



SAN RAFAEL
THE CITY WITH A MISSION

Agenda Item No: 6.a

Meeting Date: September 16, 2024

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Finance

**Prepared by: Paul Navazio,
Finance Director**

City Manager Approval: _____

TOPIC: PROPOSED UPDATE TO MASTER FEE SCHEDULE

SUBJECT: RESOLUTION AUTHORIZING AN UPDATE TO THE CITY'S MASTER FEE SCHEDULE

RECOMMENDATION:

Adopt a resolution authorizing an update to the City's Master Fee Schedule.

EXECUTIVE SUMMARY:

This report provides a summary of the proposed update to the City's Master Fee Schedule. This report has been prepared for the City Council to consider fee increases above the automatic Consumers' Price Index (CPI) based adjustment of 2.37% per year for selected programs and services, as required to meet target cost-recovery levels (primarily in the area of recreation programming), as well as consideration of increasing the target cost-recovery level (primarily related to ambulance transport fees). Staff has proposed other adjustments to the Master Fee Schedule to align fee structures with current program and service offerings as well as the elimination of outdated and obsolete fees.

Exhibit A (Attachment 2) provides a "clean copy" of the fiscal year (FY) 2024-25 Master Fee Schedule, consistent with the recommendations included in this report. Attachment 3 provides a redline version of the proposed revisions to the Master Fee Schedule document.

BACKGROUND:

Fee schedule updates are intended to ensure that the City operates sustainably and recovers costs for programs and services, including plan review, building and fire inspections, and use of the public right-of-way. State law, including [Propositions 26](#) and [218](#), provide explicit guidance and restrictions on allowable rates, which are capped at 100% cost-recovery for most fees. Some fees included in the Master

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

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Fee Schedule are set below the level required for full cost-recovery, typically in cases when the program or services is deemed a public benefit.

In [December 2022](#), following a comprehensive rate study, the City Council adopted Resolution 15178 authorizing updates to its Master Fee Schedule. Furthermore, the adopted resolution authorizes annual fee increases, based on annual increases in the San Francisco-Oakland-Hayward All Urban Consumers' Price Index (CPI-U), not to exceed 3.0% per year. As authorized under Resolution 15178, automatic CPI-based fee increases took effect as follows:

- Childcare Fees – August 2023 (Concurrent with the start of the 2023-24 school year)
- Recreation Fees – January 1, 2024
- All Other Fees – July 1, 2024

Following the adoption of the Fiscal Year (FY) 2024-25 budget (approved on [June 17, 2024](#)) staff has undertaken a review of fees included in the Master Fee Schedule to identify fees where built-in CPI-based annual increases were insufficient to maintain target cost-recovery levels. Specifically, the February-to-February increase in the referenced CPI was 2.37%. By comparison, costs associated with a host of City programs increased by more than the rate of inflation, largely due to personnel cost increases resulting from negotiated labor agreements with the City's represented and unrepresented bargaining groups.

Revisions to the City of San Rafael's Master Fee Schedule fall within two specific categories summarized in the section below.

Master Fee Schedule revisions requiring formal City Council action:

- Proposed fee increases that exceed the authorized CPI-based adjustment
- New fees recommended to be added to the Master Fee Schedule

Master Fee Schedule revisions that do not require City Council action:

- Fees where no change is proposed
- Fees being increased consistent with the pre-approved CPI-based adjustment (2.37%, rounded to the nearest dollar)
- Fees being eliminated (where City no longer provides a specific service)

While most of the actions contained in this report, are authorized by the City Council under Resolution 15178, this report and resolution provides for a comprehensive update City's Master Fee Schedule for FY 2024-25.

ANALYSIS:

This section of the report provides a summary of changes being proposed as part of the FY 2024-25 update to the City's Master Fee Schedule.

Categories Where Only CPI-Based Fee Increases are Proposed

Currently, staff recommends CPI-based updates to the following fee categories:

- Mechanical Permit
- Plumbing Permit
- Electrical Permit

Categories Where No Fee Increases are Proposed

Staff does not recommend any changes or increases to the following fee categories:

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- Library Service
- Administrative Citation
- Sewer and Drainage

Child Care Program Fees

Since adoption of the FY 2024-25 budget, the City Council has adjusted fees supporting the City's Child Care Program. At the City Council meeting of [July 15, 2024](#), the City Council approved fee increases of 9.0% for the 2024-25 school year. This level of fee increase was required to maintain full-cost recovery for these programs. Therefore, no increases to Child Care Program Fees are recommended at this time.

General Service Fees

Master Fee Schedule revisions within the category of General Services are limited to fees where no change is proposed, increases consistent with CPI-based adjustments, and elimination of fees for services no longer provided by the City.

Please refer to Attachment 3, pages 1-2, for proposed revisions to this section.

Police Service Fees

Master Fee Schedule revisions within the category of Police Services include fees where no change is proposed, increases consistent with CPI-based adjustments, modifications to fee descriptions, elimination of fees for services no longer provided, and establishment of new fee categories under the "Response Services Category" which includes alarm permits and fees for false alarms. The Driving under the Influence (DUI) Collision Restitution Fee has been updated in accordance with Government Code Section 53155 to \$12,000.

- False Alarm Response Fees are being updated to reduce the one-time Alarm Registration Fee (from \$74 to \$20) and restructure the fee schedule for responding to false alarms (within a 12 month period) from the existing fee of \$140 for "3 or more" to a graduated fee schedule from "1st response" (\$50), and increasing by \$50 for each subsequent response, capped at \$250 for "5 or more" responses to false alarms.
- Driving Under the Influence (DUI) Collision Restitution Fee is being updated to reflect change in state law that provides for a maximum restitution amount from \$1,300 to \$12,000 (per Government Code Sect. 53155).

Please refer to Attachment 3, pages 3-4, for proposed revisions to this section.

Fire Service Fees

Master Fee Schedule revisions within the category of Fire Services include fees where increases are proposed, across-the-board, consistent with CPI-based adjustments, and the elimination of fees for services no longer provided.

In addition, the Fire Department is recommending increases in the fees charged for Emergency Medical Services to reflect a) increased costs related to personnel costs, and b) increasing the target cost-recovery level from 55% to 75%, based on comparative rates charged by other fire agencies within the Bay Area providing transport services. These fees have remained unchanged since June 2020.

Please refer to Attachment 3, pages 6-8, for proposed revisions to this section.

Planning Service Fees

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Master Fee Schedule revisions within the category of Planning Services include fees where increases are proposed, across-the-board, consistent with CPI-based adjustments, modifications to fee descriptions, elimination of fees for services no longer provided, and codification in the Master Fee Schedule of fees that have been implemented related to Streamlined Housing Development applications pursuant of City [Ordinance No. 2013](#).

- Streamlined Housing Development Fees, authorized pursuant to Ordinance No, 2013 are being added to the Master Fee Schedule. These fees have been in place and were established consistent with cost-recovery levels for similar type planning process/activities:

	<u>Cost Recovery</u>	<u>Fee</u>
○ SB 330 Preliminary Application	100%	\$ 2,135
○ SB 9 Housing Development Application	100%	\$ 5,733
○ SB 9 Lot Split	100%	\$13,776
○ SB35 Housing Development Application	100%	\$15,511

Please refer to Attachment 3, pages 9-10, for proposed revisions to this section.

Building and Safety Service Fees

Master Fee Schedule revisions within the category of Building and Safety Services include fees where increases are proposed, across-the-board, consistent with CPI-based adjustments, modifications to fee descriptions, and the clarification that Massage Establishment Operator Permits fees are applied to each location.

In addition, issuance of massage-related permits has been transferred from the Police to Building and Safety Services, so the fees reflect the fully burdened hourly rate for these positions versus those of police officers.

Please refer to Attachment 3, pages 11-12, for proposed revisions to this section.

Public Works Service Fees

Master Fee Schedule revisions within the category of Public Works Services include fees where increases are proposed, across-the-board, consistent with CPI-based adjustments, modifications to fee descriptions, and the elimination of fees where the specific service is no longer provided.

In addition, staff is proposing establishing fee categories for Special Events set-up and traffic control, to be billed based on actual costs to provide for full-cost recovery. (Note: staff is currently assessing how fees will be applied/discounted for City-sponsored events, in recognition of the public benefit associated with selected events).

Please refer to Attachment 3, pages 19-20, for proposed revisions to this section.

Recreation Fees

Master Fee Schedule updates related to recreation fees are proposed to be increased based on a review of program costs in relation to cost-recovery targets, along with an analysis of comparable rates charged within the market.

In general, staff are recommending a 5% increase based on an analysis of comparable market fees and current cost recovery levels. However, for the Falkirk Cultural Center and aquatics fees, staff are recommending a higher increase. In those areas, current fees are much farther behind the market when we compare our rates to neighboring jurisdictions. Additionally, staff's cost recovery analysis for these fees showed that a CPI level adjustment would be insufficient to achieve cost recovery. The proposed

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fall/winter aquatics fee increase is based on cost recovery assessment of program model during past “pilot” program offerings.

A comparison of recommended recreation program fee adjustments is included as Attachment 4 to this report. In general, the proposed fee adjustments are summarized as follows:

- Deposit-based Fees No Change
- Facility Rentals 5% increase
- Park & Field Fees 5% increase
- Falkirk Cultural Center Fees 15% increase
- Regular Season Aquatics Fees 15% increase
- Fall/Winter Aquatics Fees 22% increase (Effective October 1, 2024)

Consistent with past direction from the City Council, selected fees for programs and facilities provided for at Pickleweed Park and Boro Community Center are set at 50% of the rates of other facilities.

The proposed changes to the Master Fee Schedule were presented to Mayor Kate and Vice-Mayor Hill in a publicly noticed meeting of the City Council Finance Committee on September 9th, 2024.

Implementation Schedule

The effective date for the fee adjustments reflected in this Master Fee Schedule update would be as follows:

- Rate increases in excess of automatic CPI adjustment - January 1, 2025,
- Winter/Fall Aquatics Program fee increases – October 1, 2024, for implementation with the 2024 Fall/Winter swim season and to avoid mid-season fee changes

PUBLIC NOTICE:

Notice of this public hearing and the proposed update to the Master Fee Schedule was provided, and information was made available to the public in advance of the hearing in accordance with Government Code Sections 66016 through 66018.

ENVIRONMENTAL DETERMINATION:

The proposed action is exempt from the California Environmental Quality Act (CEQA) per CEQA Guideline 15061(b)(3), in that it does not have the potential for causing a significant effect on the environment.

FISCAL IMPACT:

The proposed changes to the Master Fee Schedule will result in increased revenue to the City, estimated at \$750,000 which was factored into the revenue estimates used to develop the FY 2024-25 budget. The proposed fee increased for the City’s Emergency Medical Services, which includes increasing the overall cost-recovery level for this program, would result in an estimated \$400,000 in additional revenues, on an annualized basis.

OPTIONS:

The City Council has the following options to consider on each of the resolutions:

1. Adopt the resolution as presented.
2. Adopt resolution with modifications.

3. Direct staff to return to the City Council with more information.
4. Take no action.

RECOMMENDED ACTION:

Adopt a resolution authorizing an update to the City's Master Fee Schedule.

ATTACHMENTS:

1. Resolution Authorizing FY 2024-25 Updates to the Master Fee Schedule
2. Exhibit A – Clean Copy of Proposed Adjustments to Master Fee Schedule (for publication)
3. Red-Line Copy of FY 2024-25 Master Fee Schedule
4. Summary of Recreation Program Fee Adjustments

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL AUTHORIZING AN UPDATE TO THE CITY'S MASTER FEE SCHEDULE

WHEREAS, in December 2022, following a comprehensive rate study, the City Council adopted Resolution 15178, a resolution authorizing updates to its Master Fee Schedule; and

WHEREAS, the Resolution No. 15178 authorizes annual fee increases, based on annual increases in the San Francisco-Oakland-Hayward All Urban Consumers' Price Index (CPI-U), not to exceed 3.0% per year; and

WHEREAS, an increase in fees for various City programs and services in excess of CPI is required in order to maintain target cost-recovery levels based on FY2024-25 program costs; and

WHEREAS, additional revisions to fee categories, descriptions and fee structures are proposed as part of the FY2024-25 Master Fee Schedule Update; and

WHEREAS, the addition of new fees are proposed to be included in the FY2024/25 Master Fee Schedule Update; and

WHEREAS, the City has calculated the fee amounts identified on Exhibit A (and described in the staff report accompanying this resolution) in accordance with the requirements of State law; and, particularly, the fees are exempt from the definition of "tax" as set forth in Proposition 26 (California Constitution Article XIII C, Section 1(e)) since the fee amounts: (a) do not exceed the proportionate reasonable cost to the City in providing the service or program to the person paying the fee, and (b) do not exceed the value of City property used by the person paying the fee; and

WHEREAS, notice was provided for the public hearing held, on the proposed update to the City's Master Fee Schedule, and information was made available to the public regarding the proposed action in advance of the meeting in accordance with Government Code Sections 66016 through 66018; and

WHEREAS, the updated Master Fee Schedule would be effective once approved, with the exception of development impact fees, which would become effective 60 days after adoption pursuant to Government Code section 66017.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of San Rafael does hereby approve and authorize updates to the Master Fee Schedule, as reflected in Exhibit A attached hereto, to be effective January 1, 2025, unless otherwise noted.

I, LINDSAY LARA, Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the City Council of said City on Monday, the 16th of September 2024, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

LINDSAY LARA, City Clerk



City of San Rafael General Services

Service Name	Fee Description	Fee
Bad Check Charges		
NSF Check Processing	Flat Fee	\$ 25
Business Licenses		
Business Application Review - Home Occupation	Flat Fee	\$ 88
Business Application Review - Commercial Location	Flat Fee	\$ 118
Business Application Review - In Town Moving Fee (to Commercial)	Flat Fee	\$ 98
Business Application Review - In Town Moving Fee (to Residential)	Flat Fee	\$ 68
Business Application Review - Change of Ownership	Flat Fee	\$ 10
Regulatory License Processing - Gun Sales - Police Permit	Flat Fee	\$ 99
Regulatory License Processing - Gun Sales - Police Permit Renewal	Flat Fee	\$ 99
Payment Plan Processing	Flat Fee	\$ 36
Reproduction Work		
Photocopies - FPPC	Per Page	\$ 0.10
Photocopies - Other Public Documents	Per Page	\$ 0.15
Copies from Microfilming - Large Format Drawings (plans) - 1st Sheet	Flat Fee	\$ 4.50
Copies from Microfilming - Large Format Drawings (plans) - Additional Sheets	Each	\$ 1.50
Copies from Microfilming - Small Sheets (8 1/2 x 11)- 1st Sheet	Flat Fee	\$ 3
Copies from Microfilming - Small Sheets (8 1/2 x 11)- Additional Sheets	Each	\$ 0.15
City Clerk Documents		
City of San Rafael Municipal Code	Flat Fee	Cost per City Clerk
Certificate of Documents	Flat Fee	\$ 8
Certificate of Documents -- Copy Fees	Per Page	\$ 0.15
Special Services		
Public Use - Council Chambers - Including Sound	Flat Fee	\$ 205
RDA - Application Processing Special Events Permit - Non-Profits & BID	Flat Fee	\$ 41
RDA - Application Processing Special Events Permit - All Others	Flat Fee	\$ 82
RDA - Special Events Application Deposit - Refundable (Conditions Apply) - One Block or Plaza	Flat Fee	\$ 205
RDA - Special Events Application Deposit - Refundable (Conditions Apply) - Two or More Blocks	Flat Fee	\$ 369
RDA - Scouting of Film Location	Hourly	FBHR
Event Planning & Coordination	Hourly	FBHR

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions



City of San Rafael Police Services

Service Name	Fee Description	Fee
Fingerprinting		
Fingerprinting - Non-criminal	Flat Fee Listed + Applicable State & Federal Fees as Needed	\$ 12
Concealed Weapons		
Concealed Weapon Application Review - Subject to State Limitation	Flat Fee	\$ 100
Concealed Weapon Renewal Renew - Subject to State Limitation	Flat Fee	\$ 25
Response Services		
Alarm Permits - Registration / Renewal	Flat Fee	\$ 20
Failure to Register Alarm	Flat Fee	\$ 100
False Alarm Permits - 1st Response	Per Alarm in 12 Month Period	\$ 50
False Alarm Permits - 2nd Response	Per Alarm in 12 Month Period	\$ 100
False Alarm Permits - 3rd Response	Per Alarm in 12 Month Period	\$ 150
False Alarm Permits - 4th Response	Per Alarm in 12 Month Period	\$ 200
False Alarm Permits - 5th or More Response	Per Alarm in 12 Month Period	\$ 250
DUI Fees		
DUI Collision Restitution	Flat Fee	3rd Party Cost + Hourly (FBHR) - Max of \$12,000
Towing Services		
Towing Operator Investigations	Flat Fee Listed + Applicable State Fees	\$ 740
Administrative Tow Fee - Suspended	Flat Fee	\$ 327
Permits		
Parade Permits	Flat Fee	\$ 74
Special Events Permits	Flat Fee	Costs for Services Rendered
Billable Events		
Marin County Fair Support	Flat Fee	Overtime Costs of Police Personnel
Outside Event Billing	Flat Fee	Overtime Costs of Police Personnel Plus Cost of Traffic Control Setup
Police Support Services Fees		
Clearance Letter	Flat Fee	\$ 27
Subpoenas Duces Team		
Subpeona Processing (Civil & Deposition)	Flat Fee	\$ 15

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Not to Exceed \$15/hr Under Statutory Limitation



**City of San Rafael
Library Services**

Service Name	Fee Description	Fee
Late Fines		
Adult Fines	No Fine	\$ -
Children's Fines	No Fine	\$ -
Reserves - ILL (Inter Library Loan)		
Reserve*	Each	50%
ILL - MARINet Consortium		Included in Reserve Fee
ILL - North Bay Cooperative Library System (NBCLS)		Included in Reserve Fee
ILL - Outside Marin & NBCLS		Included in Reserve Fee
Lost/Damaged Items		
Adult Books, Videos, Audio Tapes, Compact Discs	Flat Fee Listed + Cost	\$ 8
Children's Books, Videos, Audio Tapes, Compact Discs	Flat Fee Listed + Cost	\$ 8
Replacement Library Card	No Fee	\$ -
Magazines	Each	Cover Price of Magazine(s)

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Compared to the fee approved by MARINet, pay whichever is less



