels			
a) 3 - 16 units	\$146		
b) 17 - 32 units	\$243		
c) 33 or more units	\$340		
27 E Occupancies			
a) 1 - 250 Students	\$0		
b) 251 - 500 Students	\$0		
c) > 500 Students	\$0		
28 Day Care Inspection			
a) Residential (Child / Elderly / Community) Less Than 26 (per hour)	\$156	per hour	
b) Residential (Child / Elderly / Community) 26 & Over (per hour)	\$156	per hour	
29 Failure to Obtain/Maintain Required Permits	Double Fee of Required Permit		
<b><u>Hazardous Material Permits</u></b>			
1 Aboveground Facility Closure	\$233		[a]
2 Aboveground System Closure (Per System)	\$389		[a]
3 Aboveground System Installation (Per System)	\$583		[a]
4 Aboveground System Modification (Per System)	\$467		[a]
5 Haz Mat - Long Form	\$583		
6 Haz Mat - Long Form (Helium Gas Only - 6 Tanks or Less)	\$146		
7 Haz Mat - Short Form	\$292		
8 Underground Tank Annual Permit	\$729		
9 Underground System Closure (Per System)	\$729		
10 Underground System Installation (Per System)	\$1,944		
11 Underground System Modification (Per System)	\$486		
<b><u>Construction Permits - Plan Review, Permit and Inspection</u></b>			
1 Architectural Review (Greater of a or b)			
a) Minimum Fee	\$146		
b) Percent of Bldg Plan Review Fee	25%		

# City of Campbell

## FIRE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
2 Automatic Sprinklers			
a) Automatic Fire Sprinkler Systems New			
i) 1 - 49 Heads	\$389		
ii) 50 - 100 Heads	\$681		
iii) 101 - 200 Heads	\$972		
iv) Each Additional 100 Heads	\$194		
b) Automatic Fire Sprinkler Systems - Existing (No Calculations)			
i) 1 - 15 Heads (Over-the-Counter)	\$292		
ii) 16 - 49 Heads	\$389		
ii) 50 - 100 Heads	\$583		
iv) Each Additional 100 Heads	\$97		
c) Automatic Fire Sprinkler Systems - Existing (With Calculations)			
i) 1 - 49 Heads	\$583		
ii) 50 - 100 Heads	\$778		
iii) 101 - 200 Heads	\$972		
iv) Each Additional 100 Heads	\$194		
d) Residential 13D - Single Family	\$389		
3 Fire Alarm Systems			
a) Non-High Rise and Non R-2 Occupancies			
i) 1 - 20 Devices	\$583		
ii) 21 - 40 Devices	\$681		
iii) 41 - 100 Devices	\$972		
iv) 101 - 200 Devices	\$1,458		
v) Each Additional 50 Devices	\$292		

# City of Campbell

## FIRE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
b) With Pre-Wire Inspection Required (High Rise and R-2 Occupancies)			
i) 1 - 20 Devices	\$778		
ii) 21 - 40 Devices	\$1,167		
iii) 41 - 100 Devices	\$1,653		
iv) 101 - 200 Devices	\$2,139		
v) Each Additional 50 Devices	\$292		
c) 10% Re-Certification Fee	\$292		
4 Emergency Alarm System			
a) New System	\$778		
b) System Modification	\$389		
5 Fire Pump Installation	\$486		
6 Underground Fire Service Systems			
a) Fire Sprinkler System - No Hydrants	\$486		
b) Repairs	\$486		
7 On-Site Hydrant Systems - without automatic sprinklers			
a) Base Fee	\$632		
b) Plus, Fee Per Hydrant	\$60		
8 Special Systems (Leak Detection, Halon, CO2, Hood Standpipe)			
a) Hood	\$496		
b) Leak Detection, Halon, CO2, etc.	\$496		
9 Demolition			
a) Demolition of Building	\$194		
b) Demolition of Fire Protection System	\$292		
10 Roadways - Gates, Barriers, and Traffic Calming Devices	\$194		
<b><u>CEQA Review (per hour)</u></b>			
1 Negative Declaration Review (per hour)	\$156	per hour	
2 CEQA Review (per hour)	\$156	per hour	
3 E.I.R Review (per hour)	\$156	per hour	

# City of Campbell

## FIRE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
4 Planning Permit / Approval Review (per hour)	\$156	per hour	
5 Preliminary Plan Review (per hour)	\$156	per hour	
6 Subdivision Map Review (per hour)	\$156	per hour	
<b><u>Additional Inspection (courtesy, re-inspection, phasing) (per hour)</u></b>			
1 Inspection Outside of Regular Office Hours	\$233	per hour; 1-hr min.	
2 Additional Inspection (courtesy, re-inspection, phasing) (per hour)	\$156	per hour	[b]
3 Excess Plan Check (4th and subsequent) (per hour)	\$156	per hour; 1-hr min.	
4 Special Inspections	\$156	per hour; 1-hr min.	
5 Variance Application (Alternate Methods & Materials)	\$389		
6 Services Performed but not Otherwise Listed in this Fee Schedule (per hour)	\$156	per hour	
7 Microfiche Fees/ Digital Imaging			
a) Minimum Fee	\$2		
i) Plan Sheet (Cost Per Sheet)	\$1	per sheet	
ii) Source Page (Cost Per Page)	\$1	per page	
iii) Reproduction of Microfiche (Plan Sheet, Cost Per Sheet)	\$4	per sheet	
iv) Reproduction of Microfiche (Source Page)	\$1	per page	
<b><u>Operations</u></b>			
1 Records Search	\$76	per hour; 1-hr min.	
2 CPR Classes (Per Person)	\$36		
3 Non-Emergency Standby/After Hours Inspection	\$3,271		

Notes:

[a] Additional closure fees may be required based on the type and number of hazardous materials systems closed.

[b] Re-inspection fee applies after second re-inspection.

\* Fees are set by the City but administered by Santa Clara County Fire Department.

