



# TOWN OF MORAGA, CA

## Master Fee Schedule Fiscal Year 2015-16

(Effective July 27, 2015)

(Revised: August 26, 2015, Published: October 26, 2015)





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**TOWN OF MORAGA**

**GENERAL GOVERNMENT**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
<b>Administrative Citation (MMC Chapter 1.28)</b>		
Appeal of Hearing Officer's Decision - to Town Council	\$500	application fee
Late payment (of Administrative Citation)	10%	of citation
<b>Checks</b>		
Returned Check (NSF) Fee	\$25	each
Stop Payment/Re-issue	\$25	each
<b>Documents</b>		
Adopted Budget (printed copy)	\$25	each
Certified True Copy	\$11	each
Comprehensive Annual Financial Report / Basic Financial Statements (printed copy)	\$25	each
Mailing of Documents	\$3	each
Notary Services	\$10	each
Notice of Intent to File an Initiative	\$200	each
<b>Nuisance Abatement (MMC Chapter 7.16)</b>		
Appeal Application - Hearing Officer	\$250	application fee
Appeal of Hearing Officer's Decision - to Town Council	\$500	application fee
<b>Photocopies</b>		
Black and White	\$0.25	page
Color	\$0.75	page
<b>Public Meetings</b>		
Audio CD (compact disc) of Council/Planning Commission/Parks & Recreation Commission Meetings	\$5	each
Town Council Agenda - U.S. Mail	\$50	year
Emailed Agendas or Pick Up at Town Offices	No Charge	

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

**TOWN OF MORAGA**

**PARKS & RECREATION**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
All rentals require Certificate of Insurance listing the Town as additionally insured. Nonprofit organizations must show the tax ID number.		
<b>Hacienda Event Fees ---May 1 to October 31</b>	\$750	Deposit
	\$250 non-refundable processing/facilitation fee	
Resident:		
Friday/Saturday/Sunday	Fri \$1,076 Sat \$1,755 Sun \$1,168	Event
Friday/Saturday/Sunday (Cash/Check Discount)	Fri \$1,045 Sat \$1,695 Sun \$1,125	Event
Non-Resident:		
Friday/Saturday/Sunday	Fri \$1,400 Sat \$2,300 Sun \$1,600	Event
Friday/Saturday/Sunday (Cash/Check Discount)	Fri \$1,350 Sat \$2,250 Sun \$1,550	Event
<b>Pavilion Event Fees -- May 1 to October 31</b>	\$750	Deposit
	\$250 non-refundable processing/facilitation fee	
Resident:		
Friday/Saturday/Sunday	Fri \$963 Sat \$1,539 Sun \$1,013	Event
Friday/Saturday/Sunday (Cash/Check Discount)	Fri \$935 Sat \$1,485 Sun \$975	Event
Non-Resident:		
Friday/Saturday/Sunday	Fri \$1,200 Sat \$2,000 Sun \$1,400	Event
Friday/Saturday/Sunday (Cash/Check Discount)	Fri \$1,150 Sat \$1,950 Sun \$1,350	Event
<b>Hacienda and Pavilion Event Fees -- May 1 to October 31</b>	\$750	Deposit
	\$250 non-refundable processing/facilitation fee	
Resident:		
Friday/Saturday/Sunday	Fri \$1,473 Sat \$2,512 Sun \$1,709	Event
Friday/Saturday/Sunday (Cash/Check Discount)	Fri \$1,430 Sat \$2,430 Sun \$1,650	Event
Non-Resident:		
Friday/Saturday/Sunday	Fri \$1,900 Sat \$3,300 Sun \$2,200	Event