City of San Rafael
Fire Prevention & Inspection Services

Service Name	Fee Description	Fee	Recovery %
Fire Inspections			
Nuisance Alarm Fee	Engine Company FBHR, 2 Hr. Min.	\$ 422	100%
Short-Term Rental Inspection	Flat Fee	\$ 129	100%
Excessive Public Assist Calls	Flat Fee	\$ 422	100%
Fire Inspections - Operational Permits			
Aerosol Products	Flat Fee	\$ 257	100%
Amusement Buildings	Flat Fee	\$ 257	100%
Aviation Facilities	Flat Fee	\$ 257	100%
Carnivals and Fairs	Flat Fee	\$ 257	100%
Cellulose Nitrate Film	Flat Fee	\$ 257	100%
Combustible Dust-Producing Operations	Flat Fee	\$ 257	100%
Combustible Fibers	Flat Fee	\$ 257	100%
Compressed Gases	Flat Fee	\$ 257	100%
Covered Mall Buildings	Flat Fee	\$ 257	100%
Cryogenic Fluids	Flat Fee	\$ 257	100%
Cutting and Welding	Flat Fee	\$ 257	100%
Dry Cleaning Plants	Flat Fee	\$ 257	100%
Exhibits and Trade Shows	Flat Fee	\$ 257	100%
Explosives	Flat Fee	\$ 257	100%
Blasting - First	Flat Fee	\$ 257	100%
Blasting - Each Additional	Each	\$ 129	100%
Fire Hydrants and Valves	Flat Fee	\$ 257	100%
Flammable and Combustible Liquids	Flat Fee	\$ 257	100%
Floor Finishing	Flat Fee	\$ 257	100%
Fruit and Crop Ripening	Flat Fee	\$ 257	100%
Fumigation and Thermal Insecticidal Fogging	Flat Fee	\$ 257	100%
Hazardous Materials	Flat Fee	\$ 257	100%
HPM Facilities	Flat Fee	\$ 257	100%
High-piled Storage	Flat Fee	\$ 257	100%
Hot Work Operations	Flat Fee	\$ 257	100%
Industrial Ovens	Flat Fee	\$ 257	100%
Lumber Yards and Woodworking Plants	Flat Fee	\$ 257	100%
Liquid-or Gas-fueled Vehicles or Equipment in Assembly Buildings	Flat Fee	\$ 257	100%
LP-Gas	Flat Fee	\$ 257	100%
Magnesium	Flat Fee	\$ 257	100%
Miscellaneous Combustible Storage	Flat Fee	\$ 257	100%
Open Burnings	Flat Fee	\$ 257	100%
Open Flames and Torches	Flat Fee	\$ 257	100%
Open Flames and Candles	Flat Fee	\$ 257	100%
Organic Coatings	Flat Fee	\$ 257	100%
Places of Assembly	Flat Fee	\$ 257	100%
Private Fire Hydrants	Flat Fee	\$ 257	100%
Pyrotechnic Special Effects Material	Flat Fee	\$ 257	100%
Public Fireworks Displays	Flat Fee	\$ 2,188	100%
Pyroxylin Plastics	Flat Fee	\$ 257	100%
Refrigeration Equipment	Flat Fee	\$ 257	100%
Repair Garages and Motor Fuel-Dispensing Facilities	Flat Fee	\$ 257	100%
Rooftop Heliports	Flat Fee	\$ 257	100%
Spraying or Dipping	Flat Fee	\$ 257	100%
Storage of Scrap Tires and Tire Byproducts	Flat Fee	\$ 257	100%
Temporary Membrane Structures and Tents	Flat Fee	\$ 257	100%
Tire-Rebuilding Plants	Flat Fee	\$ 257	100%
Waste Handling	Flat Fee	\$ 257	100%
Wood Products	Flat Fee	\$ 257	100%
Other Special Hazard Operations or Use	Flat Fee	\$ 257	100%
*Multiple Operational Permits	First permit at full price, each additional at 50% of schedule above	\$ -	100%
Fire Inspections - Construction Permits			
Automatic Fire-Extinguishing Systems	Flat Fee	\$ 322	100%
Fire Sprinkler System Single Family Dwelling	Base Fee Listed + \$4 per sprinkler	\$ 322	100%
Fire Sprinkler Systems With 10 Sprinklers or Less	Base Fee Listed + \$4 per sprinkler	\$ 322	100%
Fire Sprinkler Systems With 11 Sprinklers or More	Base Fee Listed + \$4 per sprinkler	\$ 322	100%
Backflow Preventer Assembly	Flat Fee	\$ 129	100%
Battery Systems	Flat Fee	\$ 322	100%
Compressed Gases	Flat Fee	\$ 322	100%
Emergency Response Radio Coverage System	Flat Fee	\$ 322	100%
Fire Alarm and Detection Systems and Related Equipment	Base Fee Listed + \$4 per sprinkler	\$ 322	100%
Fire Pumps and Related Equipment	Flat Fee	\$ 322	100%



**City of San Rafael
Fire Prevention & Inspection Services**

Service Name	Fee Description	Fee	Recovery %
Flammable and Combustible Liquids - 1st Tank	Flat Fee	\$ 322	100%
Flammable and Combustible Liquids - Each Add'l Tank	Each	\$ 161	100%
Hazardous Materials	Flat Fee	\$ 322	100%
Industrial Ovens	Flat Fee	\$ 322	100%
LP-Gas	Flat Fee	\$ 322	100%
Private Fire Hydrant	Flat Fee	\$ 322	100%
Spraying or Dipping Process	Flat Fee	\$ 322	100%
Standpipe System	Flat Fee	\$ 322	100%
Temporary Membrane Structures and Tents	Flat Fee	\$ 322	100%
Underground Fireline	Flat Fee	\$ 322	100%
Vegetation Management Fire Protection Plan	Flat Fee	\$ 386	100%
Work (repair, replacement, relocation)	Flat Fee	\$ 161	100%
Fire Inspections - Other Fire Prevention Fees			
Consultation	Flat Fee -2 hour min	\$ 257	100%
Plans review	Flat Fee -2 hour min	\$ 257	100%
Inspection	Flat Fee -2 hour min	\$ 257	100%
Reinspection	Flat Fee -2 hour min	\$ 257	100%
Investigation Fee for Performing Work Without an Approved Permit	Flat Fee	2x Normal Permit Fee + Permit Fee	100%
Inspections Outside Normal Work Hours - Early or Late Inspections on Normal Work Days	Flat Fee	\$ 367	100%
Inspections Outside Normal Work Hours - Call Back or Weekend Inspections	Flat Fee	\$ 734	100%
Fire hydrant flow test and report	Flat Fee	\$ 257	100%
Exemption from the Vegetation Ordinance	Flat Fee	\$ 129	100%
Multi-Family dwelling inspections	Flat Fee	\$ 157	100%
Fire Inspections - SFM Fire Clearance Inspections			
Fire clearance inspection	Flat Fee	\$ 193	100%
Commercial Life Safety Inspections			
Business type 1	Per Year	\$ 32	100%
Business type 2	Per Year	\$ 64	100%
Business type 3	Per Year	\$ 129	100%
Business type 4	Per Year	\$ 257	100%
Reinspection (After 2nd Reinspection)	Each	\$ 129	100%
Fire and Life Safety Plan Checks			
Fire Code Review of Building Permit	% of Building Plan Check Fee	50%	100%
Fire Services - Fire Inspections			
Liability for Persons Causing Emergencies	Flat Fee	Actual Cost	100%
Fire Watch	Flat Fee	Actual Cost	100%
Fire Services - Hazardous Materials			
Fire Code Related Hazardous Materials Inspections	Flat Fee	\$ -	100%
Hazardous Materials - Residential	Flat Fee	Actual Cost	100%
Consultative Services - Hazardous Materials	Flat Fee	\$ -	100%
Fire Services - Fire Reports			
Fire Reports	Each	\$ 40	100%
Fire Services - Emergency Medical Services			
ALS Bundled Base Rate*	Flat Fee	\$ 2,830	75%
BLS Bundled Base Rate*	Flat Fee	\$ 2,830	75%
First Responder Fee*	Flat Fee	\$ 488	75%
Oxygen*	Flat Fee	\$ 214	75%
Mileage*	Per Mile	\$ 67	75%
Treat No Transport*	Flat Fee	\$ 577	75%
Fire Services			
Fire/EMS Training and Education	Flat Fee	Hourly (FBHR) + Cost of Supplies/Materials	100%
Fire Protection Services - CSA #19**	Flat Fee	Per Contract	100%
Wet Chem Hood System	Flat Fee	\$ 306	100%

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Emergency Medical Services - Fees may include ambulance dispatch and fuel surcharge (mileage) component.

** Based on an agreement with County Service Area 19 (unincorporated San Rafael)



**City of San Rafael
Planning Services**

Service Name	Fee Description	Fee	Recovery %
Streamlined Housing Development			
SB 330 Preliminary Application**	Deposit**	\$ 2,135	100%
SB 9 Housing Development Application**	Deposit**	\$ 5,773	100%
SB 9 Lot Split	Flat Fee	\$ 13,776	100%
SB 35 Housing Development Application**	Deposit**	\$ 15,152	100%
Subdivision			
Lot Line Adjustment & Merger	Flat Fee	\$ 6,219	100%
Small Subdivision	Flat Fee	\$ 13,776	100%
Tentative Map / Subdivision Map	Deposit*	\$ 18,004	100%
Map Amendment and Extensions	Flat Fee	\$ 8,019	100%
Certificates of Compliance	Flat Fee	\$ 5,776	100%
Exception (Subdivision Ordinance)	Flat Fee	\$ 6,920	100%
Planning Policy			
General Plan Amendment	Deposit*	\$ 18,313	100%
Development Agreement	Deposit*	\$ 29,284	100%
Rezoning/Pre-Zoning/Preannexation	Deposit*	\$ 18,313	200%
Planned Development District	Deposit*	\$ 19,326	100%
Use Permit			
Use Permit - Administrative/Temporary	Flat Fee	\$ 1,883	100%
Use Permit - Zoning Administrator	Flat Fee	\$ 2,771	60%
Use Permit - Planning Commission	Flat Fee	\$ 9,024	100%
Variations			
Minor Variance - Zoning Administrator	Flat Fee	\$ 4,339	100%
Variance - Planning Commission	Flat Fee	\$ 9,024	100%
Reasonable Accommodation Request	Flat Fee	\$ 987	26%
Exception (Zoning)	Flat Fee	\$ 1,883	100%
Exception (Hillside)	Flat Fee	\$ 2,807	100%
Design Review			
Design Review (Administrative)	Flat Fee	\$ 3,008	100%
Design Review - Zoning Administrator	Flat Fee	\$ 5,773	100%
Design Review - Planning Commission	Flat Fee	\$ 15,511	100%
Sign Review			
Sign Review - Staff	Flat Fee	\$ 255	100%
Sign Program - Minor (Staff)	Flat Fee	\$ 1,431	100%
Sign Program - Major (Planning Commission)	Flat Fee	\$ 8,229	100%
Sign Review - Minor Exception	Flat Fee	\$ 1,431	100%
Sign Review - Major Exception	Flat Fee	\$ 8,229	100%
Temporary Banner Permit	Flat Fee	\$ 191	100%
Appeal Fees			
Appeals to Planning Commission - Non-Applicant (Resident)	Flat Fee	\$ 358	5%
Appeals to Planning Commission - Applicant or Non-Resident	Deposit*	\$ 5,119	65%
Appeals to City Council - Non-Applicant (Resident)	Flat Fee	\$ 358	4%
Appeals to City Council - Applicant or Non-Resident	Deposit*	\$ 5,119	57%
Environmental Review			
Negative Declaration	Deposit*	\$ 18,076	100%
Environmental Impact Report	Flat Fee	Consultant Cost +25%	100%
Monitoring of Mitigation Measures And Conditions of Approval	Deposit*	\$ 6,625	100%
Other Planning Services			
Pre Application Meeting/Letter	Flat Fee	\$ 2,135	30%
Licensing Agreement (Outdoor Dining)	Flat Fee	\$ 1,758	100%
Certificate of Appropriateness for Alteration of Historic Structure	Deposit*	\$ 9,780	100%
Certificate of Public Convenience and Necessity for Alcoholic Beverage License	Deposit*	\$ 3,063	100%
Neighborhood Meeting	Deposit*	\$ 2,862	100%
Contract Planner/Consultant Administration	Flat Fee	Consultant Cost +10%	100%
Building Permit - Plan Checks	% of Permit Fee	20%	100%
Planning/Zoning Research	Deposit*, Per Hour	\$ 161	100%
General Plan Maintenance Fee	% of Permit Fee	35%	100%
Planning Review of Building Permits - Multi-Family	% of Permit Fee	10%	50%
Planning Review of Building permits - All Others	% of Permit Fee	20%	100%
Archaeology Referral	Flat Fee	\$ 82	100%
Zoning Verification Letter	Per 1.5 Hours	\$ 240	100%
Small Wireless Facilities	Deposit*	\$ 5,088	100%
Wireless Communication Facilities	Flat Fee	\$ 1,024	100%

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Consultant costs will be charged to the deposit account plus 25% to cover contract administration and review of consultant work product.

** Deposit to be charged on an hourly basis

Note: Multiple application discount: when multiple applications are filed simultaneously, a 25% discount on each deposit-based application type will apply.



**City of San Rafael
Building & Safety Services**

Service Name	Fee Description	Fee	Recovery %	Incremental Fees to Add to Base Fee	
Valuation-Based Building Permit Fees					
Up to \$2,000.00	Flat Fee	\$ 253.00	100%		
\$2,000.01 to \$25,000	Base Fee	\$ 253.00	100%	\$ 24	per each additional \$1,000 above \$2,000
\$25,000.01 to \$50,000.00	Base Fee	\$ 805.00	100%	\$ 11.55	per each additional \$1,000 above \$25,000
\$50,000.01 to \$100,000.00	Base Fee	\$ 1,093.75	100%	\$ 16.07	per each additional \$1,000 above \$50,000
\$100,000.01 to \$500,000.00	Base Fee	\$ 1,897.25	100%	\$ 7.36	per each additional \$1,000 above \$100,000
\$500,000.01 to \$1,000,000.00	Base Fee	\$ 4,841.25	100%	\$ 13.56	per each additional \$1,000 above \$500,000
\$1,000,000.01 to \$5,000,000.00	Base Fee	\$ 11,621.25	100%	\$ 4.19	per each additional \$1,000 above \$1M
Greater than \$5,000,000.00	Base Fee	\$ 28,381.25	100%	\$ 4.19	per each additional \$1,000 above \$5M
Valuation-Based Plan Check Fees					
Building/Structural	% of Bldg Pmt		65%		
Energy	% of Bldg Pmt		10%		
Additional Plan Review	Hourly, 1/2 hr. min.	\$ 184	100%		
Renewables¹					
Photovoltaic Residential System - 15kW or less	Base Fee	\$ 450	n/a		
Photovoltaic Residential System - Larger than 15kW	Base Fee + Rate/kW	\$450 + \$15 per kW above 15kW	n/a		
Photovoltaic Commercial System - 50kW or less	Base Fee	\$ 1,000	n/a		
Photovoltaic Commercial System - 51kW - 250kW	Base Fee + Rate/kW	\$1,000 + \$7 per kW above 50kW	n/a		
Photovoltaic Commercial System - Larger than 250kW	Base Fee + Rate/kW	\$2,400 + \$5 per kW above 250kW	n/a		
Solar Thermal Residential System - 10kW or less	Base Fee	\$ 450	n/a		
Solar Thermal Residential System - Larger than 10kW	Base Fee + Rate/kW	\$450 + \$15 per kW above 10kW	n/a		
Solar Thermal Commercial System - 30kW or less	Base Fee	\$ 1,000	n/a		
Solar Thermal Commercial System - 31kW - 260kW	Base Fee + Rate/kW	\$1,000 + \$7 per kW above 30kW	n/a		
Solar Thermal Commercial System - Larger than 260kW	Base Fee + Rate/kW	\$2,610 + \$5 per kW above 260kW	n/a		
Mechanical, Electrical and Plumbing Permits					
See Exhibits A2, A3 and A4					
Residential Building Reports (Non-Refundable)					
Appeal	Flat Fee	\$ 102	50%		
Single Family, Duplex (per unit)	Flat Fee	\$ 358	75%		
Multi-Family - First Unit	Flat Fee	\$ 338	71%		
Multi-Family - Each Additional Unit	Each	\$ 41	100%		
Condominiums	Flat Fee	\$ 358	75%		
Other Fees					
Inspections Outside Normal Hours - After Hours	Hourly, 2 hr min.	\$ 275	100%		
Inspections Outside Normal Hours - Weekends/Holidays	Hourly, 2 hr min.	\$ 367	100%		
Reinspection Fee	Hourly, 1 hr. min.	\$ 184	100%		
Administrative Review ³	Hourly, 1/2 hr. min.	\$ 198	100%		
Permit Renewal Fee (for expired permits) - 2 year permit	% of Permit	15%	75%		
Board of Appeals Fee	Flat Fee	\$ 1,024	17%		
Software Integration and Support fee ²	% Applied Against All Permit Fees	5%	100%		
Building Investigation Fee	Flat Fee	3x Building Permit Fee	100%		
Massage Establishment Operator Permits					
Certified Massage Establishment - Sole Proprietorship Registration (No Employees)	Flat Annual Fee Per Location	\$ 208	100%		
Certified Massage Establishment - Registration with Employees	Flat Annual Fee Per Location	\$ 297	100%		
Certified Massage Establishment - Changes to File/Business	Each	\$ 26	100%		
Certified Massage Establishment - Time Extension	% of Original Fee	50%	100%		
Short Term Rentals					
Short Term Rental Registration - First Year	Flat Fee	\$ 174	100%		
Short Term Rental - Renewal	Flat Fee	\$ 138	100%		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

1. Fee and Rate set by the State

2. New fee to fund new and routine upgrades to Permit Management System, Electronic Plan Review Software, Digital Inspection Software, Record Digitalization, Software integrations, and Enterprise Resource Planning System.

3. All planning and building permit submissions may be referred to third-party review by an external consultant or the City Surveyor at the discretion of CD staff. The applicant is responsible for reimbursement of any fees accrued by external consultants to be charged at \$194/hr

Note: State mandated charges will be added to the building permit fees pursuant to state law as follows, or as state law may hereafter be amended:

CA Green Building Fund:

\$4 for every \$100,000 valuation (minimum of \$1 regardless of valuation).

10% of surcharge retained by City for administrative costs, code enforcement education, etc., per statute Health & Safety Code Section 18931.6)

S.M.I.P.:

0.013% (\$13 per \$100,000) of valuation for residential occupancies of no more than 3 stories

0.028% (\$28 per \$100,000) of valuation for all other occupancies

5% of surcharge retained by the City for data utilization, seismic mapping, etc., per statute.