\* Fees apply to only those quantities of materials or operations that require permits in accordance with the Fire Code.

\* Excluding penalties, annual Fire Code Permit fees shall not exceed \$1,000 per business location.

\* Failure to submit and maintain the following correct and current Hazardous Materials Documents: HMIS (before bringing hazardous materials into City and thereafter), HMMP (within 30 days of notification and thereafter), HMMP (within 30 days of notification and thereafter), Closure Permit (30 Days Prior), CEQA Application (before bringing hazardous material into City), the fee will double as a result of non-compliance.

# City of Campbell

## POLICE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>Report / Recording / Records Fees</b>			
1 Police Report Fee			[a]
a) Up to ten pages	No charge	per report	[g]
b) Each Add'l page after first 10 pages	\$0.10	per page	
2 CAD Incident Report			[a]
a) Up to ten pages	No charge		
b) Each Add'l page after first 10 pages	\$0.10	per page	
3 Audio Recording Copy Fees			[a]
a) Discovery			
i) Actual Cost of Digital Media	Actual cost of digital media	each	
ii) Hourly Rate for Reproduction	\$24	per hour	
b) Dispatch			
i) Actual Cost of Digital Media	Actual cost of digital media	each	
ii) Hourly Rate for Reproduction	\$24	per hour	
4 Arrest Log Release	No Charge	per page	[a]
5 Research/Archiving	\$24	per hour	[b]
<b>Vehicle Release / Impound / Repossession Fees</b>			
6 Vehicle Release			
a) Storage / Impound	\$166		
b) 30 Day Impound	\$192		
7 Vehicle Repossession Fee	\$15		[c]
<b>Citation Sign-off Fees</b>			
8 Citation Sign-off			
a) Campbell Police Department Issued Citation	No charge		
b) Citation Issued by Other Agency (Non-Campbell PD)	\$15		

# City of Campbell

## POLICE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>DUI Response Cost Recovery</b>			
9 Driving Under the Influence - Cost Recovery (Hourly Rate)		per hour	
a) Community Service Officer (CSO)	\$60	per hour	
b) Police Officer	\$91	per hour	
c) Police Agent	\$97	per hour	
d) Police Sergeant	\$107	per hour	
<b>False Alarm Response</b>			
10 False Alarm Fee			
a) Up to three false alarms	\$0		
b) 4th Alarm	\$208		
c) 5th Alarm	\$208		
d) 6th Alarm	\$208		
e) 7th Alarm	\$260		
f) 8th Alarm	\$260		
g) 9th Alarm	\$260		
h) 10th Alarm	\$312		
i) 11th Alarm and Each Additional Alarm after 11	\$312		
<b>Permit / License Application Review</b>			
11 Arcade and Semiarcade Permits			
a) Arcade	\$775		
b) Semiarcade	\$644		
12 Block Party Permit	\$119		
13 Concealed Weapon Permit			
a) New	\$100	plus DOJ fees	[d]
b) Renewal	\$25	plus DOJ fees	[d]

# City of Campbell

## POLICE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
14 Firearms and Ammunition Sales Permit (Business)			
a) New	\$779		
b) Renewal	\$259		
15 Hypnotherapy	\$775		
16 Live Entertainment Permit	\$1,246		
17 Massage			
a) Massage Establishment (Owner Not State Certified)			
i) New	\$862		
ii) Renewal	\$312		
b) Massage Establishment (Owner State Certified)			
i) New	\$0		[e]
ii) Renewal	\$0		[e]
c) Massage Therapist / Trainee			
i) New (State Certified)	\$0		[e]
ii) Renewal (State Certified)	\$0		[e]
18 Medical Marijuana Delivery Registration			
a) New	\$2,170		
b) Renewal	\$1,085		
19 Occult Science Permit	\$775		
20 Pawnbrokers and Secondhand Dealers			
a) New	\$516		
b) Renewal	\$127		
21 Pool or Billiards Permit			
a) Two or More Tables	\$775		
b) One Table Only	\$59		

# City of Campbell

## POLICE FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
22 Sexually Oriented Business Permit			
a) New	\$1,246		
b) Renewal	\$775		
23 Taxicab Owner's License	\$964		
24 Tow Car Operator Permit / Tow Truck Driver Certificate			
a) Tow Car Operator Permit	\$2,526		
b) Tow Truck Driver Certificate			
i) New	\$50		[f]
ii) Renewal	\$12		[f]
25 Used Car Dealer - Retail Only	\$257		
<b>Other</b>			
26 Naturalization VISA Letter	\$34		
27 Security Services - Outside Work Assignments			
a) Reserve Officer	\$72	per hour; 2-hr min.	
b) Officer	\$146	per hour; 2-hr min.	
c) Sergeant	\$201	per hour; 2-hr min.	

**Notes:**

[a] Per Government Code 6253(b) and City Attorney.

[b] Maximum amount allowed per Evidence Code Section 1563(b)(1). Fees apply only to research/archiving pursuant to a subpoena.

[c] Maximum amount allowed per Government Code Section 41612.

[d] Maximum allowed per Penal Code Section 26190.

[e] Fee administered via State certification process.

[f] Maximum amount allowed per Vehicle Code Section 2431.

[g] No fee for victims of violent crime or domestic violence.