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**TOWN OF MORAGA**

**PARKS & RECREATION**

Description	Fee	Unit
Friday/Saturday/Sunday (Cash/Check Discount)	Fri \$1,850 Sat \$3,150 Sun \$2,150	Event
Moraga-based Nonprofit/Town Employees	\$300/event (Nov 1 to April 30) Resident rate (Fri/Sat/Sun -- May 1 to October 31)	Event
Date Change Fee (Hacienda events May 1 - October 31)	Change < 6 mo \$550 Change ≥ 6 mo \$300	
Additional Hours added to Hacienda and/or Pavilion events	\$200	Hour
<b>Moraga Park Rentals:</b>		
Cancellation Fee	\$30	Event
<b>Reserved Park Picnic Area:</b>		
Reservations are required for groups of 10 or more. Deposit equal to the event fee is required at the time of payment. Groups greater than 400 for park picnic area rentals require a special fee on a case-by-case basis.		
<35 people:		
Nonprofit	\$69	Event
Resident	\$83	Event
Non-Resident	\$136	Event
Commercial	\$158	Event
36-85 people:		
Nonprofit	\$91	Event
Resident	\$105	Event
Non-Resident	\$179	Event
Commercial	\$216	Event
86-100 people:		
Nonprofit	\$163	Event
Resident	\$179	Event
Non-Resident	\$334	Event
Commercial	\$378	Event
101-200 people:		
Nonprofit	\$243	Event
Resident	\$263	Event
Non-Resident	\$486	Event
Commercial	\$532	Event
201-400 people:		
Nonprofit	\$325	Event
Resident	\$340	Event
Non-Resident	\$532	Event
Commercial	\$599	Event
<b>Grass Areas:</b>		
Reservations are required for groups of 10 or more. Groups greater than 70 will be charged a non-refundable facility maintenance impact fee. Groups > 70 are also required to reserve accompanying Reserved Park Picnic Area (fees listed above) in addition to Grass Area.		
Facility Maintenance impact fee (non-refundable)	\$88	groups over 70

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**TOWN OF MORAGA**

**PARKS & RECREATION**

Description	Fee	Unit
Nonprofit	\$18	Hour
Private	\$24	Hour
Commercial	\$35	Hour
Bocce Ball, Volleyball, Basketball, Skatepark, Disc Golf:		
Nonprofit	\$18	Hour
Private	\$24	Hour
Commercial	\$35	Hour
Bocce Ball Set Rental	\$24	Hour
Bocce Ball Set Rental Deposit	\$100	Set

**Moraga Commons Bandshell:**

Reservations are required for groups of 10 or more.		
Minimum Use Fee - 4 hours	\$516	Use
Per Hour over Minimum	\$113	Hour
Refundable Use Deposit	\$304	Use
Refundable Amplification Surcharge:	\$550	Use
Facility Attendant	\$21.00/hour (2-hour minimum)	

**Room Rentals (MEETINGS ONLY) :**

Hacienda, Library:		
All fees will be based on an hourly rate with a 2 hour minimum. Deposits are due at the time of payment.		
All fees apply Mon-Sun, November 1 - April 30 and Mon-Thu, May 1 - October 31.		
Deposits:		
Rooms Rentals	\$100 (Mon-Thur); \$450 (Fri-Sun)	
Photography	\$100	
Kitchen	\$300	
Cancellation Fee	\$30	room
Facility Attendant -- Required for all rentals.	\$21.00/hour (2-hour minimum)	

Mosaic, Dance, Garden Conference, Fireside, Hacienda Patio, Library Community:

Library Facility Attendant Fee will be waived for local non-profit/homeowners associations in good standing during regular business hours (hours the library is open to the public). A damage deposit, posted by the Friends of the Library, will cover all local groups if rental extends beyond open hours.		
Nonprofit	\$17	Hour
Private	\$24	Hour
Commercial	\$52	Hour
Hacienda Kitchen:		
Nonprofit	\$33	Hour
Private	\$38	Hour
Commercial	\$96	Hour
Kitchen staging fee	\$53	Flat Fee