(Public Resources Code Section 2705)



EXHIBIT A2
City of San Rafael
Mechanical Permit Fees

Service Name	Fee Description	Fee
Furnace or Heater		
Up to 100,000 BTU	Flat Fee	\$ 20
Over 100,000 BTU	Flat Fee	\$ 25
Floor Furnace	Flat Fee	\$ 19
Wall Furnace, Unit Heater	Flat Fee	\$ 19
Furnace/AC Alteration or Repair	Flat Fee	\$ 19
Diffuser	Each	\$ 2
Gas Piping		
Up to 4 outlets	Flat Fee	\$ 6.45
Additional Outlets	Each	\$ 2
Boiler, Compressor, Refrigeration		
0-3 Hp 100M BTU	Flat Fee	\$ 20
4-15 Hp 100-500M BTU	Flat Fee	\$ 38
16-30 Hp 500-1000M BTU	Flat Fee	\$ 52
31-50 Hp 1000-1750M BTU	Flat Fee	\$ 77
Over 50Hp or 1750M BTU	Flat Fee	\$ 129
Air Handlers		
Under 10,000 CFM	Flat Fee	\$ 15
Over 10,000 CFM	Flat Fee	\$ 25
Other		
Evaporative Coolers	Flat Fee	\$ 15
Ventilation Hoods	Flat Fee	\$ 15
Appliance Vent or Fan	Flat Fee	\$ 10
Ventilation System - Not Part of Furnace	Flat Fee	\$ 15
Other Not Listed	Flat Fee	\$ 15
Special Inspection (Initial or Reinspection)	Flat Fee	\$ 69
Permit Fee		
Normal	Flat Fee	\$ 33
Supplemental	Flat Fee	\$ 10
Minimum	Flat Fee	\$ 128

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions



EXHIBIT A3
City of San Rafael
Electrical Permit Fees

Service Name	Fee Description	Fee
New Residential Construction/Addition		
Multi Family	Per SQFT	\$ 0.070
Single Fmily	Per SQFT	\$ 0.079
Photovoltaic Systems		
Residential	Flat Fee	\$ 174
Commercial	Flat Fee	\$ 992
Carnivals & Circuses		
Generators, Electric Slides	Flat Fee	\$ 33
Booths	Each	\$ 10
Outlets: Plugs & Switches		
First 20	Each	\$ 2
Each Additional	Each	\$ 1.05
Fixtures		
First 20	Each	\$ 2
Each Additional	Each	\$ 1.05
Pole Lights	Each	\$ 2
Appliances < 1 (Hp) (KW) (KVA)		
Residential	Each	\$ 6.45
Non-Residential	Each	\$ 6.45
Power Apparatus (Hp or KW)		
Up to 1	Each	\$ 6.45
Over 1 but Not Over 10	Each	\$ 17
Over 10 but Not Over 50	Each	\$ 34
Over 50 but Not Over 100	Each	\$ 69
Over 100	Each	\$ 104
Signs, One Circuit		
Circuit or Subfeed	Each	\$ 25
Services		
< 600V, up to 200A	Flat Fee	\$ 38
< 600V, 200A to 1000A	Flat Fee	\$ 77
> 600V or over 1000A	Flat Fee	\$ 155
Additional Meters	Each	\$ 10
Other		
Busways 100 ft of fraction	Each	\$ 10
Swimming Pools	Flat Fee	\$ 69
Temporary Power Pole	Flat Fee	\$ 33
Temporary Lighting, Christmas Tree Lots	Flat Fee	\$ 17
Miscellaneous Apparatus/Panels	Flat Fee	\$ 25
Special Inspection (Initial or Reinspection)	Hourly	FBHR
Permit Fee		
Normal	Flat Fee	\$ 33
Supplemental	Flat Fee	\$ 10
Minimum	Flat Fee	\$ 128

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions



EXHIBIT A4
City of San Rafael
Plumbing Permit Fees

Service Name	Fee Description	Fee
Gas Piping		
Outlets - Includes up to 5 outlets	Flat Fee	\$ 7
Additional Outlets	Each	\$ 2
Backflow Prevention		
2" or less	Flat Fee	\$ 10
Over 2"	Flat Fee	\$ 21
Medical Gas System		
Outlets - Includes up to 5 outlets	Flat Fee	\$ 70
Additional Outlets	Each	\$ 7
Other		
Water Closets	Flat Fee	\$ 10
Wash Basins	Flat Fee	\$ 10
Tubs/Showers	Flat Fee	\$ 10
Sinks	Flat Fee	\$ 10
Floor Drains	Flat Fee	\$ 10
Grease Trap	Flat Fee	\$ 10
Other Fixtures or Traps	Flat Fee	\$ 10
Sewage Ejector	Flat Fee	\$ 56
Building Sewer	Flat Fee	\$ 21
Private Sewage System	Flat Fee	\$ 56
Water Heater	Flat Fee	\$ 10
Water Piping	Flat Fee	\$ 10
Repair, Waste & Vents	Flat Fee	\$ 10
Vacuum Breaker 1 - 2	Flat Fee	\$ 7
Rainwater System (inside)	Per Drain	\$ 10
Graywater System	Flat Fee	\$ 56
Lawn Sprinkler System	Flat Fee	\$ 10
Special Inspection (Initial or Reinspection)	Hourly	FBHR
Permit Fee		
Normal	Flat Fee	\$ 33
Supplemental	Flat Fee	\$ 10
Minimum	Flat Fee	\$ 128

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions



City of San Rafael
Public Works Services

Service Name	Fee Description	Fee
Document/Information Services		
8.5" x 11"	Per Page	\$ 0.15
11" x 17"	Per Page	\$ 0.20
Public Records Request ¹	Per Page	\$ 0.15
Property Information Request	Per Request	\$ 213
Flood Plain Letter Response	Per Response	\$ 232
Custom Map/ Document Production	Per Hour	True Hourly
Transportation Services		
Oversize Load Review - Single Trip*	Flat Fee	\$ 16
Oversize Load Review - Annual*	Flat Fee	\$ 94
Oversize Load Review - Repetitive (6 Month Max)*	Flat Fee	\$ 94
Police Escort Services	Base Fee Listed + Hourly, 2 hrs. min.	\$ 356
Utility/Special District Encroachment Permits		
Encroachment Permit - Includes Review of 1 Traffic Control Plan (TCP)	Flat Fee	\$ 1,009
Each Additional Review of TCP	Each	\$ 421
Temporary Encroachment Permit ²		
Small - Debris or Moving Boxes and Parking Changes	Flat Fee	\$ 51
Standard - All Other (Up to \$20K of improvements/Infrastructure. Greater than \$20k See Right-Of-Way Improvements Section)	Flat Fee	\$ 367
Other Encroachment Permits		
Minor Continuing Encroachment Permits	Flat Fee	\$ 505
Revocable License Agreements for Major Continuing Encroachment	Flat Fee	\$ 2,493
PW Review of Building and Planning Permit ³		
Full Review ⁴	Per Review	\$ 465
Over the Counter Review	Per Review	\$ 116
Construction Inspection - Onsite Improvements	When Required, Per Inspection	\$ 168
Flood Zone Project	Flat Fee	\$ 348
E.12 Regulated Project/Stormwater Control Plan	Flat Fee	\$ 1,161
Consultant 3rd Party Review	Flat Fee	Actual Cost + 20% Admin. Fee
City Surveyor Review	Flat Fee	Consultant Actual Cost + 20% Admin. Fee
Parcel Map Plan Check (Minor Subdivision)	Deposit + Hourly	\$ 1,161
Final Map Plan Check (Major Subdivision)	Deposit + Hourly	\$ 1,858
Lot Line Adjustment Review	Deposit + Hourly	\$ 1,161
Tentative Map Review	Deposit + Hourly	\$ 1,858
Easement Review	Deposit + Hourly	\$ 1,161
Right-of-Way Improvements/Infrastructure - Plan Checking and Inspection		
\$0 - \$20k Cost of Improvements	Flat Fee	See Temp. Encroachment Permits Section
\$20k - \$50k Cost of Improvements	Flat Fee	\$ 632
\$50k - \$100k Cost of Improvements	Flat Fee	\$ 1,265
\$100k+ Cost of Improvements	Deposit Listed + Hourly	\$ 5,059
Grading Permits - Plan Check and Inspections (includes NPDES)		
Permit and Plan Check	Flat Fee	\$ 800
Seasonal Grading Inspections (Rain Seasons)	Per Rainy Season (Oct 15 - Apr 15)	\$ 1,600
Water Use Permits		
Water Course Permits	Flat Fee	\$ 465
Tide Land Permits - Dredged Material	Flat Fee	\$ 632
Tide Land Permits - Other Tidelands Permits	Deposit Listed + Hourly	\$ 632
Streetary Permits		
Application Fee	Flat Fee	\$ 2,047
Annual Encroachment Lease Fee	Flat Annual Fee	\$ 3,685
Deposit	Flat Fee	\$ 2,047
Special Studies		
Special Studies (Reimbursement)	Flat Fee	Actual Cost + 20% Surcharge



**City of San Rafael
Public Works Services**

Service Name	Fee Description	Fee
Other Fees		
Special Event Setup	Flat Fee	Actual Cost of Labor & Materials
Special Event Traffic Control Plan	Flat Fee	Staff Time Actual Cost

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Set by the State

1. Public Records Request fees may be waived at the City's sole discretion for requests totaling fewer than 50 pages per request.
2. Temporary Encroachment Permit Fees: there is no charge for debris boxes if placed on private property.
3. PW Review of Building & Planning Permit - All planning and building permit submissions may be referred to third-party review by an external consultant or the City Surveyor at the discretion of Department of Public Works staff. The applicant is responsible for reimbursement of any fees accrued by external consultants or City Surveyor.
4. Fee is per review. Fee may be charged several times if there are multiple reviews of the project.



**City of San Rafael
Recreation Services**

Service Name	Fee Description	Fee
Recreation Programs		
Contract Programs & Classes	Variable	City Retains Between 20 and 40% of Cost of Program Provider as fee - Subject to Individual Negotiation
Facilities Reservations Fees	See Exhibit H	
Falkirk Reservation Fees	See Exhibit H	
Aquatics Fees	See Exhibit H	
Misc. Fees	See Exhibit H	
Child Care Programs		
Child Care Programs (Non-Grant)	See Exhibit K	

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions



EXHIBIT H
City of San Rafael
Recreation Fees

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
08.00.02 - Facility Reservation Fees			
Miscellaneous Facility Fees			
Refundable reservation/damage deposit for San Rafael Auditorium	Flat Rate	\$1,000	\$1,000
Refundable reservation/damage deposit for San Rafael Clubrooms	Per room	\$100	\$100
Refundable reservation/damage deposit for Boro Auditorium/Gym	Flat Rate	\$500	\$1,000 (commercial use, non-resident private groups, and outside nonprofits)
Refundable reservation/damage deposit for Boro Classrooms	Per room	\$100	\$100
Refundable reservation/damage deposit for Terra Linda Clubrooms	Per room	\$100	\$100
Staff attendant fee	Per Hour	\$32	\$32
San Rafael Community Center			
Auditorium			
Non-profit organizations	Per Hour (4 hr min Sat & Sun)	\$107	\$118
Private use & non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	\$130	\$143
Commercial groups	Per Hour (4 hr min Sat & Sun)	\$154	\$170
Clubroom, Lounge			
Non-profit organizations	Per room, per hour	\$33	\$36
Private use & non-profit fundraising events	Per room, per hour	\$43	\$47
Commercial groups	Per room, per hour	\$60	\$66
Kitchen with Facility Rental			
Non-profit organizations	Flat Rate	\$130	\$143
Private use & non-profit fundraising events	Flat Rate	\$163	\$179
Commercial groups	Flat Rate	\$194	\$214
Lonatense Garden (fees apply if not in conjunction with Auditorium Rental)			
Non-profit organizations	Per Hour	\$27	\$30
Private use & non-profit fundraising events	Per Hour	\$38	\$42
Commercial groups	Per Hour	\$48	\$53
Albert J Boro Community Center			
Auditorium/Multi-Purpose Room			
Non-profit organizations	Per Hour (4 hr min Sat & Sun)	\$53	\$59
Resident private use & non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	\$65	NA
Non-Resident private use & outside non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	NA	\$124
Commercial groups	Per Hour (4 hr min Sat & Sun)	\$141	\$155
Classroom			
Non-profit organizations	Per room, per hour	\$17	\$19
Resident private use & non-profit fundraising events	Per room, per hour	\$22	NA
Non-Resident private use & outside non-profit fundraising events	Per room, per hour	NA	\$47
Commercial groups	Per room, per hour	\$60	\$66
Kitchen with Facility Rental			
Non-profit organizations	Flat Rate	\$65	\$72
Resident private use & non-profit fundraising events	Flat Rate	\$81	NA
Non-Resident private use & outside non-profit fundraising events	Flat Rate	NA	\$173
Commercial groups	Flat Rate	\$194	\$214
Gymnasium			
Non-profit organizations	Per Hour (4 hr min Sat & Sun)	\$43	\$47
Private use & non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	\$55	\$60
Commercial groups	Per Hour (4 hr min Sat & Sun)	\$81	\$89
Terra Linda Community Center			
Clubroom			
Non-profit organizations	Per room, per hour	\$33	\$36
Private use & non-profit fundraising events	Per room, per hour	\$43	\$47
Commercial groups	Per room, per hour	\$60	\$66



EXHIBIT H
City of San Rafael
Recreation Fees

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
Kitchen			
Non-profit organizations	Flat Rate	\$55	\$60
Private use & non-profit fundraising events	Flat Rate	\$65	\$72
Commercial groups	Flat Rate	\$76	\$83

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
08.00.03 - Falkirk Cultural Center Reservation Fees			
Monday - Thursday Reservations			
Non-profit organizations	Per Hour (2 hour minimum)	\$118	\$130
Private use & non-profit fundraising	Per Hour (2 hour minimum)	\$178	\$196
Commercial groups	Per Hour (2 hour minimum)	\$237	\$261
Refundable reservation/damage deposit	Flat Rate	\$1,000	\$1,000
Friday or Sunday Reservations			
Non-profit organizations	6 hours	\$1,066	\$1,173
Private use & non-profit fundraising	6 hours	\$1,600	\$1,760
Commercial groups	6 hours	\$2,132	\$2,345
Refundable reservation/damage deposit	Flat Rate	\$1,000	\$1,000
Saturday Reservations			
Non-profit organizations	10 hours	\$1,777	\$1,954
Private use & non-profit fundraising	10 hours	\$2,666	\$2,932
Commercial groups	10 hours	\$3,554	\$3,909
Refundable reservation/damage deposit	Flat Rate	\$1,000	\$1,000
Long-Term Rentals			
Non-profit organizations	Per Hour	\$118	\$193
Private use & non-profit fundraising	Per Hour	\$178	\$277
Commercial groups	Per Hour	\$237	\$363
Refundable reservation/damage deposit	Flat Rate	\$100	\$100
Falkirk Estate Extra Hours - Fridays, Saturdays, or Sundays			
Commercial groups	Per Hour	\$355	\$391
Private use & non-profit fundraising	Per Hour	\$267	\$293

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
08.00.04 - Aquatics Program Fees			
Regular Season Pool Passes			
Adult (18 - 61 years)	Memorial Day - Labor Day Season Pass	\$166	\$182
Youth (1 - 17 years) & Seniors (62+ years)	Memorial Day - Labor Day Season Pass	\$118	\$130
Under 1 year old	Memorial Day - Labor Day Season Pass	Free	Free
Regular Season Daily Admission Drop-in (Lap & Rec Swim)			
Adult (18 - 61 years)	Daily Drop-In Admission	\$9	\$12
Youth (1 - 17 years) & Seniors (62+ years)	Daily Drop-In Admission	\$7	\$10
Under 1 year old	Daily Drop-In Admission	Free	Free
Regular Season Punch Pass (15 admissions)			
Adults (Age 18-61)	15-admissions	\$115	\$153
Youth (age 1-17) & Seniors (62+ years)	15-admissions	\$89	\$128
Regular Season Pool Area Rentals			
Rental of Terra Linda Community Pool facility	Per hour (2 hour minimum; includes 2 lifeguards)	\$143	NA
San Rafael non-profit group rental of Terra Linda Community Pool Facility	Per hour (2 hour minimum; includes 2 lifeguards)	\$143	NA
Outside non-profit rental of Terra Linda Community Pool Facility	Per hour (2 hour minimum; includes 2 lifeguards)	NA	\$178
Commercial Group rental of Terra Linda Community Pool Facility	Per hour (2 hour minimum; includes 2 lifeguards)	NA	\$237
Lifeguard fee (group rentals of more than 50 participants)	Per additional guard required at 1:25 ratio	\$30	\$30
Water Inflatable Fee	Per hour	\$47	\$57
Picnic Tables (2 hr minimum, attendees will be charged at Resident rates for pool entry)	Per hour	\$49	\$54
Indoor Party Room (3 hr block, includes 30 entries)	Flat Rate	\$415	\$437



EXHIBIT H
City of San Rafael
Recreation Fees

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
Regular Season Lane Rental Fees			
Lane Fee for Local Swim Teams - standard practice	Per Lane Per Hour	\$8	\$9
Lane Fee for Local Swim Teams - swim meets or practices for novice swimmers	Per Lane Per Hour	\$11	\$12
Lane Fee for Commercial Groups	Per Lane Per Hour	\$17	\$22
Swim Lesson Fees* (see note)			
Group Lessons - 30 minute	30 minute lesson	\$17	\$21
Group Lessons - 40 minute	40 minute lesson	\$20	\$23
Private Lessons - 30 minute	30 minute lesson	\$40	\$45
Private Lessons - Additional Child	Per additional child per lesson	\$17	\$21
Swim Lesson Session Packages			
Group Lessons - 30 minute	3 Lesson Session	\$53	\$58
Group Lessons - 30 minute	4 Lesson Session	\$71	\$78
Group Lessons - 40 minute	3 Lesson Session	\$62	\$68
Group Lessons - 40 minute	4 Lesson Session	\$83	\$91
Private Lessons - 30 minute	3 Lesson Session	\$124	\$137
Private Lessons - 30 minute	4 Lesson Session	\$166	\$182
Fall/Winter Season Daily Admission Drop-in (Lap & Rec Swim)			
Lap Swim (Adult)	Per visit (drop-in)	\$13	\$16
Lap Swim (Senior/Youth)	Per visit (drop-in)	\$10	\$13
Fall/Winter Season Lane Rental Fees			
		Effective 10/1/24	
Lane Fee for Local Swim Teams - standard practice	Per Lane Per Hour	\$14	\$16
Lane Fee for Local Swim Teams - swim meets or practices for novice swimmers	Per Lane Per Hour	\$19	\$21
Lane Fee for Commercial Groups	Per Lane Per Hour	\$31	\$35
Fall/Winter Season Punch Pass (10-Admissions)			
		Effective 10/1/24	
Adult (10% discount)	10-punch	\$121	\$144
Senior/Youth (10% discount)	10-punch	\$88	\$117

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
08.00.05 - Park & Field Fees			
Athletic Field Fees			
Albert Park Stadium All Field			
Non-profit organizations	Per Hour	\$48	\$53
Private use & non-profit fundraising	Per Hour	\$60	\$66
Commercial groups	Per Hour	\$70	\$77
Game Field Prep	Flat Rate	\$33	\$36
Refundable reservation/damage deposit	Flat Rate	\$300	\$300
Lights (evening uses)	Per Hour	\$45	\$50
Pickleweed Field (per soccer field)			
Non-profit organizations	Per Hour	\$31	\$34
Private use & non-profit fundraising	Per Hour	\$37	\$41
Commercial groups	Per Hour	\$51	\$56
Refundable reservation/damage deposit	Flat Rate	\$300	\$300
Bernard Hoffman Field			
Non-profit organizations	Per Hour	\$22	\$24
Private use & non-profit fundraising	Per Hour	\$33	\$36
Commercial groups	Per Hour	\$43	\$47
Refundable reservation/damage deposit	Flat Rate	\$100	\$100
Victor Jones Field			
Non-profit organizations	Per Hour	\$22	\$24
Private use & non-profit fundraising	Per Hour	\$33	\$36
Commercial groups	Per Hour	\$43	\$47
Refundable reservation/damage deposit	Flat Rate	\$100	\$100
Park Facilities Fees			
Redwood Grove - Gerstle Park Picnic Area (3hr minimum)			
Non-profit organizations	Per Hour	\$33	\$36
Private use & non-profit fundraising	Per Hour	\$43	\$47
Commercial groups	Per Hour	\$55	\$60
Pickleweed Park Picnic Area (3hr min)			
Non-profit organizations	Per Hour	\$17	\$19



EXHIBIT H
City of San Rafael
Recreation Fees

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
Resident private use & non-profit fundraising events	Per Hour	\$22	NA
Non-Resident private use & non-profit fundraising events		NA	\$47
Commercial groups	Per Hour	\$55	\$60
Small Group Picnic Areas (Gerstle Park 1 & 2; Sun Valley, Victor Jones - Upper & Lower; Terra Linda; Santa Margarita; Frietas) (3hr min)			
Non-profit organizations	Per Hour	\$22	\$24
Private use & non-profit fundraising	Per Hour	\$33	\$36
Commercial groups	Per Hour	\$43	\$47
Turf/Black Top Areas			
Non-profit organizations	Per Hour	\$22	\$24
Private use & non-profit fundraising	Per Hour	\$33	\$36
Commercial groups	Per Hour	\$43	\$47
Park Rental for Special Event - Use of a full park for a special event; will create list of parks where this is allowed. (Daily Rate - additional facility attendant of trash pick up fees may be applied)			
Non-profit organizations	Per Day	\$541	\$595
Private use & non-profit fundraising	Per Day	\$649	\$714
Commercial groups	Per Day	\$757	\$833
Staff attendant fee	Per Hour	\$32	\$32
Tennis Court Fees			
Tennis Courts (Leagues/Tournament Play)			
Non-profit organizations	Per Court Per Hour	\$17	\$18
Private use & non-profit fundraising	Per Court Per Hour	\$22	\$24
Commercial groups	Per Court Per Hour	\$27	\$30
Lights (evening uses)	Per Hour	\$22	\$24
Tennis Keys			
Tennis keys - Adult (18+ years)	Per Year	\$55	\$60
Tennis keys - Youth (under 18)	Per Year	\$55	\$60
Tennis keys - seniors (60 and over)	Per Year	\$55	\$60
Community Garden Fees			
Community Garden annual fee (Terra Linda)			See Note for NR fee eligibility
Full Plot = 450' sq. ft.	Per Plot Per Year	\$144	\$158
Half-Plot = 225' sq. ft.	Per Plot Per Year	\$71	\$79
Community Garden annual fee (Canal)			
Full Plot = 50' sq. ft.	Per Plot Per Year	\$81	\$89
Half-Plot = 25' sq. ft.	Per Plot Per Year	\$41	\$45
<i>Note: San Rafael Community Gardens are for use by San Rafael residents only. Beginning 1/1/22, gardeners that moved out of San Rafael are no longer eligible to participate in this program. Current gardeners who moved out of San Rafael prior to January 1, 2022 were allowed to retain their garden plot.</i>			

Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee
08.00.06 - Miscellaneous Fees			
Vertical Banner	3-weeks	\$71	NA
Horizontal Banner - Cross Street	3-weeks	\$427	NA



**City of San Rafael
Administrative Citation Fees**

Muni	Service Name	Fee Description	Fee
	Chapter 4 Muni Code Regulations		
04.08.020	Uniform Fire Code Violation - Sections 103.43.2, 103.43.3, 103.43.4	Flat Fee	\$ 500
05.34.010	Riding Skateboard, Roller-Skates or EPAMD on Posted Sidewalk, Street, or Other Public Place		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
05.24.030	Riding Bicycle, Roller-Skates, Skateboard, or EPAMD on Sidewalk or Public Place In Violation of Vehicle/Pedestrian Right of Way		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
05.36.020	Pedestrian Failing to Use Crosswalk		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
05.36.030	Crossing Roadway at Other than Rigt Angles		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
05.36.040	Standing in Roadway		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
	Other Chapter 5 Muni Code Regulations		
05.12.050	Unauthorized Person Directing Traffic	Flat Fee	\$ 275
05.32.030	Vehicle Driven on Sidealk	Flat Fee	\$ 275
06.10.010	Marin County Animal Code - 8.04.179, 8.04.240, & 8.04.245		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
06.10.010	Marin County Animal Code		
	8.04.180	Flat Fee	\$ 325
	8.04.181	Flat Fee	\$ 325
	8.12.010	Flat Fee	\$ 325
	8.12.020	Flat Fee	\$ 325
06.10.030	Leash Violation		
	First Offense	Flat Fee	\$ 50
	Second & Additional Offense	Flat Fee	\$ 100
06.10.040	Dogs Prohibited at Downtown Farmer's Market & Other Special Events		
	First Offense	Flat Fee	\$ 50
	Regulations for Parks, etc.		
08.10.100 (F & I)	Destruction/Removal of Plants or Other Public Property	Flat Fee	\$ 500
08.10.090.E	Guns & Dangerous Instruments	Flat Fee	\$ 500
08.10.020-.050 & .080-.170	All Other - First Offense	Flat Fee	\$ 50
	All Other - Second Offense	Flat Fee	\$ 100
	All Other - Thrid & Additional Offense	Each	\$ 250
08.12.210	Trespassing Upon Private Property Prohibited		
	First Offense	Flat Fee	\$ 275
	Second & Additional Offense	Each	\$ 500
08.14.110	Smoking Ordinance Violation		
	First Offense	Flat Fee	\$ 100
	Second Offense	Flat Fee	\$ 200
	Thrid & Additional Offense	Each	\$ 500
08.30.020	Human Habitation of a Vehicle		
	First Offense	Flat Fee	\$ 50
	Second & Additional Offense	Each	\$ 200
	Other Chapter 8 Muni Code Regulations		
08.12.080	Bill Posting & Political Signs on Public Property Prohibited	Flat Fee	\$ 325
08.12.110	Unlawful to Place Obstructions on Sidewalks	Flat Fee	\$ 325
08.12.120	Duty to Trim Sidewalk Trees & Hedges	Flat Fee	\$ 275
08.12.170	Discharge of Gun, Pistols, & Other Weapons Prohibited	Flat Fee	\$ 500
08.13.030	Loud or Unusual Noise	Flat Fee	\$ 275
08.13.040	General Noise Limit	Flat Fee	\$ 275



**City of San Rafael
Administrative Citation Fees**

Muni	Service Name	Fee Description	Fee
08.35.030	Graffiti Ordinance	Flat Fee	\$ 250
09.12.030	Deposit/Maintenance of Offensive Substances		
	First Offense	Flat Fee	\$ 275
	Second & Additional Offense	Each	\$ 500
09.12.034	Littering in Public Places		
	First Offense	Flat Fee	\$ 50
	Second Offense	Flat Fee	\$ 100
	Thrid & Additional Offense	Each	\$ 250
	Other Chapter 9 Muni Code Regulations		
09.12.036	Merchant's Duty to Keep Sidewalks Free of Litter	Flat Fee	\$ 275
09.12.040	Maintenance of Weeds/Deleterious Growth Prohibited	Flat Fee	\$ 325
09.19.050	Dumping/Burying of Solid Waste Prohibited	Flat Fee	\$ 325
09.19.060	Accumulation of Solid Waste Prohibited	Flat Fee	\$ 325
09.19.070	Buring of Solid Waste Prohibited	Flat Fee	\$ 325
09.19.190	Weekly Garbage Service Required	Flat Fee	\$ 325
09.20.020	Dumping of Pollutants into Water Control System Prohibited	Flat Fee	\$ 500
09.22.050	Refusal to Pay Household Hazardous Waste Fee	Flat Fee	\$ 275
	Falsification of Household Hazardous Waste	Flat Fee	\$ 275
09.23.050	Falsification of Conditionally Exempt Small Quantity Generator Waste	Flat Fee	\$ 275
09.30.060	Discharge of Pollutants Prohibited	Flat Fee	\$ 500
	Chapter 10 Muni Code Regulations		
10.04.210	Business License Required	Flat Fee	\$ 325
	Chapter 12 Muni Code Regulations		
12.12 - 12.38	Building Regulations	Flat Fee	\$ 500
	Land Use Regulations		
14.04.020	Residential	Flat Fee	\$ 325
14.05.020 - .022	Commercial	Flat Fee	\$ 325
14.06.020	Industrial	Flat Fee	\$ 325
14.08.020	Marine Related	Flat Fee	\$ 325
14.09.020	Public/Quasi	Flat Fee	\$ 325
14.10.020	Parks/Open Space	Flat Fee	\$ 325
14.11.020	Water	Flat Fee	\$ 325
14.13.030	Wetland Overlay	Flat Fee	\$ 325
	Signs		
14.19.041	Permit Required	Flat Fee	\$ 325
14.19.053	Location, Placement, & Design	Flat Fee	\$ 325
14.19.070	Temporary Sign Standards	Flat Fee	\$ 325
14.19.080	Prohibited Signs	Flat Fee	\$ 325
	Other Chapter 14 Muni Code Regulations		
14.16.020	Accessory Structures	Flat Fee	\$ 500
14.16.140	Fences	Flat Fee	\$ 300
14.16.220	Home Occupation Ordinance	Flat Fee	\$ 325
14.16.250	Motor Vehicle Maintenance & Storage in Residential Districts	Flat Fee	\$ 275
14.16.285	Second Dwelling Unit Standards	Flat Fee	\$ 500
14.17.020	Animal Keeping	Flat Fee	\$ 325
14.22.070	Use Permits - Conditions of Approval	Flat Fee	\$ 325
14.23.060	Variances - Conditions of Approval	Flat Fee	\$ 325
14.24.050	Exceptions - Conditions of Approval	Flat Fee	\$ 325
14.25.020	Environmental Design Review Permits	Flat Fee	\$ 325
14.25.040	Improvements Subject to Review	Flat Fee	\$ 325
14.25.080	Environmental Design Review - Conditions of Approval	Flat Fee	\$ 325
14.30.040	Failure to Comply with Conditions of any Permit or Approval	Flat Fee	\$ 325
17.20.060	Obstruction in Water & Sunken Vessels		
	First Offense	Flat Fee	\$ 275
	Second & Additional Offense	Each	\$ 500
17.20.070	Dangerous & Disabled Vessels		
	First Offense	Flat Fee	\$ 275
	Second & Additional Offense	Each	\$ 500
17.30.010	Vessel Speed Restrictions	0	0
	First Offense	Flat Fee	\$ 50
	Second & Additional Offense	Each	\$ 100
	Other Chapter 17 Muni Code Regulations	0	0
17.10.030	Dredging, Dumping, Excavating, Constructing without a City Tidelands Permit	Flat Fee	\$ 500
17.20.050	Anchoring & Mooring Prohibited	Flat Fee	\$ 275
	Open Space Lands	0	0
19.10.060(10)	Destruction of Property	Flat Fee	\$ 500
19.10.060(18)	Hunting & Dangerous Weapons	Flat Fee	\$ 500



**City of San Rafael
Administrative Citation Fees**

Muni	Service Name	Fee Description	Fee
19.10.060(1-9)(11-17)(19-30)	Other Regulations - First Offense	Flat Fee	\$ 50
	Other Regulations - Second Offense	Flat Fee	\$ 100
	Other Regulations - Third & Additional Offense	Each	\$ 250

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions



EXHIBIT K
City of San Rafael
Childcare Fees

Fee Category	Unit of Measure	Fee Type	REGULAR FEE
08.06.10 - Childcare Program Fees			
Childcare Regular Fees	Effective 8/1/24		
Full Day Program	Day	Regular Rate	\$66
Preschool Tuition	Month	Regular Rate	\$1,739
Registration Fee	Annual	Regular Rate	\$84
Summer Kid's Camp	Week	Regular Rate	\$398
Childcare Afterschool Program Fees - Miller Creek School District Sites	Effective 8/1/24		
5 Days/wk	Month	Regular Rate	\$579
3 Days/wk	Month	Regular Rate	\$306
3 days/wk incl. Wed	Month	Regular Rate	\$376
Kindergarten Part Day (3 Days/Wk)	Month	Regular Rate	\$207
Kindergarten Part Day (4 Days/Wk)	Month	Regular Rate	\$264
Kindergarten Full Day (3 Days/Wk)	Month	Regular Rate	\$456
Kindergarten Full Day (5 Days/Wk)	Month	Regular Rate	\$782
Childcare Afterschool Program Fees - San Rafael City School District Sites	Effective 8/1/24		
5 Days/wk	Month	Regular Rate	\$596
3 Days/wk	Month	Regular Rate	\$329
3 days/wk incl. Wed	Month	Regular Rate	\$391



**City of San Rafael
Maintenance Services
Sewer & Drainage**

Service Name	Fee Description	Fee
Maintenance Services		
Sewer Service - San Rafael Sanitation District*		Full Cost Recovery Using Business Cost Study Data
Drainage - Storm Water**	Per EDU	\$ 28

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

** Subject to Negotiations with SRSD Board*

*** Subject to Proposition 218 Requirements*

City of San Rafael
General Services

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			No Change	CPI	Other	
Bad Check Charges						
NSF Check Processing	Flat Fee	\$ 25	\$ 25	2.37%		State Limit, no change
Business Licenses						
Business Application Review - Home Occupation	Flat Fee	\$ 88	\$ 88			No change ↓
Business Application Review - Commercial Location	Flat Fee	\$ 118	\$ 118			
Business Application Review - In Town Moving Fee (to Commercial)	Flat Fee	\$ 98	\$ 98			
Business Application Review - In Town Moving Fee (to Residential)	Flat Fee	\$ 68	\$ 68			
Business Application Review - Change of Ownership	Flat Fee	\$ 10	\$ 10			
Regulatory License Processing - Gun Sales - Police Permit	Flat Fee	\$ 99	\$ 99			
Regulatory License Processing - Gun Sales - Police Permit Renewal	Flat Fee	\$ 99	\$ 99			
Regulatory License Processing - Tobacco Permit	Flat Fee	\$ 48				
Regulatory License Processing - Tobacco Permit Renewal	Flat Fee	\$ 3				Now 100% through the State
Business License Renewal Processing	Each	\$ 12				With online process we no longer charge
Business License Listing	Each	\$ 12				With online process we no longer charge
Closing Out Sale Permit	Flat Fee	\$ 39				No longer process these permits
Closing Out Sale Permit - Renewal	Flat Fee	\$ 25				No longer process these permits
Payment Plan Processing	Flat Fee	\$ 35		\$ 36		
Agenda Fees						
Agenda Subscription Service	Flat Fee	\$ 74				Documents online for free
Minutes Subscription Service	Flat Fee	\$ 74				Documents online for free
Reproduction Work						
Photocopies - FPPC	Per Page	\$ 0.10	\$ 0.10			no change, industry standard
Photocopies - Other Public Documents	Per Page	\$ 0.15	\$ 0.15			no change, industry standard
Bound Reports	Flat Fee	Established at time of Production				no longer offer service
Annual Budget / CAFR / Audit	Flat Fee	Established at time of Production				available online for free
Copies from Microfilming - Large Format Drawings (plans) - 1st Sheet	Flat Fee	\$ 4.50	\$ 4.50			no change, industry standard
Copies from Microfilming - Large Format Drawings (plans) - Additional Sheets	Each	\$ 1.50	\$ 1.50			no change, industry standard
Copies from Microfilming - Small Sheets (8 1/2 x 11) - 1st Sheet	Flat Fee	\$ 3	\$ 3			no change, industry standard
Copies from Microfilming - Small Sheets (8 1/2 x 11) - Additional Sheets	Each	\$ 0.15	\$ 0.15			no change, industry standard
City Clerk Documents						
City of San Rafael Municipal Code	Flat Fee	Cost per City Clerk	Cost per City Clerk			
Certificate of Documents	Flat Fee	\$ 8		\$ 8		
Certificate of Documents -- Copy Fees	Per Page	\$ 0.15	\$ 0.15			no change, industry standard
Special Services						
Public Use - Council Chambers - Including Sound	Flat Fee	\$ 200		\$ 205		
Public Use - Council Chambers - No Sound	Flat Fee	\$ 175				No sound is not an option anymore
Banner Hanging - Downtown - Horizontal Banner	Each	\$ 275				Moved to REC (Reso 14944 = \$360)
Banner Hanging - Downtown - Vertical Banner with Min 1 Block	Each	\$ 20				Moved to REC (Reso 14944 = \$60)
RDA - Application Processing Special Events Permit - Non-Profits & BID	Flat Fee	\$ 40		\$ 41		
RDA - Application Processing Special Events Permit - All Others	Flat Fee	\$ 80		\$ 82		
RDA - Special Events Application Deposit - Refundable (Conditions Apply) - One Block or Plaza	Flat Fee	\$ 200		\$ 205		
RDA - Special Events Application Deposit - Refundable (Conditions Apply) - Two or More Blocks	Flat Fee	\$ 360		\$ 369		

City of San Rafael
 General Services

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
		Fee	No Change	CPI	Other	
RDA - Scouting of Film Location	Hourly	FBHR	FBHR			
Event Planning & Coordination	Hourly	FBHR	FBHR			

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

City of San Rafael
Police Services

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			No Change	CPI	Other	
Fingerprinting						
	Flat Fee Listed + Applicable State & Federal Fees as Needed	\$ 12		2.37%	\$ 12	
Concealed Weapons						
Concealed Weapon Application Review - Subject to State Limitation	Flat Fee	\$ 100	\$ 100			no change, per state limit
Concealed Weapon Renewal Renew - Subject to State Limitation	Flat Fee	\$ 25	\$ 25			no change, per state limit
Response Services						
Alarm Permits - Registration / Renewal	Flat Fee	\$ 74				updated program @ 3rd Party rates
Failure to Register Alarm	Flat Fee				\$ 100	NEW
False Alarm Permits - 1st & 2nd Response	Per Alarm in 12 Month Period	\$				1st & 2nd now seperated now with a cost per response
False Alarm Permits - 1st Response	Per Alarm in 12 Month Period				\$ 50	NEW
False Alarm Permits - 2nd Response	Per Alarm in 12 Month Period				\$ 100	NEW
False Alarm Permits - 3rd or More Response	Per Alarm in 12 Month Period	\$ 140				3rd, 4th, 5th+ now seperated now with a cost per response
False Alarm Permits - 3rd Response	Per Alarm in 12 Month Period				\$ 150	NEW
False Alarm Permits - 4th Response	Per Alarm in 12 Month Period				\$ 200	NEW
False Alarm Permits - 5th or more	Per Alarm in 12 Month Period				\$ 250	NEW
DUI Fees						
DUI Collision Restitution	Flat Fee	3rd Party Cost + Hourly (FBHR) - (Max of \$1,300 \$12,000)				Government Code 53155 now at max of \$12k
Towing Services						
Towing Operator Investigations	Flat Fee Listed + Applicable State Fees	\$ 740	\$ 740			no change
Administrative Tow Fee - Suspended	Flat Fee	\$ 327	\$ 327			no change
Permits						
Parade Permits	Flat Fee	\$ 74	\$ 74			no change
Special Events Permits	Flat Fee	Costs for Services Rendered	Costs for Services Rendered			
Billable Events						
Marin County Fair Support	Flat Fee	Overtime Costs of Police Personnel			Overtime Costs of Police Personnel Plus Cost of Traffic Control Setup	NEW
Outside Event Billing						
Police Support Services Fees						
Clearance Letter	Flat Fee	\$ 27	\$ 27			no change
Research Time	Hourly	-Actual Hours billed for Police & other personnel using FBHR, not to exceed \$15 per hour under statutory limitation-				already captured in the letter price
Subpoenas Duces Team						
Research Time	Hourly	-Police & Other Personnel FBHR as Billed-				not allowed by law to charge

City of San Rafael
Police Services

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			No Change	CPI	Other	
Duplicating Requiring Special Processing Subpoena Processing (Civil & Deposition)	Flat Fee	\$ 15		\$ 15		
Massage Establishments						
Operator Permit - Non-Certified Massage Establishment - 1st Location New Owner	Flat Fee	\$ 350				Non-certified massage is no longer allowed
Operator Permit - Non-Certified Massage Establishment - Additional Owner(s)	Each	\$ 350				Non-certified massage is no longer allowed
Operator Permit - Non-Certified Massage Establishment - Additional Location(s)	Each	\$ 350				Non-certified massage is no longer allowed
Operator Permit - Non-Certified Massage Establishment - Registered Employee(s)	Each	\$ 25				Non-certified massage is no longer allowed
Operator Permit - Non-Certified Massage Establishment - Renewal Per Location (assumes no change in owner(s) or location at time of renewal)	Each	\$ 175				Non-certified massage is no longer allowed
Massage Establishment - Certified no Employees (sole provider/sole proprietorship) - 1st Location - New Owner*	Flat Fee	\$ 350				Program run by Code Enforcement - Move to CE
Massage Establishment - Certified no Employees (sole provider/sole proprietorship) - Additional Location(s)*	Each	\$ 350				Program run by Code Enforcement - Move to CE
Massage Establishment - Certified no Employees (sole provider/sole proprietorship) - Renewal per Location*	Each	\$ 62.50				Program run by Code Enforcement - Move to CE
Fortune Tellers						
Fortune Teller Permit - Initial	Flat Fee	\$ 240				no longer a service
Fortune Teller Permit - Renewal	Flat Fee	\$ 62				no longer a service
Solicitors/Peddlers						
Mobile Vendor Permit - New Owner	Flat Fee	\$ 93				per state law cannot be issued, only business license
Mobile Vendor Permit - Additional Owner(s)	Each	\$ 93				per state law cannot be issued, only business license
Mobile Vendor Permit - Renewal	Flat Fee	\$ 93				per state law cannot be issued, only business license
Mobile Vendor Permit - Change/Replacement of Permit	Flat Fee	\$ 93				per state law cannot be issued, only business license
Mobile Vendor Permit - Additional Location(s)	Each	\$ 93				per state law cannot be issued, only business license
Taxi/Public Convenience						
Taxicab P-C	N/A	N/A				Program no longer ran by City