# City of Campbell

## PARKING CITATION FINES

Code	Description	FY 20/21 Fee	Charge Basis	Note
<b>CMC</b>				
1 10.24.015	Stored on Street Over 72 Hours	\$70		
2 10.24.040	No Parking or Stopping Signs/Permit Parking	\$40		
3 10.24.065a	Disobeyed Curb Markings (Red/White; Yellow/Green)	\$40		
4 10.24.095c	Limited Time Parking	\$40		
5 10.24.135	Commercial Truck 10PM to 6AM	\$70		
6 10.24.140	Parking Out of Marked Space	\$40		
7 10.24.160	Removal of Markings	\$70		
8 10.28.030a	Commercial Truck in Yard/Driveway	\$70		
9 10.28.030b	Commercial Truck Over Two Hours (6AM to 10PM)	\$70		
10 13.040.120	Parking After Hours City/County Parks	\$40		
<b>VC</b>				
11 22500a	Parking Within an Intersection	\$40		
12 22500e	Blocking Driveway	\$40		
13 22500f	Parking on Sidewalk	\$40		
14 22500.1	Fire Lane	\$40		
15 22502a	Wrong Way/18" From Curb	\$40		
16 22507.8a	Handicap Parking	\$300		
17 22507.8b	Obstruct / Block Handicap Parking	\$300		
18 22507.8c (2)	Crosshatch Lines Next to Handicap Stall	\$300		
19 22514	Fire Hydrant	\$40		
20 22521	Within 7 ½" of Railroad Tracks	\$40		
21 22523 (A)	Abandoned Towed	\$70		
22 40226	Handicap Dismissal	\$25		
23 5204(a)	No current Registration Tags	\$70		
24 5200	No Front/Rear Plate	\$40		
25 4000(a) (1)	Expired Registration	\$70		

Notes:

\* Delinquent Penalty Assessment - Double the Fine Amount.

\*\* All Other Parking Violation Fine Amounts Not Specifically Listed Will be \$40.00.

# City of Campbell

## CODE ENFORCEMENT HOURLY BILLING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<u>Code Enforcement Re-Inspection Fees</u>			
1 Code Enforcement Personnel	\$172	per hour	
2 Building Inspection Personnel	\$180	per hour	
3 Planning Personnel	\$203	per hour	
4 Public Works Engineering Personnel	\$230	per hour	

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b><u>During Normal Work Hours (i.e. Non-Overtime)</u></b>			
1 Arborist	\$152	per hour	
2 Assistant Engineer	\$188	per hour	
3 Associate Civil Engineer	\$192	per hour	
4 Building Maintenance Lead Worker	\$152	per hour	
5 Building Maintenance Worker	\$140	per hour	
6 Building Maintenance Supervisor	\$177	per hour	
7 City Engineer	\$265	per hour	
8 Executive Assistant	\$138	per hour	
9 Lighting & Traffic Technician	\$153	per hour	
10 Lighting & Traffic Signals Assistant	\$119	per hour	
11 Lighting & Traffic Signals Supervisor	\$177	per hour	
12 Maintenance Supervisor	\$178	per hour	
13 Mechanic II	\$147	per hour	
14 Office Assistant	\$101	per hour	
15 Office Specialist	\$131	per hour	
16 Park Maintenance Lead Worker	\$141	per hour	
17 Park Maintenance Supervisor	\$186	per hour	
18 Park Maintenance Worker I	n/a	per hour	
19 Maintenance Worker I	\$120	per hour	
20 Park Maintenance Worker II	n/a	per hour	
21 Maintenance Worker II	\$129	per hour	
22 Public Works Inspector	\$183	per hour	
23 Senior Civil Engineer	\$229	per hour	
24 Senior Public Works Inspector	\$178	per hour	
25 Street Maintenance Field Supervisor	\$181	per hour	
26 Street Maintenance Lead Worker	\$139	per hour	
27 Street Maintenance Worker I	n/a	per hour	
28 Street Maintenance Worker II	n/a	per hour	
29 Traffic Engineer	\$236	per hour	
<b><u>Overtime</u></b>			
30 Arborist	\$184	per hour	
31 Assistant Engineer	\$232	per hour	
32 Associate Civil Engineer	\$237	per hour	
33 Building Maintenance Lead Worker	\$186	per hour	
34 Building Maintenance Worker	\$171	per hour	
35 Building Maintenance Supervisor	\$217	per hour	
36 City Engineer	n/a	per hour	
37 Executive Assistant	\$170	per hour	
38 Lighting & Traffic Technician	\$186	per hour	
39 Lighting & Traffic Signals Assistant	\$144	per hour	
40 Lighting & Traffic Signals Supervisor	\$216	per hour	
41 Maintenance Supervisor	n/a	per hour	

# City of Campbell

## HOURLY RATES FOR SPECIAL PUBLIC WORKS SERVICE REQUESTS

Activity Description	FY 20/21 Fee	Charge Basis	Note
42 Mechanic II	\$179	per hour	
43 Office Assistant	\$124	per hour	
44 Office Specialist	\$161	per hour	
45 Park Maintenance Lead Worker	\$170	per hour	
46 Park Maintenance Supervisor	n/a	per hour	
47 Park Maintenance Worker I	n/a	per hour	
48 Maintenance Worker I	\$144	per hour	
49 Park Maintenance Worker II	n/a	per hour	
50 Maintenance Worker II	\$156	per hour	
51 Public Works Inspector	\$227	per hour	
52 Senior Civil Engineer	n/a	per hour	
53 Senior Public Works Inspector	\$220	per hour	
54 Street Maintenance Field Supervisor	\$222	per hour	
55 Street Maintenance Lead Worker	\$169	per hour	
56 Street Maintenance Worker I	n/a	per hour	
57 Street Maintenance Worker II	n/a	per hour	
58 Traffic Engineer	\$293	per hour	

**Note:**

Three hour minimum for overtime call.