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**TOWN OF MORAGA**

**PARKS & RECREATION**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
<b>Hacienda (downstairs -- excluding the kitchen):</b>		
Hacienda Facility Attendant Fee will be waived during regular hours when staff is available (M-F 8:00 a.m. - 5:00 p.m.) Renters will be charged the hourly facility attendant rate for periods extending past the time when staff is available.		
Nonprofit	\$65	Hour
Private	\$71	Hour
Commercial	\$122	Hour
<b>La Sala:</b>		
Nonprofit	\$26	Hour
Private	\$33	Hour
Commercial	\$71	Hour
<b>Pavilion:</b>		
Nonprofit	\$26	Hour
Private	\$71	Hour
Commercial	\$122	Hour
<b>Photography Fee:</b>		
Nonprofit	\$51	Hour
Private	\$65	Hour
Commercial	\$128	Hour
<b>Electronic Community Information Sign:</b>		
Nonprofit/Private/Commercial	\$80	Week
<b>Bricks:</b>		
<b>Initial Purchase:</b>		
Nonprofit	\$139	Brick
Private	\$174	Brick
Commercial	\$208	Brick
<b>Additional Bricks:</b>		
Nonprofit	\$93	Brick
Private	\$116	Brick
Commercial	\$139	Brick
<b>VIP Section:</b>		
Nonprofit	\$231	Brick
Private	\$347	Brick
Commercial	\$462	Brick
<b>Booth Fee: 4th of July and Pear &amp; Wine Festival</b>		
Nonprofit	\$51	Event
Private/Commercial	\$81	Event
<b>Moraga School District</b>	Commercial rental rate for required facility (must pay wedding reception and special event rate for Hacienda facility, Fri/Sat/Sun -- May 1 to October 31)	
<b>Moraga Park Foundation Hacienda Foundation</b>	Facility fees waived for Board of Director meetings and community events hosted at the Hacienda facility or Moraga Commons Park.	

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# TOWN OF MORAGA

## PARKS & RECREATION

Description	Fee	Unit
<b>Recreation Class Fees</b>		
Fees for classes/activities/programs shall be charged at the rates published three times per year in the department brochure that describes schedule of events, and will include the following:		
Administration Fee	\$3	
Processing fee for dropping a class/activity/program	\$10	

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**TOWN OF MORAGA**

**PLANNING DEPARTMENT**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Hourly Rates for Staff Services:		
Planning Director	\$203	hour
Senior Planner / Economic Development Coordinator	\$143	hour
Associate Planner	\$119	hour
Assistant Planner	\$101	hour
Administrative	\$81	hour
Intern	\$53	hour
Other Department Director	\$203	hour
Overtime incurred by any hourly employee	1-1/2 times regular hourly rate	
CD (compact disc) Copy of Meetings or Electronic Documents (e.g., General/Specific Plan)	\$5	each
Document Copies:		
General Plan (Printed Copy)	\$35	copy
Specific Plan Document (Printed Copy)	\$35	copy
Photocopies:		
8-1/2 x 11" - Black and white	\$0.20	page
8-1/2 x 11" - Color	\$0.50	page
11 x 17" or 8-1/2 x 14" - Black and White	\$0.50	page
11 x 17" or 8-1/2 x 14" - Color	\$1.00	page
Plan-size sheets - Black and White	\$4.08	sheet
Plan-size sheets - Color	\$4.50	sheet
GIS Services	Actual cost	hour
Staff Consulting Services	\$1,000	deposit
Address Change of Site/Property located in Moraga	\$500	
Administrative Design Review:		
Additions <200 sq ft that do not otherwise require Design Review Board (DRB) approval	\$1,000	deposit
Additions >200 sq ft that do not otherwise require DRB approval or have special issues such as drainage easements	\$2,000	deposit
Additions requiring engineering review	\$1,000	additional deposit / per issue
Appeal - by Applicant Note: Applicant must cover full cost to process appeal.	\$3,000	
Appeal - by Private Party (other than Applicant) Note: Applicant must cover full cost to process appeal.	\$1,000	
Building Permit Surcharge	50% of County permit fee	
Building Permit Plan Check	\$175	fee
Certificate of Compliance	\$2,500	
Conditions of Approval - Request to Modify Conditions	\$2,500	deposit
Conditional Occupancy Agreement	\$2,000	deposit
Design Review Board (DRB)	\$3,000	deposit