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Not to Exceed \$15/hr Under Statutory Limitation

* Annual Fee Applies to:

- a) a home-based business location where the massage establishment owner provides on-site and/or outcall services
- b) a commercial-based location where the massage establishment owner rents/leases commercial space shared with another

City of San Rafael

Library

Muni	Service Name	Fee Description	Current Fee	Proposed			Notes
			Fee	No Change	CPI	Other	
	Late Fines						
	Adult Fines	No Fine	\$ -	No Fine	2.37%		
	Children's Fines	No Fine	\$ -	No Fine			
	Reserves - ILL (Inter Library Loan)						
	Reserve*	Each	\$ 0.50	\$ 0.50			no change
	ILL - MARINet Consortium		Included in Reserve Fee	Included in Reserve Fee			
	ILL - North Bay Cooperative Library System (NBCLS)		Included in Reserve Fee	Included in Reserve Fee			
	ILL - Outside Marin & NBCLS		Included in Reserve Fee	Included in Reserve Fee			
	Lost/Damaged Items						
	Adult Books, Videos, Audio Tapes, Compact Discs	Flat Fee Listed + Cost	\$ 8	\$ 8			no change
	Children's Books, Videos, Audio Tapes, Compact Discs	Flat Fee Listed + Cost	\$ 8	\$ 8			no change
	Replacement Library Card	No Fine	\$ -	\$ -			no change
	Magazines	Each	Cover Price of Magazine(s)	Cover Price of Magazine(s)			

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* compared to the fee approved by MARINet, pay whichever is less

City of San Rafael

Fire

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
Fire Inspections							
Nuisance Alarm Fee	Engine Company FBHR, 2 Hr. Min.	\$ 413	100%		2.37% \$ 422		
Short-Term Rental Inspection	Flat Fee	\$ 126	100%		\$ 129		
Excessive Public Assist Calls	Flat Fee	\$ 413	100%		\$ 422		
Fire Inspections - Operational Permits							
Aerosol Products	Flat Fee	\$ 251	100%		\$ 257		
Amusement Buildings	Flat Fee	\$ 251	100%		\$ 257		
Aviation Facilities	Flat Fee	\$ 251	100%		\$ 257		
Carnivals and Fairs	Flat Fee	\$ 251	100%		\$ 257		
Cellulose Nitrate Film	Flat Fee	\$ 251	100%		\$ 257		
Combustible Dust-Producing Operations	Flat Fee	\$ 251	100%		\$ 257		
Combustible Fibers	Flat Fee	\$ 251	100%		\$ 257		
Compressed Gases	Flat Fee	\$ 251	100%		\$ 257		
Covered Mall Buildings	Flat Fee	\$ 251	100%		\$ 257		
Cryogenic Fluids	Flat Fee	\$ 251	100%		\$ 257		
Cutting and Welding	Flat Fee	\$ 251	100%		\$ 257		
Dry Cleaning Plants	Flat Fee	\$ 251	100%		\$ 257		
Exhibits and Trade Shows	Flat Fee	\$ 251	100%		\$ 257		
Explosives	Flat Fee	\$ 251	100%		\$ 257		
Blasting - First	Flat Fee	\$ 251	100%		\$ 257		
Blasting - Each Additional	Each	\$ 126	100%		\$ 129		
Fire Hydrants and Valves	Flat Fee	\$ 251	100%		\$ 257		
Flammable and Combustible Liquids	Flat Fee	\$ 251	100%		\$ 257		
Floor Finishing	Flat Fee	\$ 251	100%		\$ 257		
Fruit and Crop Ripening	Flat Fee	\$ 251	100%		\$ 257		
Fumigation and Thermal Insecticidal Fogging	Flat Fee	\$ 251	100%		\$ 257		
Hazardous Materials	Flat Fee	\$ 251	100%		\$ 257		
HPM Facilities	Flat Fee	\$ 251	100%		\$ 257		
High-piled Storage	Flat Fee	\$ 251	100%		\$ 257		
Hot Work Operations	Flat Fee	\$ 251	100%		\$ 257		
Industrial Ovens	Flat Fee	\$ 251	100%		\$ 257		
Lumber Yards and Woodworking Plants	Flat Fee	\$ 251	100%		\$ 257		
Liquid-or Gas-fueled Vehicles or Equipment in Assembly Buildings	Flat Fee	\$ 251	100%		\$ 257		
LP-Gas	Flat Fee	\$ 251	100%		\$ 257		
Magnesium	Flat Fee	\$ 251	100%		\$ 257		
Miscellaneous Combustible Storage	Flat Fee	\$ 251	100%		\$ 257		
Open Burnings	Flat Fee	\$ 251	100%		\$ 257		
Open Flames and Torches	Flat Fee	\$ 251	100%		\$ 257		
Open Flames and Candles	Flat Fee	\$ 251	100%		\$ 257		
Organic Coatings	Flat Fee	\$ 251	100%		\$ 257		
Places of Assembly	Flat Fee	\$ 251	100%		\$ 257		
Private Fire Hydrants	Flat Fee	\$ 251	100%		\$ 257		
Pyrotechnic Special Effects Material	Flat Fee	\$ 251	100%		\$ 257		
Public Fireworks Displays	Flat Fee	\$ 2,138	100%		\$ 2,188		
Pyroxylin Plastics	Flat Fee	\$ 251	100%		\$ 257		

City of San Rafael

Fire

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
Refrigeration Equipment	Flat Fee	\$ 251	100%		\$ 257		
Repair Garages and Motor Fuel-Dispensing Facilities	Flat Fee	\$ 251	100%		\$ 257		
Rooftop Heliports	Flat Fee	\$ 251	100%		\$ 257		
Spraying or Dipping	Flat Fee	\$ 251	100%		\$ 257		
Storage of Scrap Tires and Tire Byproducts	Flat Fee	\$ 251	100%		\$ 257		
Temporary Membrane Structures and Tents	Flat Fee	\$ 251	100%		\$ 257		
Tire-Rebuilding Plants	Flat Fee	\$ 251	100%		\$ 257		
Waste Handling	Flat Fee	\$ 251	100%		\$ 257		
Wood Products	Flat Fee	\$ 251	100%		\$ 257		
Other Special Hazard Operations or Use	Flat Fee	\$ 251	100%		\$ 257		
*Multiple Operational Permits	First permit at full price, each additional at 50% of schedule above	First permit at full price, each additional at 50% of schedule above	100%	First permit at full price, each additional at 50% of schedule above			
Fire Inspections - Construction Permits							
Automatic Fire-Extinguishing Systems	Flat Fee	\$ 314	100%		\$ 322		
Fire Sprinkler System Single Family Dwelling	Base Fee Listed + \$4 per sprinkler	\$ 314	100%		\$ 322		
Fire Sprinkler Systems With 10 Sprinklers or Less	Base Fee Listed + \$4 per sprinkler	\$ 314	100%		\$ 322		
Fire Sprinkler Systems With 11 Sprinklers or More	Base Fee Listed + \$4 per sprinkler	\$ 314	100%		\$ 322		
Backflow Preventer Assembly	Flat Fee	\$ 126	100%		\$ 129		
Battery Systems	Flat Fee	\$ 314	100%		\$ 322		
Compressed Gases	Flat Fee	\$ 314	100%		\$ 322		
Emergency Response Radio Coverage System	Flat Fee	\$ 314	100%		\$ 322		
Fire Alarm and Detection Systems and Related Equipment	Base Fee Listed + \$4 per sprinkler	\$ 314	100%		\$ 322		
Fire Pumps and Related Equipment	Flat Fee	\$ 314	100%		\$ 322		
Flammable and Combustible Liquids - 1st Tank	Flat Fee	\$ 314	100%		\$ 322		
Flammable and Combustible Liquids - Each Addtl Tank	Each	\$ 157	100%		\$ 161		
Hazardous Materials	Flat Fee	\$ 314	100%		\$ 322		
Industrial Ovens	Flat Fee	\$ 314	100%		\$ 322		
LP-Gas	Flat Fee	\$ 314	100%		\$ 322		
Private Fire Hydrant	Flat Fee	\$ 314	100%		\$ 322		
Spraying or Dipping Process	Flat Fee	\$ 314	100%		\$ 322		
Standpipe System	Flat Fee	\$ 314	100%		\$ 322		
Temporary Membrane Structures and Tents	Flat Fee	\$ 314	100%		\$ 322		
Underground Fireline	Flat Fee	\$ 314	100%		\$ 322		
Vegetation Management Fire Protection Plan	Flat Fee	\$ 377	100%		\$ 386		
Work (repair, replacement, relocation)	Flat Fee	\$ 157	100%		\$ 161		
Fire Inspections - Other Fire Prevention Fees							
Consultation	Flat Fee -2 hour min	\$ 251	100%		\$ 257		
Plans review	Flat Fee -2 hour min	\$ 251	100%		\$ 257		
Inspection	Flat Fee -2 hour min	\$ 251	100%		\$ 257		
Reinspection	Flat Fee -2 hour min	\$ 251	100%		\$ 257		
Investigation Fee for Performing Work Without an Approved Permit	Flat Fee	2x Normal Permit Fee + Permit Fee	100%	2x Normal Permit Fee + Permit Fee			
Inspections Outside Normal Work Hours - Early or Late Inspections on Normal Work Days	Flat Fee	\$ 359	100%		\$ 367		
Inspections Outside Normal Work Hours - Call Back or Weekend Inspections	Flat Fee	\$ 717	100%		\$ 734		
Fire/Smoke damper inspection - up to 4 dampers							No Longer provide this service
Fire/Smoke damper inspection - each additional damper							No Longer provide this service

City of San Rafael

Fire

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
Fire hydrant flow test and report	Flat Fee	\$ 251	100%		\$ 257		
Exemption from the Vegetation Ordinance	Flat Fee	\$ 126	100%		\$ 129		
Multi-Family dwelling inspections	Flat Fee	\$ 153	100%		\$ 157		
Fire Inspections - SFM Fire Clearance Inspections							
Fire clearance inspection	Flat Fee	\$ 189	100%		\$ 193		
Commercial Life Safety Inspections							
Business type 1	Per Year	\$ 31	100%		\$ 32		
Business type 2	Per Year	\$ 63	100%		\$ 64		
Business type 3	Per Year	\$ 126	100%		\$ 129		
Business type 4	Per Year	\$ 251	100%		\$ 257		
Reinspection (After 2nd Reinspection)	Each	\$ 126	100%		\$ 129		
Fire and Life Safety Plan Checks							
Fire Code Review of Building Permit	% of Building Plan Check Fee		50%	50%			
Fire Services - Fire Inspections							
Liability for Persons Causing Emergencies	Flat Fee	Actual Cost	100%	Actual Cost			
Fire Watch	Flat Fee	Actual Cost	100%	Actual Cost			
Fire Services - Hazardous Materials							
Fire Code Related Hazardous Materials Inspections	No Fee	\$ -	100%	\$ -			
Hazardous Materials – Residential	Flat Fee	Actual Cost	100%	Actual Cost			
Consultative Services – Hazardous Materials	No Fee	\$ -	100%	\$ -			
Fire Services - Fire Reports							
Fire Reports	Each	\$ 39	100%		\$ 40		
Fire Services - Emergency Medical Services							
ALS Bundled Base Rate*	Flat Fee	\$ 2,075	55% 75%			\$ 2,830	increases in FBHR due to recent MOU aregements & contracts ↓
BLS Bundled Base Rate*	Flat Fee	\$ 2,075	55% 75%			\$ 2,830	
First Responder Fee*	Flat Fee	\$ 358	55% 75%			\$ 488	
Oxygen*	Flat Fee	\$ 157	55% 75%			\$ 214	
Mileage*	Per Mile	\$ 49	55% 75%			\$ 67	
Treat No Transport*	Flat Fee	\$ 423	55% 75%			\$ 577	
Fire Services							
Fire/EMS Training and Education	Flat Fee	Hourly (FBHR) + Cost of Supplies/Materials	100%	Hourly (FBHR) + Cost of Supplies/Materials			
Fire Protection Services - CSA #19**	Flat Fee	Per Contract	100%	Per Contract			
Wet Chem Hood System	Flat Fee	\$ 299	100%		\$ 306		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Emergency Medical Services - Fees may include ambulance dispatch and fuel surcharge (mileage) component.

** Based on an agreement with County Service Area 19 (unincorporated San Rafael)

City of San Rafael
Planning Fees

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
Streamlined Housing Development							
SB 330 Preliminary Application**	Deposit**	n/a	100%		2.37%	\$ 2,135	Per Ord. No. 2013 adopted 8/1/22, fee/recovery align with cost/process of Preapplication Meeting/Letter
SB 9 Housing Development Application**	Deposit**	n/a	100%			\$ 5,773	Per Ord. No. 2013 adopted 8/1/22, fee/recovery align with cost/process of Design Review by ZA
SB 9 Lot Split	Flat Fee	n/a	100%			\$ 13,776	Per Ord. No. 2013 adopted 8/1/22, fee/recovery align with cost/process of Small Subdivision
SB 35 Housing Development Application**	Deposit**	n/a	100%			\$ 15,511	Per Ord. No. 2013 adopted 8/1/22, fee/recovery align with cost/process of Design Review by PC
Mapping Subdivision							
Lot Line Adjustments & Merger	Flat Fee	\$ 6,075	100%	\$ 6,219			updated service name for clarity
Small Subdivision	Flat Fee	\$ 13,457	100%	\$ 13,776			
Tentative Map/Subdivision Map	Deposit*	\$ 17,588	100%	\$ 18,004			
Map Amendment and Extensions	Flat Fee	\$ 7,833	100%	\$ 8,019			
Certificates of Compliance	Flat Fee	\$ 5,642	100%	\$ 5,776			
Exception (Subdivision Ordinance)	Flat Fee	\$ 6,760	100%	\$ 6,920			
Development and Annexation Planning Policy							
General Plan Amendment	Deposit*	\$ 17,889	100%	\$ 18,313			aligning with zoning muni language for consistency
Development Agreement	Deposit*	\$ 28,606	100%	\$ 29,284			
Rezoning/Pre-Zoning/Preannexation	Deposit*	\$ 17,889	100%	\$ 18,313			aligning with zoning muni language for consistency
Planned Development District	Deposit*	\$ 18,879	100%	\$ 19,326			aligning with zoning muni language for consistency
Use Permit							
Use Permit - Administrative/Staff Level	Flat Fee	\$ 987	100%				staff level use permit review is no longer available
Use Permit - Administrative /Temporary	Flat Fee	\$ 1,840	100%	\$ 1,883			
Use Permit - Zoning Administrator	Flat Fee	\$ 2,707	60%	\$ 2,771			
Use Permit - Planning Commission	Flat Fee	\$ 8,815	100%	\$ 9,024			
Variances & Exceptions							
Minor Variance - Zoning Administrator	Flat Fee	\$ 4,239	100%	\$ 4,339			
Variance - Planning Commission	Flat Fee	\$ 8,815	100%	\$ 9,024			
Reasonable Accommodation Request for Disabled	Flat Fee	\$ 964	26%	\$ 987			aligning with zoning muni language for consistency
Exception (Zoning)	Flat Fee	\$ 1,840	100%	\$ 1,883			
Exception (Hillside)	Flat Fee	\$ 2,742	100%	\$ 2,807			
Design Review							
Design Review (Staff/Administrative)	Flat Fee	\$ 2,938	100%	\$ 3,008			only can be reviewed by admin or higher
Design Review - Over the Counter (Staff/Administrative)	Flat Fee	\$ 987	100%				small over counter review is free
Design Review - Staff With DRB	Flat Fee	\$ 7,650	100%				DRB (design review board) without PC dissolved Reso 15055
Design Review - Zoning Administrator	Flat Fee	\$ 5,639	100%	\$ 5,773			
Design Review - Planning Commission	Flat Fee	\$ 15,152	100%	\$ 15,511			
Conceptual Review	Flat Fee	\$ 3,000	61%				falls under design review by staff
Sign Review							
Sign Review - Staff	Flat Fee	\$ 249	100%				
Sign Review - Staff With DRB	Flat Fee	\$ 4,040	100%				DRB (design review board) without PC dissolved Reso 15055
Sign Program - Minor (Staff)	Flat Fee	\$ 1,397	100%	\$ 1,431			
Sign Program - Major (Planning Commission)	Flat Fee	\$ 8,038	100%	\$ 8,229			
Sign Review - Minor Exception	Flat Fee	\$ 1,397	100%	\$ 1,431			
Sign Review - Major Exception	Flat Fee	\$ 8,038	100%	\$ 8,229			
Temporary Banner Permit	Flat Fee	\$ 186	100%	\$ 191			
Appeal Fees							
Appeals to Planning Commission - Non-Applicant (Resident)	Flat Fee	\$ 350	5%	\$ 358			
Appeals to Planning Commission - Applicant or Non-Resident	Deposit*	\$ 5,000	65%	\$ 5,119			
Appeals to City Council - Non-Applicant (Resident)	Flat Fee	\$ 350	4%	\$ 358			
Appeals to City Council - Applicant or Non-Resident	Deposit*	\$ 5,000	57%	\$ 5,119			
Environmental Impact Fees Review							
Negative Declaration	Deposit*	\$ 17,658	100%	\$ 18,076			aligning with zoning muni language for consistency
Environmental Impact Report	Flat Fee	Consultant Cost +25%	100%				
Monitoring of Mitigation Measures And Conditions of Approval	Deposit*	\$ 6,471	100%	\$ 6,625			
General Plan Fees							
General Plan Amendment	Deposit*	\$ 17,889	100%				moved to Planning Policy to align with muni
General Plan Maintenance Fees	% of Permit Fee	35%	100%				duplicate (other is under Other Planning Services)
Other Planning Services							
Pre Application Meeting/Letter	Flat Fee	\$ 2,086	30%	\$ 2,135			
Project Selection Procedure (PSP)							No longer process these
Licensing Agreement (Outdoor Dining)	Flat Fee	\$ 1,717	100%	\$ 1,758			

City of San Rafael
 Planning Fees

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
Certificate of Appropriateness for Alteration of Historic Structure	Deposit*	\$ 9,554	100%		\$ 9,780		
Certificate of Public Convenience and Necessity for Alcoholic Beverage License	Deposit*	\$ 2,992	100%		\$ 3,063		
Neighborhood Meeting	Deposit*	\$ 2,796	100%		\$ 2,862		
Contract Planner/Consultant Administration	Flat Fee	Consultant Cost +10%	100%	Consultant Cost +10%			
Planning Research	Flat Fee	Actual Cost	100%				duplicate of Planning/Zoning Research
Building Permit - Plan Checks	% of Permit Fee	20%	100%	20%			
Planning Analysis	Deposit*	Actual Cost	100%				duplicate of Planning/Zoning Research
Zoning Research	Deposit*	Actual Cost	100%				duplicate of Planning/Zoning Research
Planning/Zoning Research (includes Review of SB35 Applications)	Deposit*, Per Hour	\$ 157	100%		\$ 161		SB35 is now under it's own classification
General Plan Maintenance Fee	% of Permit Fee	35%					
Planning Review of Building Permits - Multi-Family	% of Permit Fee	10%	50%	10%			
Planning Review of Building permits - All Others	% of Permit Fee	20%	100%	20%			
Archaeology Referral	Flat Fee	\$ 80	100%		\$ 82		
Zoning Research Letter Response	Per Hour	\$ 157	100%				duplicate
Zoning Verification Letter Research Letter Response	Per 1.5 Hours	\$ 235	100%		\$ 240		updated for clarity
Small Wireless Facilities Get Permit	Deposit*	\$ 4,970	100%		\$ 5,088		updated for clarity
Telecomms Permit Wireless Communication Facilities	Flat Fee	\$ 1,000	100%		\$ 1,024		updated for clarity
Short Term Rental Registration - First Year	Flat Fee	\$ 170	100%				move to Code Enforcement/Safety
Short Term Rental - Renewal	Flat Fee	\$ 135	100%				move to Code Enforcement/Safety
Certified Massage Establishment Certificate or Operator Permit							
Certified Massage Establishment - Sole Proprietor Registration	Flat Annual Fee	\$ 299	100%				move to Code Enforcement/Safety
Certified Massage Establishment - Registration with Employees	Flat Annual Fee	\$ 299	100%				move to Code Enforcement/Safety
Certified Massage Establishment - Changes to File/Business	Flat Annual Fee	\$ 25	100%				move to Code Enforcement/Safety
Certified Massage Establishment - time extension	% of Original Fee	50%					move to Code Enforcement/Safety

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Consultant costs will be charged to the deposit account plus 25% to cover contract administration and review of consultant work product.