# City of Campbell

## EQUIPMENT USE RATES

Activity Description	FY 20/21 Fee	Note
<b><u>Hourly Rate</u></b>		
1 Barricades / Each	n/a	
2 Barricades with Lights / Each	n/a	
3 Brush Chipper (1-Hour Minimum)	\$88.00	
4 Bucket Truck (1-Hour Minimum)	\$86.50	
5 Case Loader W18B (1-Hour Minimum)	\$159.00	
6 Chain Saw (\$15.00 Minimum)	\$9.50	
7 Compressors with Tools (1-Hour Minimum)	\$94.00	
8 Concrete Saw (1-Hour Minimum; Daily Rate Add Cost of Blades)	\$31.00	
9 Dump Trucks, 5 Cyl (1-Hour Minimum)	\$75.00	
10 Flatbed, 3/4 Ton	n/a	
11 Forklift (1-Hour Minimum)	\$31.00	
12 Line Striper (1-Hour Minimum - Daily Rate Add Materials)	\$95.00	
13 Loader, 3-5 Ton (1-Hour Minimum)	\$95.00	
14 Paint Truck (1-Hour Minimum)	\$75.00	
15 Pick-Ups (1-Hour Minimum)	\$64.00	
16 Programmable Message Board	n/a	
17 Sweepers (Minimum - \$130.00)	\$82.00	
<b><u>Daily Rate</u></b>		
18 Barricades / Each	\$3.00	
19 Barricades with Lights / Each	\$3.50	
20 Brush Chipper (1-Hour Minimum)	\$218.00	
21 Bucket Truck (1-Hour Minimum)	\$176.00	
22 Case Loader W18B (1-Hour Minimum)	\$282.00	
23 Chain Saw (\$15.00 Minimum)	\$57.00	
24 Compressors with Tools (1-Hour Minimum)	\$135.00	
25 Concrete Saw (1-Hour Minimum; Daily Rate Add Cost of Blades)	\$65.00	
26 Dump Trucks, 5 Cyl (1-Hour Minimum)	\$150.00	
27 Flatbed, 3/4 Ton	\$125.00	
28 Forklift (1-Hour Minimum)	\$119.00	
29 Line Striper (1-Hour Minimum - Daily Rate Add Materials)	\$190.00	
30 Loader, 3-5 Ton (1-Hour Minimum)	\$207.00	
31 Paint Truck (1-Hour Minimum)	\$150.00	
32 Pick-Ups (1-Hour Minimum)	\$125.00	
33 Programmable Message Board	\$80.00	
34 Sweepers (Minimum - \$130.00)	n/a	

**Notes:**

\* Additional equipment which must be rented by the City shall be billed at the City's actual cost plus an additional twenty percent (20%) of that cost to cover administrative expenses.

# City of Campbell

## DOWNTOWN EVENT FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b><u>Special Event Fees</u></b>			
1 Administrative Review Fee	\$1,611		[a]
2 Equipment Use Fees	See Public Works Fees		[b]
3 Event Day Staff Support	Actual Costs		
4 New Event Application Fee	\$620		[c]
5 Security/Clean-up Refundable Deposit	\$500		[d]
6 Special Event Permit	\$1,861		[e]
<b><u>Event Day Staff Support</u></b>			
7 Police	Actual Costs		[f]
8 Public Works	Actual Costs		[g]

Notes:

[a] Administrative Review Fee covers the costs associated with the Special Event Committee's time to schedule meetings, prepare agendas, prepare invoices, collect and process fees, etc.

[b] Equipment Use Fees are fees for such items as barricades, cones, safety vests, No Park Signs, etc.

[c] New Event Application Fee covers all costs associated with obtaining the required documents for a new event proposal, preparing the event memo, routing the application to appropriate departments, and follow-up with applicant.

[d] Refundable Deposit is a fee held on deposit to use in the event of damage to public property. If any damages should result the repair/replacement costs exceed \$500, the event host will be billed the balance. If there are no damages and no additional fees due, this deposit shall be returned to event organizer.

[e] Special Event Permit Fees are designed to cover the costs of the impact special events have on public property.

[f] Police Fees cover costs associated with the services provided by the Campbell Police Department, which shall include, but not be limited to, closing the streets and event day supervision provided as per the Police Security Plan developed by CPD. Organizer shall be responsible for services provided after event closure until the crowd has dispersed and the area is deemed safe.

[g] Public Works Fees include the cost for PW personnel and associated equipment required for closing the streets, (i.e. barricade installation/removal, pick-up trucks, closing and opening the streets, provision and placement of directional and/or letterboard signs, etc.).

# City of Campbell

## WATER TOWER LIGHTING REQUEST FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
1 Water Tower Lighting Request	\$150	per application	

# City of Campbell

## COMMUNITY GARDEN PLOT RENTAL FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
1 Community Garden Plot			
a) 100 SF	\$37	per year	
b) 200 SF	\$75	per year	

# City of Campbell

## ELECTRIC VEHICLE CHARGING FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
1 Electric Vehicle Charging Stations			
a) Base Hourly Rate	\$0.30	per kWh	
b) Additional Hourly Rate, in effect 8am - 8pm, daily	\$0.30	per hour	

# City of Campbell

## SMALL CELL WIRELESS FACILITIES

Activity Description	FY 20/21 Fee	Charge Basis	Note
<b>For Attachments to City -Owned Poles</b>			
1 Annual License Fee	\$270.00	per pole	[a]
a) Annual License Fee Increase	3% annually on anniversary date of license.		[b]
b) Additional Administrative and Inspection Fees	\$230.00	per hour	[c],[e]
2 Small Cell Wireless Facilities Permit Application Fee	\$8,000 minimum for 35 hours of staff time.		
a) Additional Review and Processing Fees	\$230.00	per hour	[d],[e]
3 Master License Administrative Fee	\$8,000.00		
<b>For Attachments to Utility -Owned Poles</b>			
4 Permit Application Fee	\$574.00	per application	
5 Plan Check & Inspection Fees			
a) Base Plan Check & Inspection Fees	\$3,673 minimum for 16 hours of staff time.		
b) Additional Administrative and Inspection Fees	\$230.00	per hour	[c],[e]
c) Traffic Control Plan Review	\$230.00	per hour	[c],[e]
i) Minor (Lane Closures)	\$230.00	per review	
ii) Major ( Detours)	\$918.00	per review	

**Notes:**

[a] Initial license fee.

[b] The License Fee shall increase annually on the first anniversary of the Effective Date of the Pole License.

[c] Additional administrative fees and costs related to inspecting Licensee's Equipment or License Area related to this License.

[d] Any additional actual costs relating to reviewing and processing the Permit Application will be charged at the hourly rates shown. This fee includes but not limited to plan check, inspection and traffic control plan review.