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**PLANNING DEPARTMENT**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Environmental:		
Initial Study/Negative Declaration or Mitigated Negative Declaration	50% of Contract Cost, or \$25,000, whichever is greater.	deposit
Environmental Impact Report	50% of Contract Cost, or \$25,000, whichever is greater.	deposit
Notice of Exemption (Does not include California Department of Fish and Game Filing Fee)	\$250	
Fence Permit (Public Hearing not required)	\$750	fee
General Plan Amendment	\$10,000	deposit
GIS Mapping "New Lot" Fee	\$175	per lot
Grading Design Review: There are 3 stages of grading review and approval depending upon the extent of the grading.		
Design Review Administrator: Grading projects on slopes less than 20% and less than 200 cubic yards will be reviewed by the Design Review Administrator.	\$1,500	deposit
Design Review Board (DRB): Grading on slopes greater than or equal to 20% or on predevelopment average slopes less than 25% and equal to or greater than 200 cubic yards requires DRB approval.	\$3,000	deposit
Planning Commission Recommendation to Town Council: Projects including landslide repair or slope stabilization on predevelopment average slopes greater than or equal to 25% will require review by the Planning Commission with a recommendation to the Town Council for a decision.	\$9,600	deposit
Historic Landmark Nomination Application	\$3,000	deposit
Home Occupation Permit	\$250	fee
Hillside Development Permit:	\$3,000	deposit
Note: When Grading Permit is also required, only one deposit amount is required.		
Zoning or Design Review Administrator	\$1,500	deposit
Design Review Board or Planning Commission	\$3,000	deposit
Town Council	\$9,600	deposit
Land Use Permit:		
Hearing or Conditional Use Permit	\$3,000	deposit
Permitted Use, Subject to Findings	\$1,500	deposit
Note: For projects that do not require Planning Commission review or approval.		
Use Permit Amendment	\$2,000	deposit
Landscape Maintenance Agreement	\$2,000	deposit
Lot Line Adjustment	\$4,000	deposit
Planned Development (Conceptual Plan)	\$12,000	deposit
Planned Development (General Development Plan)	\$12,000	deposit
Planned Development (Precise Development Plan)	\$12,000	deposit
Pre-Application Meeting	\$175	hour
Reconsideration	\$2,000	deposit
Rezoning or Zoning Text Amendment	\$10,000	deposit

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**PLANNING DEPARTMENT**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Secondary Living Unit	\$1,800	deposit
Sign Applications		
Sign (Design Review Administrator or Zoning Administrator)	\$500	deposit
Sign (Design Review Board or Town Council)	\$1,500	deposit
Sign Permit, Temporary	\$150	fee
<b>Specific Plan Fee:</b> Applies to developments in the Moraga Center Specific Plan. Fee is charged at time of building permit issuance. Fee is based on the number of peak hour and peak direction trips.		
Residential:		
Saint Mary's Housing	\$695	unit
Workforce Housing (12-20/ac)	\$721	unit
Senior Housing (12-20/ac)	\$412	unit
Single Family (3-6 DUA)	\$1,185	unit
Compact Single Family (10-12/ac)	\$721	unit
Non-Residential	\$2,575	peak hour trip
Study Session - New Construction		
With DRB	\$3,000	deposit
With PC	\$3,000	deposit
Study Session - Existing Single Family Residence		
With DRB	\$1,500	deposit
With PC	\$1,500	deposit
Subdivision Improvement Agreement	\$5,000	deposit
Subdivision Major (5+ Lots) / Tentative Map	\$12,000	deposit
Subdivision Minor (1-4 Lots) / Parcel Map	\$6,000	deposit
Tree Removal Permit	\$250	tree
Variance (Planning Commission)	\$5,000	deposit
Verification of Conditions of Approval	\$125/condition (paving, landscaping, colors, etc)	
Zoning Administrator Action – No Hearing	\$2,000	deposit
Zoning Conformance - Request for Written Verification	\$250	fee