** Deposit to be charged on an hourly basis

Note: Multiple application discount: when multiple applications are filed simultaneously, a 25% discount on each deposit-based application type will apply.

City of San Rafael
Community Development - Building & Safety Services

Service Name	Fee Description	Current Fee		Proposed Fees			Notes
		Fee	Recovery %	No Change	CPI	Other	
Valuation-Based Building Permit Fees				Incremental Fees to Add to Base Fee			
Up to \$2,000.00	Flat Fee	\$ 247.00	100%		2.37%		
\$2,000.01 to \$25,000	Base Fee	\$ 247.00	100%	\$ 24.00		\$ 253	
\$25,000.01 to \$50,000.00	Base Fee	\$ 799.00	100%	\$ 11.55	per each additional \$1,000 above \$25,000	\$ 805	
\$50,000.01 to \$100,000.00	Base Fee	\$ 1,087.75	100%	\$ 16.07	per each additional \$1,000 above \$50,000	\$ 1,093.75	Auto calculated fees based on the flat fee + incremental
\$100,000.01 to \$500,000.00	Base Fee	\$ 1,891.25	100%	\$ 7.36	per each additional \$1,000 above \$100,000	\$ 1,897.25	
\$500,000.01 to \$1,000,000.00	Base Fee	\$ 4,835.25	100%	\$ 13.56	per each additional \$1,000 above \$500,000	\$ 4,841.25	
\$1,000,000.01 to \$5,000,000.00	Base Fee	\$ 11,615.25	100%	\$ 4.19	per each additional \$1,000 above \$1M	\$ 11,621.25	
Greater than \$5,000,000.00	Base Fee	\$ 28,375.25	100%	\$ 4.19	per each additional \$1,000 above \$5M	\$ 28,381.25	
Valuation-Based Plan Check Fees							
Building/Structural	% of Bldg Prmt	65%	100%	65%			no change
Energy	% of Bldg Prmt	10%	100%	10%			no change
Additional Plan Review	Hourly, 1/2 hr. min.	\$ 179	100%	\$ 184			
Renewables*							
Photovoltaic Residential System - 15kW or less	Base Fee	\$ 450	n/a	\$ 450			set by State, no change
Photovoltaic Residential System - Larger than 15kW	Base Fee + Rate/kW	\$450 + \$15 per kW above 15kW	n/a	\$450 + \$15 per kW above 15kW			set by State, no change
Photovoltaic Commercial System - 50kW or less	Base Fee	\$ 1,000	n/a	\$ 1,000			set by State, no change
Photovoltaic Commercial System - 51kW - 250kW	Base Fee + Rate/kW	\$1,000 + \$7 per kW above 50kW	n/a	\$1,000 + \$7 per kW above 50kW			set by State, no change
Photovoltaic Commercial System - Larger than 250kW	Base Fee + Rate/kW	\$2,400 + \$5 per kW above 250kW	n/a	\$2,400 + \$5 per kW above 250kW			set by State, no change
Solar Thermal Residential System - 10kW or less	Base Fee	\$ 450	n/a	\$ 450			set by State, no change
Solar Thermal Residential System - Larger than 10kW	Base Fee + Rate/kW	\$450 + \$15 per kW above 10kW	n/a	\$450 + \$15 per kW above 10kW			set by State, no change
Solar Thermal Commercial System - 30kW or less	Base Fee	\$ 1,000	n/a	\$ 1,000			set by State, no change
Solar Thermal Commercial System - 31kW - 260kW	Base Fee + Rate/kW	\$1,000 + \$7 per kW above 30kW	n/a	\$1,000 + \$7 per kW above 30kW			set by State, no change
Solar Thermal Commercial System - Larger than 260kW	Base Fee + Rate/kW	\$2,610 + \$5 per kW above 260kW	n/a	\$2,610 + \$5 per kW above 260kW			set by State, no change
Mechanical, Electrical and Plumbing Permits							
See Exhibits A2, A3 and A4							
Residential Building Reports (Non-Refundable)							
Appeal	Flat Fee	\$ 100	50%	\$ 102			
Single Family, Duplex (per unit)	Flat Fee	\$ 350	75%	\$ 358			
Multi-Family - First Unit	Flat Fee	\$ 330	71%	\$ 338			
Multi-Family - Each Additional Unit	Each	\$ 40	100%	\$ 41			
Condominiums	Flat Fee	\$ 350	75%	\$ 358			
Other Fees							
Inspections Outside Normal Hours - After Hours	Hourly, 2 hr min.	\$ 269	100%	\$ 275			
Inspections Outside Normal Hours - Weekends/Holidays	Hourly, 2 hr min.	\$ 359	100%	\$ 367			
Reinspection Fee	Hourly, 1 hr. min.	\$ 179	100%	\$ 184			
Administrative Review***	Hourly, 1/2 hr. min.	\$ 194	100%	\$ 198			
Permit Renewal Fee (for expired permits) - 2 year permit	% of Permit	15%	75%	15%			
Board of Appeals Fee	Flat Fee	\$ 1,000	17%	\$ 1,024			
Software Integration and Support fee**	% Applied Against All Permit Fees	5%	100%	5%			
Building Investigation Fee	Flat Fee	3x Building Permit Fee	100%	3x Building Permit Fee			
Massage Establishments Operator Permits							
Certified Massage Establishment - Sole Proprietorship - 1st Location, New Owner	Flat Fee	\$ 350	n/a				Moved from PD / Consultant cost lower than PD FBHR
Certified Massage Establishment - Sole Proprietorship Registration (No Employees)	Flat Annual Fee Per Location	\$ 203	100%	\$ 208			
Certified Massage Establishment - Registration with Employees	Flat Annual Fee Per Location	\$ 290	100%	\$ 297			

City of San Rafael
Community Development - Building & Safety Services

Service Name	Fee Description	Current Fee		Proposed Fees			Notes
		Fee	Recovery %	No Change	CPI	Other	
Certified Massage Establishment - Sole Proprietorship - Additional Location(s)[†]	Each	\$ 350	n/a				Moved from PD / Consultant cost lower than PD FBHR
Certified Massage Establishment - Sole Proprietorship - Renewal per Location[†]	Each	\$ 62.50	100%				Moved from PD, Code Enforcement's renewal process is more robust
Certified Massage Establishment - Changes to File/Business	Flat Fee Each	\$ 25	100%		\$ 26		
Certified Massage Establishment - Time Extension	% of Original Fee		50%	50%			
Short Term Rentals							
Short Term Rental Registration - First Year	Flat Fee	\$ 170	100%		\$ 174		
Short Term Rental - Renewal	Flat Fee	\$ 135	100%		\$ 138		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Fee and Rate set by the State

** New fee to fund new and routine upgrades to Permit Management System, Electronic Plan Review Software, Digital Inspection Software, Record Digitalization, Software integrations, and Enterprise Resource Planning System.

*** All planning and building permit submissions may be referred to third-party review by an external consultant or the City Surveyor at the discretion of CD staff. The applicant is responsible for reimbursement of any fees accrued by external consultants to be charged at \$194/hr

Note: State mandated charges will be added to the building permit fees pursuant to state law as follows, or as state law may hereafter be amended:

CA Green Building Fund:

\$4 for every \$100,000 valuation (minimum of \$1 regardless of valuation).

10% of surcharge retained by City for administrative costs, code enforcement education, etc., per statute Health & Safety Code Section 18931.6)

S.M.I.P.:

0.013% (\$13 per \$100,000) of valuation for residential occupancies of no more than 3 stories

0.028% (\$28 per \$100,000) of valuation for all other occupancies

5% of surcharge retained by the City for data utilization, seismic mapping, etc.; per statute.

(Public Resources Code Section 2705)

† Annual Fee Applies to:

a) a home-based business location where the massage establishment owner provides on-site and/or outcall services

b) a commercial-based location where the massage establishment owner rents/leases commercial space shared with another massage establishment owner - sole proprietorship, or another non-massage establishment

EXHIBIT A2
City of San Rafael
Mechanical Permit Fees

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
		Fee	No Change	CPI 2.37%	Other	
Furnace or Heater						
Up to 100,000 BTU	Flat Fee	\$ 20		\$ 20		
Over 100,000 BTU	Flat Fee	\$ 24.70		\$ 25		
Floor Furnace	Flat Fee	\$ 19		\$ 19		
Wall Furnace, Unit Heater	Flat Fee	\$ 19		\$ 19		
Furnace/AC Alteration or Repair	Flat Fee	\$ 19		\$ 19		
Diffuser	Each	\$ 1.60		\$ 2		
Gas Piping						
Up to 4 outlets	Flat Fee	\$ 6.30		\$ 6.45		
Additional Outlets	Each	\$ 1.60		\$ 2		
Boiler, Compressor, Refrigeration						
0-3 Hp 100M BTU	Flat Fee	\$ 20		\$ 20		
4-15 Hp 100-500M BTU	Flat Fee	\$ 37.25		\$ 38		
16-30 Hp 500-1000M BTU	Flat Fee	\$ 51		\$ 52		
31-50 Hp 1000-1750M BTU	Flat Fee	\$ 75.60		\$ 77		
Over 50Hp or 1750M BTU	Flat Fee	\$ 126.50		\$ 129		
Air Handlers						
Under 10,000 CFM	Flat Fee	\$ 14.70		\$ 15		
Over 10,000 CFM	Flat Fee	\$ 24.70		\$ 25		
Other						
Evaporative Coolers	Flat Fee	\$ 14.70		\$ 15		
Ventilation Hoods	Flat Fee	\$ 14.70		\$ 15		
Appliance Vent or Fan	Flat Fee	\$ 10		\$ 10		
Ventilation System - Not Part of Furnace	Flat Fee	\$ 14.70		\$ 15		
Other Not Listed	Flat Fee	\$ 14.70		\$ 15		
Special Inspection (Initial or Reinspection)	Flat Fee	\$ 67.70		\$ 69		

EXHIBIT A2
City of San Rafael
Mechanical Permit Fees

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
		Fee	No Change	CPI	Other	
Permit Fee						
Normal	Flat Fee	\$ 32		\$ 33		
Supplemental	Flat Fee	\$ 10		\$ 10		
Minimum	Flat Fee	\$ 125		\$ 128		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

EXHIBIT A3
City of San Rafael
Electrical Permit Fees

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee		No Change	CPI	Other	
New Residential Construction/Addition							
Multi Family	Per SQFT	\$	0.068		2.37%		
Single Fmily	Per SQFT	\$	0.077		\$ 0.070		
					\$ 0.079		
Photovoltaic Systems							
Residential	Flat Fee	\$	169.50		\$ 174		
Commercial	Flat Fee	\$	968.60		\$ 992		
Carnivals & Circuses							
Generators, Electric Slides	Flat Fee	\$	32		\$ 33		
Booths	Each	\$	10		\$ 10		
Outlets: Plugs & Switches							
First 20	Each	\$	1.60		\$ 2		
Each Additional	Each	\$	1.05	\$ 1.05			no change, cpi too small inc.
Fixtures							
First 20	Each	\$	1.60		\$ 2		
Each Additional	Each	\$	1.05	\$ 1.05			no change, cpi too small inc.
Pole Lights	Each	\$	1.60		\$ 2		
Appliances < 1 (Hp) (KW) (KVA)							
Residential	Each	\$	6.30		\$ 6.45		
Non-Residential	Each	\$	6.30		\$ 6.45		
Power Apparatus (Hp or KW)							
Up to 1	Each	\$	6.30		\$ 6.45		
Over 1 but Not Over 10	Each	\$	16.80		\$ 17		
Over 10 but Not Over 50	Each	\$	33.60		\$ 34		
Over 50 but Not Over 100	Each	\$	67.70		\$ 69		
Over 100	Each	\$	102		\$ 104		
Signs, One Circuit							
Circuit or Subfeed	Each	\$	24.70		\$ 25		
Services							
< 600V, up to 200A	Flat Fee	\$	37.25		\$ 38		
< 600V, 200A to 1000A	Flat Fee	\$	75.60		\$ 77		
> 600V or over 1000A	Flat Fee	\$	151.70		\$ 155		
Additional Meters	Each	\$	10		\$ 10		
Other							

EXHIBIT A3
City of San Rafael
Electrical Permit Fees

Service Name	Fee Description	Current Fee	Proposed Fee			Notes
		Fee	No Change	CPI	Other	
Busways 100 ft of fraction	Each	\$ 10		\$ 10		
Swimming Pools	Flat Fee	\$ 67.70		\$ 69		
Temporary Power Pole	Flat Fee	\$ 32		\$ 33		
Temporary Lighting, Christmas Tree Lots	Flat Fee	\$ 16.80		\$ 17		
Miscellaneous Apparatus/Panels	Flat Fee	\$ 24.70		\$ 25		
Special Inspection (Initial or Reinspection)	Hourly	FBHR	FBHR			no change
Permit Fee						
Normal	Flat Fee	\$ 32		\$ 33		
Supplemental	Flat Fee	\$ 10		\$ 10		no change, cpi too small inc.
Minimum	Flat Fee	\$ 125		\$ 128		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

EXHIBIT A4
City of San Rafael
Plumbing Permit Fees

		Current Fee	Proposed Fee			
Service Name	Fee Description	Fee	No Change	CPI 2.37%	Other	Notes
Gas Piping						
1 to 5 Outlets	Flat Fee	\$ 7		\$ 7		
Additional Outlets	Each	\$ 1.60		\$ 2		
Backflow Prevention						
2" or less	Flat Fee	\$ 9.50		\$ 10		
Over 2"	Flat Fee	\$ 20.50		\$ 21		
Medical Gas System						
1 to 5 Outlets	Flat Fee	\$ 68.25		\$ 70		
Additional Outlets	Each	\$ 7		\$ 7		
Other						
Water Closets	Flat Fee	\$ 9.50		\$ 10		
Wash Basins	Flat Fee	\$ 9.50		\$ 10		
Tubs/Showers	Flat Fee	\$ 9.50		\$ 10		
Sinks	Flat Fee	\$ 9.50		\$ 10		
Floor Drains	Flat Fee	\$ 9.50		\$ 10		
Grease Trap	Flat Fee	\$ 9.50		\$ 10		
Other Fixtures or Traps	Flat Fee	\$ 9.50		\$ 10		
Sewage Ejector	Flat Fee	\$ 54.60		\$ 56		
Building Sewer	Flat Fee	\$ 20.50		\$ 21		
Private Sewage System	Flat Fee	\$ 54.60		\$ 56		
Water Heater	Flat Fee	\$ 9.50		\$ 10		
Water Piping	Flat Fee	\$ 9.50		\$ 10		
Repair, Waste & Vents	Flat Fee	\$ 9.50		\$ 10		
Vacuum Breaker 1 - 2	Flat Fee	\$ 7		\$ 7		
Rainwater System (inside)	Per Drain	\$ 9.50		\$ 10		
Graywater System	Flat Fee	\$ 54.60		\$ 56		
Lawn Sprinkler System	Flat Fee	\$ 9.50		\$ 10		

EXHIBIT A4
City of San Rafael
Plumbing Permit Fees

		Current Fee		Proposed Fee			
Service Name	Fee Description	Fee		No Change	CPI	Other	Notes
Special Inspection (Initial or Reinspection)	Hourly	FBHR		FBHR			
Permit Fee		0	12340.57575				
Normal	Flat Fee	\$	32		\$ 33		
Supplemental	Flat Fee	\$	10		\$ 10		
Minimum	Flat Fee	\$	125		\$ 128		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

City of San Rafael
Public Works

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
Document/Information Services							
8.5" x 11"	Per Page	\$ 0.15	100%	\$ 0.15			no change
11" x 17"	Per Page	\$ 0.20	100%	\$ 0.20			no change
24" x 36"	Per-Plot	\$ 0.26	100%				Department no longer can accommodate
36" x 48"	Per-Plot	\$ 1.0	100%				Department no longer can accommodate
Public Records Request ¹	Per Page	\$ 0.15	100%	\$ 0.15			no change
Property Information Request	Per Request	\$ 208	100%		\$ 213		
Flood Plain Letter Response	Per Response	\$ 227	100%		\$ 232		
Custom Map/ Document Production	Per Hour	True Hourly	100%	True Hourly			
Transportation Services							
Oversize Load Review - Single Trip*	Flat Fee	\$ 16	19%		\$ 16		
Oversize Load Review - Annual*	Flat Fee	\$ 92	36%		\$ 94		
Oversize Load Review - Repetitive (6 Month Max)*	Flat Fee	\$ 92	36%		\$ 94		
Police Escort Services	Base Fee Listed + Hourly, 2 hrs. min.	\$ 348	100%		\$ 356		
Utility/Special District Encroachment Permits							
Encroachment Permit - Includes Review of 1 Traffic Control Plan (TCP)	Flat Fee	\$ 986	100%		\$ 1,009		
Each Additional Review of TCP	Each	\$ 411	100%		\$ 421		
Temporary Encroachment Permit²							
Small - Debris or Moving Boxes and Parking Changes	Flat Fee	\$ 50	29%		\$ 51		
Standard - All Other (Up to \$20K of improvements/Infrastructure. Greater than \$20k See Right-Of-Way Improvements Section)	Flat Fee	\$ 358	100%		\$ 367		
Other Encroachment Permits							
Minor Continuing Encroachment Permits	Flat Fee	\$ 493	100%		\$ 505		
Revocable License Agreements for Major Continuing Encroachment	Flat Fee	\$ 2,435	100%		\$ 2,493		
PW Review of Building and Planning Permit³							
Full Review ⁴	Per Review	\$ 454	100%		\$ 465		
Over the Counter Review	Per Review	\$ 113	100%		\$ 116		
Construction Inspection - Onsite Improvements	When Required, Per Inspection	\$ 164	100%		\$ 168		
Flood Zone Project	Flat Fee	\$ 340	100%		\$ 348		
Hydrology Study	Flat Fee	\$ 454	100%				Now through 3rd Party & covered by "Consultant 3rd Party Review" fee line
Traffic Study: Assumptions Memo	Flat Fee	\$ 817	100%				Now through 3rd Party & covered by "Consultant 3rd Party Review" fee line
Traffic Study: Impact Report	Flat Fee	\$ 4,086	100%				Now through 3rd Party & covered by "Consultant 3rd Party Review" fee line
E.12 Regulated Project/Stormwater Control Plan	Flat Fee	\$ 1,134	100%		\$ 1,161		
Geotechnical Study	Flat Fee	\$ 680	100%				Now through 3rd Party & covered by "Consultant 3rd Party Review" fee line
3rd Party Geotechnical Peer Review	Flat Fee	Actual Cost + 20% Admin. Fee	100%				Now through 3rd Party & covered by "Consultant 3rd Party Review" fee line
Consultant 3rd Party Review	Flat Fee	Actual Cost + 20% Admin. Fee	100%	Actual Cost + 20% Admin. Fee			
City Surveyor Review	Flat Fee	Consultant Actual Cost + 20% Admin. Fee	100%	Consultant Actual Cost + 20% Admin. Fee			
Parcel Map Plan Check (Minor Subdivision)	Flat Fee Deposit + Hourly	\$ 1,134	100%	\$ 1,161			changed for uniformity
Final Map Plan Check (Major Subdivision)	Deposit + Hourly	\$ 1,815	100%	\$ 1,858			
Lot Line Adjustment Review	Flat Fee Deposit + Hourly	\$ 1,134	100%	\$ 1,161			changed for uniformity
Tentative Map Review	Deposit + Hourly	\$ 1,815	100%	\$ 1,858			
Easement Review	Deposit + Hourly	\$ 1,134.00	100%	\$ 1,161			was under 3rd party, now done in-house
Right-of-Way Improvements/Infrastructure - Plan Checking and Inspection							
\$0 - \$20k Cost of Improvements	Flat Fee	See Temp. Encroachment Permits Section					