[e] Annual Increases: All Permit Application, Plan Check & Inspection fees and staff hourly rates are subject to annual increases and adjustment based on a determination of the actual and reasonable costs relating to the processing of the Permit Application, and/ or based on Council resolution and approved fee schedule.

# City of Campbell

## ADMINISTRATION FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
1 Appeal Filing Fee	\$200		
2 Business License Listings:			
a) One-Month (New Businesses)	\$29		
b) Apartments Only	\$29		
c) All Businesses (Including Apartments)	\$93		
d) All Businesses (Excluding Apartments)	\$76		
e) Mailing Labels - All Businesses (Including Apartments)	\$101		
f) Mailing Labels - All Businesses (Excluding Apartments)	\$80		
3 Business License - Mandatory State Fee	\$4		[a]
4 City Council/and Other Meetings Video Disc	\$21		
5 City Flag	\$62		
6 Duplicate Business License (Replacement Original)	\$10		
7 Document Certification (No Charge to other Governmental Agencies)	\$2		
8 General Plan	\$73		[b]
9 General Plan Map / Zone Map (Color) (for larger than 11x17)	\$36		[b]
10 Initiative Petition Filing Fee	\$200		[c]
11 Non-Sufficient Funds Service Charge (Legal Limit)	\$25		[d]
12 Photocopies			[e]
a) First Page	\$1		
b) Each Additional Page	\$0.10		
13 Campaign Disclosure Information	\$0.10	per page	[d]
14 Photo duplication (non-standard print size)	Actual cost		[f]
15 Preparation of Public Information Requests and Staff Research Including Electronic Formatting	Actual hourly rate plus cost of digital devices		[g]
16 Rental Dispute Administration (Added to Business License Fee)	\$11	per unit	
17 Scavenging Permit (Municipal Code Section 6.04.160)	\$298	per year	[h]
18 Transacton Processing Fee	4% for Credit & Debit Card payments 1% + \$0.30 for Electronic Check (ACH) payments		[i]

# City of Campbell

## ADMINISTRATION FEES

Activity Description	FY 20/21 Fee	Charge Basis	Note
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Notes:

[a] Fee established by State. Fee changed effective January 1, 2018.

[b] Available on City website for no charge.

[c] To be refunded within one year if City Clerk certifies the Sufficiency of Petition. Legal limit.

[d] Legal limit.

[e] Fee applies for photocopies (excluding Police Reports) and each page of minutes and excerpts from Planning Commission and City Council Minutes book. The charge to any agency, persons wholly or in part by the City of Campbell will be determined by the City Manager or his designated representative. (No charge to other governmental agencies.)

[f] Government Code 6253(b) and the City Attorney.

[g] This fee applies to the creation of a new document not normally prepared, owned, used or retained by the City as part of the conduct of the Public's business. Fee also includes cost of any digital devices used to provide requested information.

[h] Requires business license (Industrial).

[i] Fee approved November 5, 2019 - Fee changed effective January 2, 2020

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

#### **A. Definition of Terms:**

- a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State's office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card, and permit must all be in the same name.
- b. **SPECIAL PEAK RATES:** Special peak rates are for the following reservations:
  - i. Public meetings held by elected representatives serving the Campbell area
  - ii. Local election candidate forums sponsored by a non-profit organization, polling and/or trainings offered by the local Registrar of voters
  - iii. Meetings offered by either of the Campbell school districts (CUHSD and CUSD)
  - iv. Public meetings by other governmental agencies that serve Campbell residents
  - v. Events by non-profit organizations who have assumed leadership for events once provided by the City
  - vi. Programs and activities for which there is no entry fee for participation or attendance offered by local non-profit organizations
  - vii. Community Center Tenants
  - viii. Events sponsored by/for Campbell High School Alumni groups
  - ix. Meetings or trainings by school districts or other governmental agencies that are not open to the public

**The above listed reservations can use the facility during non-peak time with basic staffing levels (2 building attendants or 1 technician) any charges above this will be assessed at the time of booking. The CUSD & CUHSD are limited to 3 uses per year.**

- c. **CAMPBELL RESIDENT:** To qualify for Campbell Resident discount, customers must provide proof of residency (i.e. driver's license, utility bill etc.). Permit holder and payee must be in the same name to qualify for resident discount.

#### **B. Resident Discount:**

Campbell Residents paying for a rental will be given the following discount on building rental rates:

- \$25 Per hour discount for rental of the full Orchard City Banquet Hall
- \$5 Per hour discount for all other building rental rates

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

**C. Facility rental fees for uses occurring during off-peak (normal operating) hours shall be assessed as follows:**

**(Monday through Thursday, 8:00am - 10:00pm and Fridays 8:00am to 5:00pm, except on recognized City holidays)**

#### FY 20/21 Fee

Orchard City Banquet Hall with Kitchen	per hr.
Orchard City Banquet Hall (North or South)	per hr.
Kitchen in OCBH	per hr.
Roosevelt Rm. (Q-80)	per hr.
Mary Campbell (Q-84)	per hr.
Multi-Purpose (M-50)	per hr.
Adult Ctr. Meeting Room (C-35)	per hr.
Dance Studios (M-47, N-76)	per hr.
Activity Rm. (E-46)	per hr.
Conference Rm. (E-44)	per hr.
Board Rm. (E-42)	per hr.
Main Gym (Bldg. P)	per hr.
Auxiliary Gym (Bldg. N)	per hr.
CCC Plaza	per hr.