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**TOWN OF MORAGA**

**PLANNING DEPARTMENT**

Description	Fee	Unit
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**Additional Information Regarding Deposits:**

The filing deposit for each application, except those which have a fixed fee as provided above, shall be the actual cost incurred by the Town based upon the time spent by staff, work performed by consultants for the Town, materials and other related incidental expenses. The initial deposit specified for the application is based upon the average cost of previous applications; therefore, it may not be sufficient to cover the actual cost incurred in processing a particular project.

If, after work has commenced, it is determined by the Town that the costs will exceed the original deposit, then the applicant shall be billed for the excess amount and an additional deposit shall be made based on an estimate by the staff on the amount of work remaining to complete the processing of the project. If the cost is less than the deposit, the excess of the deposit over the cost shall be refunded to the applicant 60 days after the close of the project. No processing by the Town shall occur unless all deposits called for above have been made by the applicant.

**Deposits for projects where the resources required exceed those available in the Planning Department:**

When it is determined by the Planning Director that resources or technical skills beyond the capability of the resident staff are required to evaluate an application, the staff shall secure an estimate for the cost for such services by outside consultants. Time for Planning Department staff to manage such contracts shall be billed at the hourly rates stated above.

Refunds: If an application is withdrawn before the Town does substantial work on it, and before any required notice is published or posted, a minimum of \$50 time and materials will be charged from the deposit or fee and the remaining balance will be refunded to the applicant.

**Appeals (including an objection to a second living unit):**

For an appeal from any decision for which there is a fee or deposit as described in this document, the Applicant shall be responsible for all expenses borne by the Town, including processing costs of an appeal. However, the appeal fee will be credited to the costs incurred by the applicant.

Government Code Section 65104 authorizes the Town to charge fees to support the work of the Planning Department provided that the fees do not exceed the reasonable cost of providing the service for which the fee is charged.

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**TOWN OF MORAGA**

**POLICE DEPARTMENT**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
<b>Accident Investigation</b>		
Resident	\$70	each
Non-Resident	\$80	each
<b>Accident Report</b>		
Resident	\$30	each
Non-Resident	\$40	each
Background Check (Local)	\$26	each
<b>Citation Sign-Off</b>		
Resident	No Charge	
Non-Resident	\$26	each
False Alarm Fee	\$50	each
<b>Fingerprinting - Standard</b>		
Resident	\$41	set
Non-Resident	\$51	set
Additional Card	\$5	each
<b>Fingerprinting - Live Scan</b>		
Resident	\$41 + DOJ fees	set
Non-Resident	\$72 + DOJ fees	set
Juvenile Diversion Program	125	incident
<b>Loss Verification</b>		
Resident	\$23	each
Non-Resident	\$33	each
<b>Parking Violations (California Vehicle Code, Section 40203.5)</b>		
Moraga Municipal Code		
10.08.020	No Parking/Restricted Zone	\$45 violation
10.08.030(a)	Within Divisional Island	\$45 violation
10.08.030(b)	Within Crosswalk	\$45 violation
10.08.030(c)	Red Curb	\$45 violation
10.08.030(d)	Posted No Parking	\$45 violation
10.08.030(e)	Causes Hazard	\$45 violation
10.08.030(f)	Area with 24 hour notice	\$45 violation
All other municipal, county or park district ordinance violations		\$45 violation
Vehicle Code		
5200 VC	No Front License Plate	\$45 violation
5201 VC	Position of License Plate	\$45 violation
5204 VC	Tabs Not Displayed	\$45 violation
21113(a) VC	Parking on Public Grounds	\$45 violation
21211(b) VC	Parked in Bicycle Lane	\$45 violation
22500.1 VC	Fire Lane	\$45 violation
22500(a) VC	Blocking Intersection	\$45 violation
22500(b) VC	Blocking Crosswalk	\$45 violation
22500(c) VC	Parking Adjacent to Safety Zone	\$45 violation
22500(d) VC	Parking w/in 15' of fire station driveway	\$45 violation
22500(e) VC	Blocking driveway	\$45 violation
22500(f) VC	Blocking sidewalk	\$45 violation
22500(g) VC	Blocking excavation	\$45 violation
22500(h) VC	Double Parking	\$45 violation
22500(i) VC	Parking in Posted Bus Zone	\$250 violation
22500(j) VC	Parking in tube or tunnel	\$45 violation
22500(k) VC	Parking on Bridge	\$45 violation