City of San Rafael
Public Works

Service Name	Fee Description	Current Fee		Proposed Fee			Notes
		Fee	Recovery %	No Change	CPI	Other	
\$20k - \$50k Cost of Improvements	Flat Fee	\$ 618	100%		\$ 632		
\$50k - \$100k Cost of Improvements	Flat Fee	\$ 1,235	100%		\$ 1,265		
\$100k+ Cost of Improvements	Deposit + Hourly	\$ 4,942	100%		\$ 5,059		
Improvement/Subdivision Inspections							
Curb and Gutter Inspection:							
— Projects under \$5,000							
— Projects over \$5,000							
Sidewalk Inspection:							
— Projects under \$5,000							
— Projects over \$5,000							
Driveway Approaches:							
— Projects under \$5,000							
Information Request Services							
— Projects over \$5,000							
Multiple Driveways							
— Projects under \$5,000							
— Projects over \$5,000							
Grading Permits - Plan Check and Inspections (includes NPDES)							
Permit and Plan Check	Flat Fee	\$ 782	100%		\$ 800		
Seasonal Grading Inspections (Rain Seasons)	Per Rainy Season (Oct 15 - Apr 15)	\$ 1,563	100%		\$ 1,600		
Water Use Permits							
Water Course Permits	Flat Fee	\$ 454	100%		\$ 465		
Tide Land Permits - Dredged Material	Flat Fee	\$ 618	100%		\$ 632		
Tide Land Permits - Other Tidelands Permits	Deposit Listed + Hourly	\$ 618	100%		\$ 632		
Streetary Permits							
Application Fee	Flat Fee	\$ 2,000	100%		\$ 2,047		
Annual Encroachment Lease Fee	Flat Annual Fee	\$ 3,600	n/a		\$ 3,685		
Deposit	Flat Fee	\$ 2,000	n/a		\$ 2,047		
Special Studies							
Special Studies (Reimbursement)	Flat Fee	Actual Cost + 20% Surcharge	100%	Actual Cost + 20% Surcharge			
Other Fees							
Special Event Setup	Flat Fee	Actual Cost of Labor & Materials	100%			Actual Cost of Labor & Materials	historically majority of work done by recreation but has transitioned to DPW
Special Event Traffic Control Plan	Flat Fee	Staff Time Actual Cost	100%			Staff Time Actual Cost	does not fall under the "utility/special district" category already in place

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* Set by the State

- Public Records Request fees may be waived at the City's sole discretion for requests totaling fewer than 50 pages per request.
- Temporary Encroachment Permit Fees: there is no charge for debris boxes if placed on private property.
PW Review of Building & Planning Permit - All planning and building permit submissions may be referred to third-party review by an external consultant or the City Surveyor at the discretion of Department of Public Works staff. The applicant is responsible for reimbursement of any fees accrued by external consultants or City Surveyor.
- Fee is per review. Fee may be charged several times if there are multiple reviews of the project.

City of San Rafael
Admin Citations

Muni	Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			Fee	No Change	CPI	Other	
Chapter 4 Muni Code Regulations						2.37%	
04.08.020	Uniform Fire Code Violation - Sections 103.43.2, 103.43.3, 103.43.4	Flat Fee	\$ 500	\$ 500			
Riding Skateboard, Roller-Skates or EPAMD on Posted Sidewalk, Street, or Other Public Place							
05.34.010	First Offense	Flat Fee	\$ 50	\$ 50			
	Second Offense	Flat Fee	\$ 100	\$ 100			
	Thrid & Additional Offense	Each	\$ 250	\$ 250			
Riding Bicycle, Roller-Skates, Skateboard, or EPAMD on Sidewalk or Public Place In Violation of Vehicle/Pedestrian Right of Way							
05.24.030	First Offense	Flat Fee	\$ 50	\$ 50			
	Second Offense	Flat Fee	\$ 100	\$ 100			
	Thrid & Additional Offense	Each	\$ 250	\$ 250			
Pedestrian Failing to Use Crosswalk							
05.36.020	First Offense	Flat Fee	\$ 50	\$ 50			
	Second Offense	Flat Fee	\$ 100	\$ 100			
	Thrid & Additional Offense	Each	\$ 250	\$ 250			
05.36.030	Crossing Roadway at Other than Rigt Angles						
	First Offense	Flat Fee	\$ 50	\$ 50			
	Second Offense	Flat Fee	\$ 100	\$ 100			
	Thrid & Additional Offense	Each	\$ 250	\$ 250			
05.36.040	Standing in Roadway						
	First Offense	Flat Fee	\$ 50	\$ 50			
	Second Offense	Flat Fee	\$ 100	\$ 100			
	Thrid & Additional Offense	Each	\$ 250	\$ 250			
Other Chapter 5 Muni Code Regulations							
05.12.050	Unauthorized Person Directing Traffic	Flat Fee	\$ 275	\$ 275			
05.32.030	Vehicle Driven on Sidealk	Flat Fee	\$ 275	\$ 275			
06.10.010	Marin County Animal Code - 8.04.179, 8.04.240, & 8.04.245						
	First Offense	Flat Fee	\$ 50	\$ 50			
	Second Offense	Flat Fee	\$ 100	\$ 100			
	Thrid & Additional Offense	Each	\$ 250	\$ 250			
06.10.010	Marin County Animal Code						
	8.04.180	Flat Fee	\$ 325	\$ 325			
	8.04.181	Flat Fee	\$ 325	\$ 325			
	8.12.010	Flat Fee	\$ 325	\$ 325			
	8.12.020	Flat Fee	\$ 325	\$ 325			
06.10.030	Leash Violation						
	First Offense	Flat Fee	\$ 50	\$ 50			
	Second & Additional Offense	Flat Fee	\$ 100	\$ 100			

City of San Rafael
Admin Citations

Muni	Service Name	Fee Description	Current Fee		Proposed Fee			Notes
				Fee	No Change	CPI	Other	
06.10.040	Dogs Prohibited at Downtown Farmer's Market & Other Special Events							
	First Offense	Flat Fee	\$	50	\$ 50			
	Regulations for Parks, etc.							
08.10.100 (F & I)	Destruction/Removal of Plants or Other Public Property	Flat Fee	\$	500	\$ 500			
08.10.090.E	Guns & Dangerous Instruments	Flat Fee	\$	500	\$ 500			
08.10.020-.050 & .080-.170	All Other - First Offense	Flat Fee	\$	50	\$ 50			
	All Other - Second Offense	Flat Fee	\$	100	\$ 100			
	All Other - Thrid & Additional Offense	Each	\$	250	\$ 250			
08.12.210	Trespassing Upon Private Property Prohibited							
	First Offense	Flat Fee	\$	275	\$ 275			
	Second & Additional Offense	Each	\$	500	\$ 500			
08.14.110	Smoking Ordinance Violation							
	First Offense	Flat Fee	\$	100	\$ 100			
	Second Offense	Flat Fee	\$	200	\$ 200			
	Thrid & Additional Offense	Each	\$	500	\$ 500			
08.30.020	Human Habitation of a Vehicle							
	First Offense	Flat Fee	\$	50	\$ 50			
	Second & Additional Offense	Each	\$	200	\$ 200			
	Other Chapter 8 Muni Code Regulations							
08.12.080	Bill Posting & Political Signs on Public Property Prohibited	Flat Fee	\$	325	\$ 325			
08.12.110	Unlawful to Place Obstructions on Sidewalks	Flat Fee	\$	325	\$ 325			
08.12.120	Duty to Trim Sidewalk Trees & Hedges	Flat Fee	\$	275	\$ 275			
08.12.170	Discharge of Gun, Pistols, & Other Weapons Prohibited	Flat Fee	\$	500	\$ 500			
08.13.030	Loud or Unusual Noise	Flat Fee	\$	275	\$ 275			
08.13.040	General Noise Limit	Flat Fee	\$	275	\$ 275			
08.35.030	Graffiti Ordinance	Flat Fee	\$	250	\$ 250			
09.12.030	Deposit/Maintenance of Offensive Substances							
	First Offense	Flat Fee	\$	275	\$ 275			
	Second & Additional Offense	Each	\$	500	\$ 500			
09.12.034	Littering in Public Places							
	First Offense	Flat Fee	\$	50	\$ 50			
	Second Offense	Flat Fee	\$	100	\$ 100			
	Thrid & Additional Offense	Each	\$	250	\$ 250			
	Other Chapter 9 Muni Code Regulations							
09.12.036	Merchant's Duty to Keep Sidewalks Free of Litter	Flat Fee	\$	275	\$ 275			
09.12.040	Maintenance of Weeds/Deleterious Growth Prohibited	Flat Fee	\$	325	\$ 325			
09.19.050	Dumping/Burying of Solid Waste Prohibited	Flat Fee	\$	325	\$ 325			
09.19.060	Accumulation of Solid Waste Prohibited	Flat Fee	\$	325	\$ 325			
09.19.070	Buring of Solid Waste Prohibited	Flat Fee	\$	325	\$ 325			

City of San Rafael
Admin Citations

Muni	Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			Fee	No Change	CPI	Other	
09.19.190	Weekly Garbage Service Required	Flat Fee	\$ 325	\$ 325			
09.20.020	Dumping of Pollutants into Water Control System Prohibited	Flat Fee	\$ 500	\$ 500			
09.22.050	Refusal to Pay Household Hazardous Waste Fee	Flat Fee	\$ 275	\$ 275			
	Falsification of Household Hazardous Waste	Flat Fee	\$ 275	\$ 275			
09.23.050	Falsification of Conditionally Exempt Small Quantity Generator Waste	Flat Fee	\$ 275	\$ 275			
09.30.060	Discharge of Pollutants Prohibited	Flat Fee	\$ 500	\$ 500			
	Chapter 10 Muni Code Regulations						
10.04.210	Business License Required	Flat Fee	\$ 325	\$ 325			
	Chapter 12 Muni Code Regulations						
12.12 - 12.38	Building Regulations	Flat Fee	\$ 500	\$ 500			
	Land Use Regulations						
14.04.020	Residential	Flat Fee	\$ 325	\$ 325			
14.05.020 - .022	Commercial	Flat Fee	\$ 325	\$ 325			
14.06.020	Industrial	Flat Fee	\$ 325	\$ 325			
14.08.020	Marine Related	Flat Fee	\$ 325	\$ 325			
14.09.020	Public/Quasi	Flat Fee	\$ 325	\$ 325			
14.10.020	Parks/Open Space	Flat Fee	\$ 325	\$ 325			
14.11.020	Water	Flat Fee	\$ 325	\$ 325			
14.13.030	Wetland Overlay	Flat Fee	\$ 325	\$ 325			
	Signs						
14.19.041	Permit Required	Flat Fee	\$ 325	\$ 325			
14.19.053	Location, Placement, & Design	Flat Fee	\$ 325	\$ 325			
14.19.070	Temporary Sign Standards	Flat Fee	\$ 325	\$ 325			
14.19.080	Prohibited Signs	Flat Fee	\$ 325	\$ 325			
	Other Chapter 14 Muni Code Regulations						
14.16.020	Accessory Structures	Flat Fee	\$ 500	\$ 500			
14.16.140	Fences	Flat Fee	\$ 300	\$ 300			
14.16.220	Home Occupation Ordinance	Flat Fee	\$ 325	\$ 325			
14.16.250	Motor Vehicle Maintenance & Storage in Residential Districts	Flat Fee	\$ 275	\$ 275			
14.16.285	Second Dwelling Unit Standards	Flat Fee	\$ 500	\$ 500			
14.17.020	Animal Keeping	Flat Fee	\$ 325	\$ 325			
14.22.070	Use Permits - Conditions of Approval	Flat Fee	\$ 325	\$ 325			
14.23.060	Variances - Conditions of Approval	Flat Fee	\$ 325	\$ 325			
14.24.050	Exceptions - Conditions of Approval	Flat Fee	\$ 325	\$ 325			
14.25.020	Environmental Design Review Permits	Flat Fee	\$ 325	\$ 325			
14.25.040	Improvements Subject to Review	Flat Fee	\$ 325	\$ 325			
14.25.080	Environmental Design Review - Conditions of Approval	Flat Fee	\$ 325	\$ 325			
14.30.040	Failure to Comply with Conditions of any Permit or Approval	Flat Fee	\$ 325	\$ 325			
17.20.060	Obstruction in Water & Sunken Vessels						
	First Offense	Flat Fee	\$ 275	\$ 275			

City of San Rafael
Admin Citations

Muni	Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			Fee	No Change	CPI	Other	
17.20.070	Second & Additional Offense	Each	\$	500	\$ 500		
	Dangerous & Disabled Vessels						
	First Offense	Flat Fee	\$	275	\$ 275		
17.30.010	Second & Additional Offense	Each	\$	500	\$ 500		
	Vessel Speed Restrictions						
	First Offense	Flat Fee	\$	50	\$ 50		
	Second & Additional Offense	Each	\$	100	\$ 100		
Other Chapter 17 Muni Code Regulations							
17.10.030	Dredging, Dumping, Excavating, Constructing without a City Tidelands Permit	Flat Fee	\$	500	\$ 500		
17.20.050	Anchoring & Mooring Prohibited	Flat Fee	\$	275	\$ 275		
Open Space Lands							
19.10.060(10)	Destruction of Property	Flat Fee	\$	500	\$ 500		
19.10.060(18)	Hunting & Dangerous Weapons	Flat Fee	\$	500	\$ 500		
19.10.060(1-9)(11-17)(19-30)		Flat Fee					
	Other Regulations - First Offense		\$	50	\$ 50		
	Other Regulations - Second Offense	Flat Fee	\$	100	\$ 100		
	Other Regulations - Third & Additional Offense	Each	\$	250	\$ 250		

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

City of San Rafael

Maintenance Services - Sewer & Drainage

Muni	Service Name	Fee Description	Current Fee	Proposed Fee			Notes
			Fee	No Change	CPI	Other	
Maintenance Services							
	Sewer Service - San Rafael Sanitation District*		Full Cost Recovery Using Business Cost Study Data	Full Cost Recovery Using Business Cost Study Data	2.37%		
	Drainage - Storm Water**	Per EDU	\$ 28	\$ 28			

Footnotes

FBHR = Fully Burdened Hourly Rate For Staff Positions

* *Subject to Negotiations with SRSD Board*

** *Subject to Proposition 218 Requirements*

Recreation & Childcare Fee Schedules - Current vs. Proposed effective 1/1/2025 except where noted		Current 2024 Fees		Proposed Fees Effective 01/01/2025		
Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee	Resident Fee	Non-Resident Fee	Rationale for change
08.00.01 - Contract Programs and Classes	Variable	City retains between 20% to 40% of cost of program provider as fee - subject to individual negotiation		City retains between 20% to 40% of cost of program provider as fee - subject to individual negotiation		No Change

		Current 2024 Fees		Proposed Fees Effective 01/01/2025		
Fee Category	Unit of Measure	Resident Fee	Non-Resident Fee	Resident Fee	Non-Resident Fee	Rationale for change
08.00.02 - Facility Reservation Fees						
Miscellaneous Facility Fees						
Refundable reservation/damage deposit for San Rafael Auditorium	Flat Rate	\$1,000	\$1,000	\$1,000	\$1,000	No Change - Deposit Fee Only
Refundable reservation/damage deposit for San Rafael Clubrooms	Per room	\$100	\$100	\$100	\$100	No Change - Deposit Fee Only
Refundable reservation/damage deposit for Boro Auditorium/Gym	Flat Rate	\$500	\$1,000 (commercial use, non-resident private groups, and outside nonprofits)	\$500	\$1,000 (commercial use, non-resident private groups, and outside nonprofits)	No Change - Deposit Fee Only
Refundable reservation/damage deposit for Boro Classrooms	Per room	\$100	\$100	\$100	\$100	No Change - Deposit Fee Only
Refundable reservation/damage deposit for Terra Linda Clubrooms	Per room	\$100	\$100	\$100	\$100	No Change - Deposit Fee Only
Staff attendant fee	Per Hour	\$26	\$26	\$32	\$32	Increased Personnel Expense - Based on Fully Burdened Hourly Rate of a Facility Attendant at mid-step
San Rafael Community Center						
Auditorium						
Non-profit organizations	Per Hour (4 hr min Sat & Sun)	\$93	\$103	\$107	\$118	15% Increase based on market rate analysis
Private use & non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	\$113	\$124	\$130	\$143	15% Increase based on market rate analysis
Commercial groups	Per Hour (4 hr min Sat & Sun)	\$134	\$144	\$154	\$170	15% Increase based on market rate analysis
Clubroom, Lounge						
Non-profit organizations	Per room, per hour	\$31	\$36	\$33	\$36	5% increase based on Market Rate Analysis
Private use & non-profit fundraising events	Per room, per hour	\$41	\$46	\$43	\$47	5% increase based on Market Rate Analysis
Commercial groups	Per room, per hour	\$57	\$62	\$60	\$66	5% increase based on Market Rate Analysis
Kitchen with Facility Rental						
Non-profit organizations	Flat Rate	\$124	\$134	\$130	\$143	5% increase based on Market Rate Analysis
Private use & non-profit fundraising events	Flat Rate	\$155	\$165	\$163	\$179	5% increase based on Market Rate Analysis
Commercial groups	Flat Rate	\$185	\$196	\$194	\$214	5% increase based on Market Rate Analysis
Lonatase Garden (fees apply if not in conjunction with Auditorium Rental)						
Non-profit organizations	Per Hour	\$26	\$31	\$27	\$30	5% increase based on Market Rate Analysis
Private use & non-profit fundraising events	Per Hour	\$36	\$41	\$38	\$42	5% increase based on Market Rate Analysis
Commercial groups	Per Hour	\$46	\$52	\$48	\$53	5% increase based on Market Rate Analysis
Albert J Boro Community Center						
Auditorium/Multi-Purpose Room						
Non-profit organizations	Per Hour (4 hr min Sat & Sun)	\$47	\$52	\$53	\$59	Per Council direction, based on 50% of the regular SRCC Fees
Resident private use & non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	\$57	NA	\$65	NA	Per Council direction, based on 50% of the regular SRCC Fees
Non-Resident private use & outside non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	NA	\$124	NA	\$124	5% increase based on Market Rate Analysis
Commercial groups	Per Hour (4 hr min Sat & Sun)	\$134	\$144	\$141	\$155	5% increase based on Market Rate Analysis
Classroom						
Non-profit organizations	Per room, per hour	\$16	\$19	\$17	\$19	Per Council direction, based on 50% of the regular SRCC Fees
Resident private use & non-profit fundraising events	Per room, per hour	\$21	NA	\$22	NA	Per Council direction, based on 50% of the regular SRCC Fees
Non-Resident private use & outside non-profit fundraising events	Per room, per hour	NA	\$46	NA	\$47	5% increase based on Market Rate Analysis