Base Hourly Rate	Non-Profit Hourly Rate
\$133	\$112
\$92	\$66
\$56	\$51
\$87	\$61
\$66	\$51
\$82	\$51
\$61	\$41
\$61	\$51
\$66	\$51
\$46	\$36
\$46	\$36
\$66	\$56
\$56	\$46
\$41	\$36

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Community Center Building Use Fees

**D. Facility rental fees for uses during peak (NON-OPERATING) hours shall be assessed as follows:**

		FY 20/21 Fee		
		Special Peak Rates	Base Hourly Rate	Non-Profit Hourly Rate
Orchard City Banquet Hall w/ Kitchen	per hr.	\$77	\$245	\$194
Orchard City Banquet Hall (North or South)	per hr.	N/A	N/A	N/A
Kitchen in OCBH	per hr.	N/A	\$61	\$56
Roosevelt Rm. (Q-80)	per hr.	\$46	\$122	\$87
Mary Campbell (Q-84)	per hr.	\$41	\$87	\$66
Multi-Purpose (M-50)	per hr.	\$41	\$117	\$82
Adult Ctr. Meeting Room (C-35)	per hr.	\$36	\$87	\$61
Dance Studios (M-47, N-76)	per hr.	N/A	\$77	\$66
Activity Rm. (E-46)	per hr.	\$41	\$87	\$66
Conference Rm. (E-44)	per hr.	\$31	\$71	\$51
Board Rm. (E-42)	per hr.	\$31	\$71	\$51
Pre-School Rm. (M-49)	per hr.	N/A	\$71	\$51
Main Gym (Bldg. P)	per hr.	\$36	\$82	\$66
Auxiliary Gym (Bldg. N)	per hr.	\$31	\$66	\$51
CCC Plaza	per hr.	\$36	\$51	\$46

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Community Center Building Use Fees**

**E. Equipment Rental & Fees**

	FY 20/21 Fee	Charge Basis
<b>Meeting Room Equipment</b>		
a) Coffee Urn - 100 Cup	\$10	per day
b) Coffee Urn - 35 Cup	\$5	per day
c) Directional Sandwich Signs	free with room rental	
d) LCD Projector	\$100	per day
e) Podium	free with room rental	
f) Portable Easel (Each Easel)	\$5	per day
g) Portable Easel with Easel Pads (Each Easel)	\$25	per day
h) Portable Projection Screen	\$10	per day
i) Portable PA Systems	\$50	per day
j) Stanchions	\$25	per day
k) TV & DVD/VCR on Cart	\$25	per day
l) Microphone	\$10	per day
<b>Athletic Equipment</b>		
a) Basketball Scoreboard Control (portable)	\$25	per day
b) Football Scoreboard Control	\$10	per day

**F. Processing Fees**

1. All applications are subject to a non-refundable \$25 Processing Fee.
2. Any changes in time, date(s) or use made to a multi-use permit, or made less than thirty (30) days prior to a one-time use, are subject to an additional \$25 Processing Fee.

**G. Additional Charges**

1. A janitorial service fee of \$50 - \$125 may be required on rentals. The fee will be based on the number of people in attendance, room reserved, and if food/drinks are present during the rental. Fee will be assessed at time of reservation.
2. Uses which extend beyond the approved reserved time will be charged at 1½ times the normal rental rate.
3. Uses which extend beyond 12:00 midnight will be charged at two (2) times the normal rental
4. Reservations for recognized City holidays are subject to additional fees to cover staff holiday pay (1½ times the normal rental rate), when staff can be obtained to take the assignment.
5. An IT Service Fee of \$50 will be charged for any requests to verify availability of Wi-Fi in rooms Q-80 or Q-84 for classroom or training use purposes.

**H. Deposits**

	FY 20/21 Fee
<b>Facility</b>	
a) Use of Orchard City Banquet Hall	\$500
b) Uses of Roosevelt Room (Q-80), Multi-Purpose Room (M-50), or Activity Room (E-46)	\$300
c) Uses of Activity or Meeting Rooms	\$100
d) Uses of Gymnasiums	\$100
e) Plaza	\$100

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Ainsley House / Museum Fee Schedules

#### A. Grounds

FY 20/21 Fee

Description		
Application Fee	\$25	
Security Deposit	\$500	
Additional Rental Hours	\$200	per hour

Campbell Residents will be given a 10% discount on all event rental rates.

FY 20/21 Fee

	3 hours	8 hours	10 hours
Fridays and Sundays	\$880	\$1,875	\$2,375
Saturdays	\$1,165	\$2,075	\$2,625

FY 20/21 Fee

Description	
<b>Other Rentals</b>	
Fund Raising Groups and Commercial Filming	50% Surcharge \$750 / 4 hours \$175 / hr. for each add'l hr.
Non-Commercial Photography	\$100 per hour

#### B. Tour Fees - Ainsley House

FY 20/21 Fee

Description	
Adults	\$8
Seniors	\$6
Youth (7 - 17)	\$4
Children (Under 7)	Free
Members	Free
<b>Holidays Only (11/15 - 12/20):</b>	
Adults	\$10
Seniors	\$8
Youth	\$6

#### C. Group Tours - Ainsley House

FY 20/21 Fee

Description	
<b>Groups (10 or More)</b>	
Adults	\$5
Seniors	\$5
Youth (7 - 17)	\$5
Children (Under 7)	Free

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Ainsley House / Museum Fees**

**D. Carriage House**

Description
Application Fee
Security Deposit
Room Rental Rate
Docent Led Tour:
Up to 15 People
Up to 30 People
Open Ainsley House Walk-Through

*(1- hour minimum)*

FY 20/21 Fee	
	\$25
	\$500
	\$75 per hour
	\$25 per hour
	\$50 per hour
	\$50 per hour

**E. Admission Fees - Historical Museum**

Description
Adults
Seniors
Youth (7 - 17)
Children (Under 7)
Members

\* Combined ticket = Ainsley House / Historical Museum

FY 20/21 Fee	
Museum Ticket	Combined Ticket *
\$2	\$9
\$2	\$7
\$2	\$5
Free	Free
Free	Free

**F. School Program - Historical Museum & Ainsley House**

Description
Minimum for Classes of up to 20 Students
Each Additional Student
Chaperones
<b><u>Ohlone Rental Program</u></b>
Educational Trunk Rental