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**TOWN OF MORAGA**

**POLICE DEPARTMENT**

Description	Fee	Unit
22500(l) VC Blocking Wheelchair Access	\$285	violation
22502(a) VC Curb Parking - right wheel >18" away	\$45	violation
22507.8 VC Handicapped Parking	\$285	violation
22514 VC Blocking Fire Hydrant	\$45	violation
22522 VC Blocking Handicapped Ramp	\$285	violation
All other Vehicle Code violations	\$45	violation
Permits		
ABC Permit Process	\$50	each
Peddler-Solicitor Permit		
Permit	\$30	each
Fingerprinting - Live Scan	DOJ fees	each
Photos	\$41 + developing costs	each
Police Reports - Other		
Resident	\$23	each
Non-Resident	\$33	each
Police Services - Billable/Reimbursable		
Repossession Release (CA Government Code 41612)	15	each
Vehicle ID Verification:		
At Police Dept	\$41	each
At Residence	\$51	each
Vehicle - Release of Impounded/Stored Vehicles	\$150	vehicle

DOJ: Department of Justice fee structure

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**TOWN OF MORAGA**

**PUBLIC WORKS & ENGINEERING**

Description	Fee	Unit
<b>Hourly Rates for Staff Services: (2 hour minimum for emergency services)</b>		
Public Works Director / Town Engineer	\$203	hour
Senior Civil Engineer	\$135	hour
Public Works/Parks Maintenance Manager	\$132	hour
Senior Construction Inspector	\$117	hour
Assistant (Civil) Engineer	\$109	hour
Maintenance Team Leader	\$108	hour
Engineering Technician / Inspector	\$92	hour
Senior Maintenance Worker	\$82	hour
Administrative Support	\$81	hour
Maintenance Worker	\$71	hour
Engineering Intern	\$53	hour
Overtime incurred by any hourly employee	1-1/2 times regular hourly rate	
Consultant Services	Cost + 25%	
<b>Photocopies:</b>		
8-1/2 x 11" - Black and White	\$0.20	page
8-1/2 x 11" - Color	\$0.50	page
11 x 17" or 8-1/2 x 14" - Black and White	\$0.50	page
11 x 17" or 8-1/2 x 14" - Color	\$1.00	page
Plan-size sheets - Black and White	\$4.08	sheet
Plan-size sheets - Color	\$4.50	sheet
<b>Public Works Equipment Rentals:</b>		
Standard Type 1 Barricade (with Flashing Beacon)	\$1.00/day with 2 day minimum	each
Type 3 barricade (3 used to close 2 lane road)	\$7.00/day with 2 day minimum	each
28-inch Traffic Cone	\$0.60/day with 2 day minimum	each
Rental Deposit	Rental Fee multiplied by 20 (used to purchase replacement equipment that is damaged during rental or returned to renter if no damage)	
Drop off & Pickup of Rental Equipment	\$146 minimum (+ hourly charges beyond 2 hrs of Maintenance Worker 1 time)	
Setup of Traffic Control Equipment	\$146 minimum (+ hourly charges beyond 2 hrs of Maintenance Worker 1 time)	
<b>General Engineering Permits Fees:</b>		
Permit Administrative Fee	\$125	application
Work outside permit hours	\$546 minimum ( + hourly charges beyond 4 hours of inspection time & additional required admin time at overtime rate)	