Commercial groups	Per room, per hour	\$57	\$62	\$60	\$66	5% increase based on Market Rate Analysis
Kitchen with Facility Rental						
Non-profit organizations	Flat Rate	\$62	\$67	\$65	\$72	Per Council direction, based on 50% of the regular SRCC Fees
Resident private use & non-profit fundraising events	Flat Rate	\$78	NA	\$81	NA	Per Council direction, based on 50% of the regular SRCC Fees
Non-Resident private use & outside non-profit fundraising events		NA	\$165	NA	\$173	5% increase based on Market Rate Analysis
Commercial groups	Flat Rate	\$185	\$196	\$194	\$214	5% increase based on Market Rate Analysis
Gymnasium						
Non-profit organizations	Per Hour (4 hr min Sat & Sun)	\$41	\$46	\$43	\$47	5% increase based on Market Rate Analysis
Private use & non-profit fundraising events	Per Hour (4 hr min Sat & Sun)	\$52	\$57	\$55	\$60	5% increase based on Market Rate Analysis
Commercial groups	Per Hour (4 hr min Sat & Sun)	\$77	\$82	\$81	\$89	5% increase based on Market Rate Analysis
Terra Linda Community Center						
Clubroom						
Non-profit organizations	Per room, per hour	\$31	\$36	\$33	\$36	5% increase based on Market Rate Analysis
Private use & non-profit fundraising events	Per room, per hour	\$41	\$46	\$43	\$47	5% increase based on Market Rate Analysis
Commercial groups	Per room, per hour	\$57	\$62	\$60	\$66	5% increase based on Market Rate Analysis
Kitchen						
Non-profit organizations	Flat Rate	\$52	\$72	\$55	\$60	5% increase based on Market Rate Analysis
Private use & non-profit fundraising events	Flat Rate	\$62	\$82	\$65	\$72	5% increase based on Market Rate Analysis
Commercial groups	Flat Rate	\$72	\$93	\$76	\$83	5% increase based on Market Rate Analysis

Fee Category	Unit of Measure	Current 2024 Fees		Proposed Fees Effective 01/01/2025		Rationale for change
		Resident Fee	Non-Resident Fee	Resident Fee	Non-Resident Fee	
08.00.03 - Falkirk Cultural Center Reservation Fees						
Monday - Thursday Reservations						
Non-profit organizations	Per Hour (2 hour minimum)	\$103	\$124	\$118	\$130	15% Increase based on market rate and cost recovery analysis
Private use & non-profit fundraising	Per Hour (2 hour minimum)	\$155	\$175	\$178	\$196	15% Increase based on market rate and cost recovery analysis
Commercial groups	Per Hour (2 hour minimum)	\$206	\$227	\$237	\$261	15% Increase based on market rate and cost recovery analysis
Refundable reservation/damage deposit	Flat Rate	\$1,000	\$1,000	\$1,000	\$1,000	No Change - Deposit Fee Only
Friday or Sunday Reservations						
Non-profit organizations	6 hours	\$927	\$1,051	\$1,066	\$1,173	15% Increase based on market rate and cost recovery analysis
Private use & non-profit fundraising	6 hours	\$1,391	\$1,514	\$1,600	\$1,760	15% Increase based on market rate and cost recovery analysis
Commercial groups	6 hours	\$1,854	\$1,978	\$2,132	\$2,345	15% Increase based on market rate and cost recovery analysis
Refundable reservation/damage deposit	Flat Rate	\$1,000	\$1,000	\$1,000	\$1,000	No Change - Deposit Fee Only
Saturday Reservations						
Non-profit organizations	10 hours	\$1,545	\$1,751	\$1,777	\$1,954	15% Increase based on market rate and cost recovery analysis
Private use & non-profit fundraising	10 hours	\$2,318	\$2,524	\$2,666	\$2,932	15% Increase based on market rate and cost recovery analysis
Commercial groups	10 hours	\$3,090	\$3,296	\$3,554	\$3,909	15% Increase based on market rate and cost recovery analysis
Refundable reservation/damage deposit	Flat Rate	\$1,000	\$1,000	\$1,000	\$1,000	No Change - Deposit Fee Only
Long-Term Rentals						
Non-profit organizations	Per Hour	\$103	\$175	\$118	\$193	15% Increase based on market rate and cost recovery analysis
Private use & non-profit fundraising	Per Hour	\$155	\$252	\$178	\$277	15% Increase based on market rate and cost recovery analysis
Commercial groups	Per Hour	\$206	\$330	\$237	\$363	15% Increase based on market rate and cost recovery analysis
Refundable reservation/damage deposit	Flat Rate	\$100	\$100	\$100	\$100	No Change - Deposit Fee Only
Falkirk Estate Extra Hours - Fridays, Saturdays, or Sundays						
Commercial groups	Per Hour	\$309	\$330	\$355	\$391	15% Increase based on market rate and cost recovery analysis
Private use & non-profit fundraising	Per Hour	\$232	\$252	\$267	\$293	15% Increase based on market rate and cost recovery analysis

Fee Category	Unit of Measure	Current 2024 Fees		Proposed Fees Effective 01/01/2025		Rationale for change
		Resident Fee	Non-Resident Fee	Resident Fee	Non-Resident Fee	
08.00.04 - Aquatics Program Fees						
Regular Season Pool Passes						
Adult (18 - 61 years)	Memorial Day - Labor Day Season Pass	\$144	\$165	\$166	\$182	15% Increase based on market rate and cost recovery analysis
Youth (1 - 17 years) & Seniors (62+ years)	Memorial Day - Labor Day Season Pass	\$103	\$124	\$118	\$130	15% Increase based on market rate and cost recovery analysis
Under 1 year old	Memorial Day - Labor Day Season Pass	Free	Free	Free	Free	
Regular Season Daily Admission Drop-in (Lap & Rec Swim)						
Adult (18 - 61 years)	Daily Drop-In Admission	\$7	\$10	\$9	\$12	Whole dollar increase based on market rate and cost recovery analysis
Youth (1 - 17 years) & Seniors (62+ years)	Daily Drop-In Admission	\$5	\$8	\$7	\$10	Whole dollar increase based on market rate and cost recovery analysis
Under 1 year old	Daily Drop-In Admission	Free	Free	Free	Free	
Regular Season Punch Pass (15 admissions)						
Adults (Age 18-61)	15-admissions	\$94	\$134	\$115	\$153	Whole dollar increase based on market rate and cost recovery analysis
Youth (age 1-17) & Seniors (62+ years)	15-admissions	\$67	\$107	\$89	\$128	Whole dollar increase based on market rate and cost recovery analysis
Regular Season Pool Area Rentals						
Rental of Terra Linda Community Pool facility	Per hour (2 hour minimum; includes 2 lifeguards)	\$124	NA	\$143	NA	15% Increase based on market rate and cost recovery analysis
San Rafael non-profit group rental of Terra Linda Community Pool Facility	Per hour (2 hour minimum; includes 2 lifeguards)	\$124	NA	\$143	NA	15% Increase based on market rate and cost recovery analysis
Outside non-profit rental of Terra Linda Community Pool Facility	Per hour (2 hour minimum; includes 2 lifeguards)	NA	\$155	NA	\$178	15% Increase based on market rate and cost recovery analysis
Commercial Group rental of Terra Linda Community Pool Facility	Per hour (2 hour minimum; includes 2 lifeguards)	NA	\$206	NA	\$237	15% Increase based on market rate and cost recovery analysis
Lifeguard fee (group rentals of more than 50 participants)	Per additional guard required at 1:25 ratio	\$26	\$26	\$30	\$30	Based on Fully Burdened Hourly Rate of Lifeguards
Water Inflatable Fee	Per hour	\$41	\$52	\$47	\$57	15% Increase based on market rate and cost recovery analysis
Picnic Tables (2 hr minimum, attendees will be charged at Resident rates for pool entry)	Per hour	\$43	\$49	\$49	\$54	15% Increase based on market rate and cost recovery analysis
Indoor Party Room (3 hr block, includes 30 entries)	Flat Rate	\$361	\$397	\$415	\$437	15% Increase based on market rate and cost recovery analysis
Regular Season Lane Rental Fees						
Lane Fee for Local Swim Teams - standard practice	Per Lane Per Hour	\$6	\$7	\$8	\$9	Whole dollar increase based on market rate and cost recovery analysis
Lane Fee for Local Swim Teams - swim meets or practices for novice swimmers	Per Lane Per Hour	\$9	\$10	\$11	\$12	Whole dollar increase based on market rate and cost recovery analysis
Lane Fee for Commercial Groups	Per Lane Per Hour	\$15	\$20	\$17	\$22	Whole dollar increase based on market rate and cost recovery analysis
Swim Lesson Fees* (see note)						
Group Lessons - 30 minute	30 minute lesson	\$15	\$19	\$17	\$21	Whole dollar increase based on market rate and cost recovery analysis
Group Lessons - 40 minute	40 minute lesson	\$18	\$21	\$20	\$23	Whole dollar increase based on market rate and cost recovery analysis
Private Lessons - 30 minute	30 minute lesson	\$36	\$41	\$40	\$45	Whole dollar increase based on market rate and cost recovery analysis
Private Lessons - Additional Child	Per additional child per lesson	\$15	\$19	\$17	\$21	Whole dollar increase based on market rate and cost recovery analysis
Swim Lesson Session Packages						
Group Lessons - 30 minute	3 Lesson Session	\$46	\$57	\$53	\$58	15% Increase based on market rate and cost recovery analysis
Group Lessons - 30 minute	4 Lesson Session	\$62	\$76	\$71	\$78	15% Increase based on market rate and cost recovery analysis
Group Lessons - 40 minute	3 Lesson Session	\$54	\$63	\$62	\$68	15% Increase based on market rate and cost recovery analysis
Group Lessons - 40 minute	4 Lesson Session	\$72	\$84	\$83	\$91	15% Increase based on market rate and cost recovery analysis
Private Lessons - 30 minute	3 Lesson Session	\$108	\$123	\$124	\$137	15% Increase based on market rate and cost recovery analysis
Private Lessons - 30 minute	4 Lesson Session	\$144	\$164	\$166	\$182	15% Increase based on market rate and cost recovery analysis
Fall/Winter Season Daily Admission Drop-in (Lap & Rec Swim)						
Lap Swim (Adult)	Per visit (drop-in)	\$11	\$14	\$13	\$16	22% increase based on market rate analysis and cost recovery analysis
Lap Swim (Senior/Youth)	Per visit (drop-in)	\$8	\$11	\$10	\$13	22% increase based on market rate analysis and cost recovery analysis
Fall/Winter Season Lane Rental Fees						
Lane Fee for Local Swim Teams - standard practice	Per Lane Per Hour	\$12	\$14	\$14	\$16	22% increase based on market rate analysis and cost recovery analysis
Lane Fee for Local Swim Teams - swim meets or practices for novice swimmers	Per Lane Per Hour	\$16	\$18	\$19	\$21	22% increase based on market rate analysis and cost recovery analysis
Lane Fee for Commercial Groups	Per Lane Per Hour	\$25	\$30	\$31	\$35	22% increase based on market rate analysis and cost recovery analysis

Fall/Winter Season Punch Pass (10-Admissions)	Effective 10/1/24					Punch Cards receive percentage discounts from standard daily drop-in admission fees. 5 punch: 5%; 10 punch: 10%; 15 punch: 15%
Adult (10% discount)	10-punch	NA	NA	\$121	\$144	New Fee Category
Senior/Youth (10% discount)	10-punch	NA	NA	\$88	\$117	New Fee Category

Fee Category	Unit of Measure	Current 2024 Fees		Proposed Fees Effective 01/01/2025		Rationale for change
		Resident Fee	Non-Resident Fee	Resident Fee	Non-Resident Fee	
08.00.05 - Park & Field Fees						
Athletic Field Fees						
Albert Park Stadium All Field						
Non-profit organizations	Per Hour	\$46	\$52	\$48	\$53	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Hour	\$57	\$62	\$60	\$66	5% increase based on market rate analysis
Commercial groups	Per Hour	\$67	\$72	\$70	\$77	5% increase based on market rate analysis
Game Field Prep	Flat Rate	\$31	\$36	\$33	\$36	5% increase based on market rate analysis
Refundable reservation/damage deposit	Flat Rate	\$300	\$300	\$300	\$300	No Change - Deposit Fee Only
Lights (evening uses)	Per Hour	\$43	\$43	\$45	\$50	5% increase based on market rate analysis
Pickleweed Field (per soccer field)						
Non-profit organizations	Per Hour	\$21	\$26	\$31	\$34	Increase based on new, improved field conditions and market rate analysis (all-weather turf)
Private use & non-profit fundraising	Per Hour	\$31	\$36	\$37	\$41	Increase based on new, improved field conditions and market rate analysis (all-weather turf)
Commercial groups	Per Hour	\$41	\$46	\$51	\$56	Increase based on new, improved field conditions and market rate analysis (all-weather turf)
Refundable reservation/damage deposit	Flat Rate	\$300	\$300	\$300	\$300	
Bernard Hoffman Field						
Non-profit organizations	Per Hour	\$21	\$26	\$22	\$24	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Hour	\$31	\$36	\$33	\$36	5% increase based on market rate analysis
Commercial groups	Per Hour	\$41	\$46	\$43	\$47	5% increase based on market rate analysis
Refundable reservation/damage deposit	Flat Rate	\$100	\$100	\$100	\$100	No Change - Deposit Fee Only
Victor Jones Field						
Non-profit organizations	Per Hour	\$21	\$26	\$22	\$24	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Hour	\$31	\$36	\$33	\$36	5% increase based on market rate analysis
Commercial groups	Per Hour	\$41	\$46	\$43	\$47	5% increase based on market rate analysis
Refundable reservation/damage deposit	Flat Rate	\$100	\$100	\$100	\$100	No Change - Deposit Fee Only
Park Facilities Fees						
Redwood Grove - Gerstle Park Picnic Area (3hr minimum)						
Non-profit organizations	Per Hour	\$31	\$36	\$33	\$36	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Hour	\$41	\$46	\$43	\$47	5% increase based on market rate analysis
Commercial groups	Per Hour	\$52	\$57	\$55	\$60	5% increase based on market rate analysis
Pickleweed Park Picnic Area (3hr min)						
Non-profit organizations	Per Hour	\$16	\$19	\$17	\$19	
Resident private use & non-profit fundraising events	Per Hour	\$21	NA	\$22	NA	Per Council direction, based on 50% of the regular (redwood grove) Fees
Non-Resident private use & non-profit fundraising events	Per Hour	NA	\$46	NA	\$47	5% increase based on market rate analysis
Commercial groups	Per Hour	\$52	\$57	\$55	\$60	5% increase based on market rate analysis
Small Group Picnic Areas (Gerstle Park 1 & 2; Sun Valley, Victor Jones - Upper & Lower; Terra Linda; Santa Margarita; Frietas) (3hr min)						
Non-profit organizations	Per Hour	\$21	\$26	\$22	\$24	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Hour	\$31	\$36	\$33	\$36	5% increase based on market rate analysis
Commercial groups	Per Hour	\$41	\$46	\$43	\$47	5% increase based on market rate analysis
Turf/Black Top Areas						
Non-profit organizations	Per Hour	\$21	\$26	\$22	\$24	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Hour	\$31	\$36	\$33	\$36	5% increase based on market rate analysis
Commercial groups	Per Hour	\$41	\$46	\$43	\$47	5% increase based on market rate analysis
Park Rental for Special Event - Use of a full park for a special event; will create list of parks where this is allowed. (Daily Rate - additional facility attendant of trash pick up fees may be applied)						
Non-profit organizations	Per Day	\$515	\$618	\$541	\$595	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Day	\$618	\$721	\$649	\$714	5% increase based on market rate analysis

Commercial groups	Per Day	\$721	\$824	\$757	\$833	5% increase based on market rate analysis
Staff attendant fee	Per Hour	\$26	\$26	\$32	\$32	Increased Personnel Expense - Based on Fully Burdened Hourly Rate of a Facility Attendant at mid-step
Tennis Court Fees						
Tennis Courts (Leagues/Tournament Play)						
Non-profit organizations	Per Court Per Hour	\$16	\$21	\$17	\$18	5% increase based on market rate analysis
Private use & non-profit fundraising	Per Court Per Hour	\$21	\$26	\$22	\$24	5% increase based on market rate analysis
Commercial groups	Per Court Per Hour	\$26	\$31	\$27	\$30	5% increase based on market rate analysis
Lights (evening uses)	Per Hour	\$21	\$21	\$22	\$24	5% increase based on market rate analysis
Tennis Keys						
Tennis keys - Adult (18+ years)	Per Year	\$52	\$77	\$55	\$60	5% increase based on market rate analysis
Tennis keys - Youth (under 18)	Per Year	\$52	\$77	\$55	\$60	5% increase based on market rate analysis
Tennis keys - seniors (60 and over)	Per Year	\$52	\$77	\$55	\$60	5% increase based on market rate analysis
Community Garden Fees						
Community Garden annual fee (Terra Linda)			See Note for NR fee eligibility		See Note for NR fee eligibility	
Full Plot = 450' sq. ft.	Per Plot Per Year	\$137	\$165	\$144	\$158	5% increase based on market rate analysis
Half-Plot = 225' sq. ft.	Per Plot Per Year	\$68	\$82	\$71	\$79	5% increase based on market rate analysis
Community Garden annual fee (Canal)						
Full Plot = 50' sq. ft.	Per Plot Per Year	\$77	\$93	\$81	\$89	5% increase based on market rate analysis
Half-Plot = 25' sq. ft.	Per Plot Per Year	\$39	\$46	\$41	\$45	5% increase based on market rate analysis
<i>Note: San Rafael Community Gardens are for use by San Rafael residents only. Beginning 1/1/22, gardeners that moved out of San Rafael are no longer eligible to participate in this program. Current gardeners who moved out of San Rafael prior to January 1, 2022 were allowed to retain their garden plot.</i>						

Fee Category	Unit of Measure	Current 2024 Fees		Proposed Fees Effective 01/01/2025		Rationale for change
		Resident Fee	Non-Resident Fee	Resident Fee	Non-Resident Fee	
08.00.06 - Miscellaneous Fees						
Vertical Banner	3-weeks	\$62	NA	\$71	NA	15% increase based on market rate analysis
Horizontal Banner - Cross Street	3-weeks	\$371	NA	\$427	NA	15% increase based on market rate analysis

Fee Category	Unit of Measure	Fee Type	Current 2024 Fees		Proposed Fees Effective 01/01/2025		Rationale for change
			REGULAR FEE	REGULAR FEE	REGULAR FEE	REGULAR FEE	
08.06.10 - Childcare Program Fees							
Childcare Regular Fees							
Full Day Program	Day	Regular Rate	\$66	Regular Rate	\$66	No Change	No Change
Preschool Tuition	Month	Regular Rate	\$1,739	Regular Rate	\$1,739	No Change	No Change
Registration Fee	Annual	Regular Rate	\$84	Regular Rate	\$84	No Change	No Change
Summer Kid's Camp	Week	Regular Rate	\$398	Regular Rate	\$398	No Change	No Change
Childcare Afterschool Program Fees - Miller Creek School District Sites							
5 Days/wk	Month	Regular Rate	\$579	Regular Rate	\$579	No Change	No Change
3 Days/wk	Month	Regular Rate	\$306	Regular Rate	\$306	No Change	No Change
3 days/wk incl. Wed	Month	Regular Rate	\$376	Regular Rate	\$376	No Change	No Change
Kindergarten Part Day (3 Days/Wk)	Month	Regular Rate	\$207	Regular Rate	\$207	No Change	No Change
Kindergarten Part Day (4 Days/Wk)	Month	Regular Rate	\$264	Regular Rate	\$264	No Change	No Change
Kindergarten Full Day (3 Days/Wk)	Month	Regular Rate	\$456	Regular Rate	\$456	No Change	No Change
Kindergarten Full Day (5 Days/Wk)	Month	Regular Rate	\$782	Regular Rate	\$782	No Change	No Change
Childcare Afterschool Program Fees - San Rafael City School District Sites							
5 Days/wk	Month	Regular Rate	\$596	Regular Rate	\$596	No Change	No Change
3 Days/wk	Month	Regular Rate	\$329	Regular Rate	\$329	No Change	No Change
3 days/wk incl. Wed	Month	Regular Rate	\$391	Regular Rate	\$391	No Change	No Change