FY 20/21 Fee	
	\$120
	\$6
	Free
	\$60 per month

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Ainsley House / Museum Fees**

**G. Museum Staff Research** - Research of archival records and photographs:

Description	FY 20/21 Fee	Charge Basis
<b>Personal Use</b>		
Photocopies:		
8.5" x 11"	\$0.25	per page
8.5" x 14"	\$0.50	per page
11" x 17"	\$1.00	per page
Digital Images:		
New Scan	\$20	per image
Image of Existing Scans	\$10	per image
Scanning and Printing on Photo Paper	Not provided	
<b>Commercial Use: For one-time use. Fees are per image.</b>		
Use in a Book:		
For-Profit Entity	\$150	per image
Non-Profit Organization	\$35	per image
Editorial Use (magazine or non-scholarly journal):		
For-Profit Entity	\$75	per image
Non-Profit Organization	\$25	per image
Scholarly Publication	\$10	per image
Advertising (non-editorial, book covers, flyer / brochure / art work in a place of business, etc.):		
For-Profit Entity	\$150	per image
Non-Profit Organization	\$35	per image
Video/TV/Film/DVD:		
For-Profit Entity	\$150	per image
Non-Profit Organization	\$35	per image
Exhibition:		
For-Profit Entity	\$100	per image
Non-Profit Organization	\$25	per image
Internet / Website:		
For-Profit Entity	\$100	per image
Non-Profit Organization	\$25	per image
<b>Other Fees</b>		
Creating a CD of Scanned Photographs/Documents	\$5	per CD
Shipping	\$5	per shipment
Staff Research Time (applies to research only)	\$30	per hour; \$15 min.

**City of Campbell**  
**RECREATION & COMMUNITY SERVICES FEES**

**Picnic Areas and Facilities**

All reservations are subject to a non-refundable \$25.00 processing fee in addition to the fees below.

**A. Picnic Areas & Facilities - CAMPBELL RESIDENTS**

Facility	FY 20/21 Fee	Charge Basis
<b>John D. Morgan Park</b>		
Area A (50 Persons Maximum)	\$51	per day
Area B (150 Persons Maximum)	\$82	per day
Area C (75 Persons Maximum)	\$51	per day
<b>Edith Morley Park</b>		
Picnic Area (35 Persons Maximum)	\$51	per day
Picnic Area & Turf (100 Persons Maximum)	\$66	per day

**B. Picnic Areas & Facilities - NON-RESIDENTS**

Facility	FY 20/21 Fee	Charge Basis
<b>John D. Morgan Park</b>		
Area A (50 Persons Maximum)	\$97	per day
Area B (150 Persons Maximum)	\$163	per day
Area C (75 Persons Maximum)	\$97	per day
<b>Edith Morley Park</b>		
Picnic Area (35 Persons Maximum)	\$82	per day
Picnic Area & Turf (100 Persons Maximum)	\$163	per day

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Park Facility Fees

#### A. Definition of Terms

- a. **NON-PROFIT:** To qualify for non-profit rates, customers must provide a copy of their letter of non-profit status from the California Secretary of State's office with their non-profit ID number indicated and must pay with an organization check or charge card. Organization name on letter of non-profit status, check/charge card,

#### B. Processing Fees & Deposits

- a. All reservations are subject to a \$25 non-refundable processing fee
- b. \$100 deposit per field
- c. \$500 deposit per site:
  - i. For special events over 100
  - ii. Sports Leagues

#### C. Schedule of Fees

FY 20/21 Fee	Charge Basis
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	<b>Base Hourly Rate</b>	<b>Non-Profit Hourly Rate</b>	
John D. Morgan Park Soccer Bowl	\$30	\$25	per hr.
John D. Morgan Park Athletic Field	\$20	\$15	per hr.
Community Center Stadium Field	\$50	\$25	per hr.
Community Center Stadium Track	\$20	\$15	per hr.
Community Center Athletic Field	\$20	\$15	per hr.
Community Center Concession Stand	\$40	\$30	per hr.
Handball Court (CCC)	\$25	\$14	per hr.
Sand Volleyball Court (JDM)	\$25	\$14	per hr.
Horseshoe Pit (JDM)	\$10	\$6	per hr.
Los Gatos Creek Trail Special Events*	\$1,050	\$630	per use
Orchard City Green Special Events*	N/A	\$25	per hr.
Non-Exclusive Use Permit (Under 10 People)	\$20	N/A	per hr.
Non-Exclusive Use Permit (10-20 People)	\$25	N/A	per hr.
Non-Exclusive Use Permit (21-99 People)	\$30	N/A	per hr.

\* All special events located on the LG Creek Trail and Orchard City Green are subject to any and all additional fees associated with the Special

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Park Facility Fees

#### D. Special Events in Parks

Note: Not all fees are applicable to all events. This table summarizes special event fees that may be due in excess of any facility use fees applicable for the nature, size and location of the proposed event. All reservations are subject to a non-refundable \$25.00 processing fee in addition to the

Description	FY 20/21 Fee	Charge Basis
Administrative Review Fee	No Charge	
Application Fee	\$25	per application
Handball Tournament - All Day Court Rental	\$250	per day
Event Day Staff Support:		
Recreation	\$35	per hour
Others	Per the PW / PD fee schedules	
Facility Use Fee	Per the Facility Use Policy	
Security / Clean-Up Deposit	\$500	per event
Park Special Event Fee	\$630	per day

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### A. Theatre Rates for Non-Peak Days (Monday - Wednesday)

Description	FY 20/21 Fee	Charge Basis
Base Rent (Up to an 8-Hour Period on One Day)	\$550	per day
Additional Time (On the Same Event Day)	\$125	per hour
Rehearsal Time (Up to an 8-Hour Period on One Day)	\$375	per day
Additional Rehearsal Time (On the Same Day)	\$125	per hour
Standard Sound Equipment (Up to Two Microphones)	No charge	
Full Sound Equipment (Full Use of Sound System)	\$125	per day
Minimum Lighting Equipment (Stage Wash Only)	\$125	per day
Maximum Lighting Equipment (no movers)	\$400	per day
Maximum Lighting Equipment (w/ movers)	\$925	per day
	\$1,200	2 days same contract
	\$1,500	3 days same contract
	\$1,900	7 days same contract
	\$1,900 + \$300/day	+ 7 days same contract

#### B. Theatre Rates for Peak Days (Thursday - Sunday)

Description	FY 20/21 Fee	Charge Basis
Base Rent (Up to an 8-Hour Period on One Day)	\$800	per day
Additional Time (On the Same Event Day)	\$125	per hour
Rehearsal Time (Up to an 8-Hour Period on One Day)	\$500	per day
Additional Rehearsal Time (On the Same Day)	\$125	per hour
Standard Sound Equipment (Up to Two Microphones)	No charge	
Full Sound Equipment (Full Use of Sound System)	\$200	per day
Minimum Lighting Equipment (Stage Wash Only)	\$175	per day
Maximum Lighting Equipment (no movers)	\$475	per day
Maximum Lighting Equipment (w/ movers)	\$1,000	per day
	\$1,275	2 days same contract
	\$1,575	3 days same contract
	\$2,050	7 days same contract
	\$2,050 + \$300/day	+ 7 days same contract

**C. For events that are designed to be profitable**, rental fees shall be ten percent (10%) of gross ticket sales vs. the base rent (whichever is higher). Exceptions to this policy will be made for Primary Partners and fund-raising events hosted by local non-profit organizations with ticket prices greatly exceeding the normal market rates (i.e. \$100 benefit performance tickets). In those cases, the 10% shall be computed based on the market rate of the tickets, as determined by the Theatre Manager.

**D. The Theatre may be rented to approved “Primary Partner” clients** at special reduced rates negotiated individually and subject to the review and approval of the City Council.

**E. Late Booking Fee** – A late booking fee will be assessed for any event booked less than 30 days in advance. The late booking fee is 10% of estimated rental charges (minus deposit) or \$300 flat, whichever is higher.

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

**F. Fees for Additional Services will be charged as follows:**

Description	FY 20/21 Fee	Charge Basis
Box Office Fee	\$575	per contract
Credit Card ticket transaction fees	4%	per transaction
Labor (all billed at 4-hour minimum) *		
Production Manager / Technical Director	\$45	per hour
Technical Staff	\$35	per hour
Stagehand	\$30	per hour
House / Event Staff	\$35	per hour
Professional Event Staff / Security	\$35	per hour
Lighting System	(See Peak Day Rates)	
Janitorial Fee - Rehearsal	\$175	per day
Janitorial Fee - Performance	\$225	per performance
Janitorial Fee for Food/Beverage	\$250	per day
Marley Floor Rental	\$125	plus labor
Marquee Sign Postings	\$33	per week
Marquee Sign Postings	\$15	per change
Piano Rental Fee	\$100	per day
Piano Tuning Fee	\$150	per tuning
Sound System	(See Peak Day Rates)	
Special Box Office Requests	\$200	per request
Spotlights	\$100	per day
Ticket Printing	\$0.30	per ticket
Theatre Facility Fee	\$1 - \$2	per ticket or person
Processing Fee for Permit Changes	\$30	per change
Theatre Tours (Regular Operating Hours)	\$60	per hour
Theatre Tours (Non-Operating Hours)	\$150	per hour
Video Projector & Screen	\$500	per day
	\$750	2 days same contract
	\$1,000	3 days same contract
	\$1,500	7 days same contract
	\$1,500 + \$250/day	+ 7 days same
Hazer	\$60	per day

\* Overtime applies after 8 hours and double overtime applies after 12 hours.

\*\* When tuning can be schedule and performed by Dan Naylor.

**G. Premium Wi-Fi** - The Heritage Theatre has an open Wi-Fi connection that is available to anyone within the Theatre or its surrounding area. A Premium Wi-Fi connection with considerable more speed and bandwidth is available to renters for a fee of \$100/day.

**H. Indoor Marquee Sign Postings** – The Heritage Theatre has an electronic marquee in the lobby which is available for custom images, schedules, or information pertaining to events. Art/images that are ready for immediate upload and meet the specifications set out by the Theatre Manager are \$50/day. Any artwork or image that must be developed by Theatre Staff is \$50/day plus \$45/hour for the Production Manager to develop the image with a one hour minimum fee.

**I. Events that do not meet the criteria above**, for which can't be anticipated at this time, staff shall have the authority to charge appropriate and warranted fees at rates higher than those stated above, subject to the approval of the Recreation and Community Services Director.

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Heritage Theatre Use Fees

#### J. Refundable Deposit

Description	FY 20/21 Fee	Charge Basis
Deposit Fee	\$500 - \$5,000 *	per date of use

\* Based on type of event.

#### K. Theatre Garden Courtyard

Description	FY 20/21 Fee	Charge Basis
Application Fee	\$30	per contract
Refundable Security Deposit	\$200	per contract
When Rented Independent of Theatre	\$400	for first 4-hours
Additional Hours	\$75	per hour

#### L. Theatre / Courtyard Photography Rates

Description	FY 20/21 Fee	Charge Basis
Non-Refundable Processing Fee	\$25	per contract
Non-Commercial Photography	\$100	per hour
Commercial Photography	\$150	per hour

# City of Campbell

## RECREATION & COMMUNITY SERVICES FEES

### Facility Fees / Preservation & Enhancement Fees

#### A. Facility Fee / Preservation & Enhancement Fees

Description	FY 20/21 Fee
Heritage Theatre	\$1 - \$5 for each ticket issued or for each person seated in audience
Community Center Facility Rentals	2% of total facility rental charges *
Recreation Activities and Programs	\$1 per registration; \$1 per pass purchase; or \$1 per month *

\* Fees are not-to-exceed amounts and will be applied by the Department Director based on the program or rental's ability to bear the fee.