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**TOWN OF MORAGA**

**PUBLIC WORKS & ENGINEERING**

Description	Fee	Unit
Investigation of Work Without a Permit or Without Inspection	An investigation fee shall be charged equal to two times the amount of all permit fees required by this ordinance, with a minimum of \$500. The fee is additive to the permit fees.	
<b>Encroachment Applications:</b>		
Concrete Permit Fee (sidewalk, driveway, curb & gutter, ditches, etc.)	\$182 minimum (+ hourly charges beyond 2 hrs of inspection time & add'l req'd admin time)	application
Excavation Permit Fee (Street Cut)	\$364 minimum (+ hourly charges beyond 4 hrs of inspection time & add'l req'd admin time)	application
Excavation Permit Fee (Street Cut) - Deposit Required for projects greater than 15 days.	\$3,500	deposit
Street Storage Permit Fee	\$30	day
Drainage Easement Permit Fee	\$2,000 deposit	deposit
Encroachment License (Non-Standard Improvements)	\$1,500 + \$250/year	application
Signalized Intersection Encroachment Bond	\$10,000 Bond	application
Excavation Bond (Street Cut)	Deposit amount equal to the calculation of the excavation area multiplied by the unit price for pavement restoration and adjusted by quantity and for the Moraga region per the latest California Department of Transportation cost database plus 25% for administration as a warranty bond returned after 1 year trench does not develop any wearing surface or major defects after 1 year of its installation.	bond

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**PUBLIC WORKS & ENGINEERING**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
<b>Transportation Applications:</b>		
Traffic Control Review	\$46 minimum (+ hourly charges beyond 1/2 hr of technician time & any add'l req'd admin time)	application
Hauling Permit	Project proponent shall correct, or pay for, the "haul incurred" damage, as determined by the Town Engineer or Public Works staff, in accordance with Resolution 2-83.	Case-by-Case
Oversize Loads Permit (Annual)	\$90	per vehicle
Curb Painting Review	\$182 minimum (+ hourly charges beyond 2 hrs of inspection time & add'l req'd admin time)	application
<b>Grading Applications:</b>		
Erosion Control Plan Review & Inspection:		
Between April 15 and October 15	Fee: \$200 / week of potential erosion creating activities; Bond: \$1,000	
Between October 16 and April 14:		
50 cubic yards or less	Fee: \$4,875; Bond: \$2,500*	
51 - 500 cubic yards	Fee: \$6,250; Bond: \$2,500*	
501 - 1000 cubic yards	Fee: \$8,250; Bond: \$5,000*	
1,001 - 10,000 cubic yards	Fee: \$11,500; Bond: \$10,000*	
10,001 - 100,000 cubic yards	Fee: \$17,250; Bond: \$20,000*	
> 100,000 cubic yards	Fee: \$22,000; Bond \$40,000*	
	*Or the amount of the erosion control measures as implemented, whichever is greater.	
Grading Plan Review Fees:		
<20% Slope, <200 Cubic Yards:		
50 cubic yards or less	\$450	
51-200 cubic yards	\$1,000 deposit	deposit
20% < Slope < 25% OR quantity > 200 Cubic Yards:		
50 cubic yards or less	\$500 deposit	deposit
51 - 200 cubic yards	\$1,000 deposit	deposit
201-1,000 cubic yards	\$1,500 deposit	deposit
1,001 - 10,000 cubic yards	\$2,000 deposit	deposit
10,001 - 100,000 cubic yards	\$5,000 deposit	deposit
> 100,000 cubic yards	\$15,000 deposit	deposit
Slope >25%:		
50 cubic yards or less	\$2,000 deposit	deposit
51 - 200 cubic yards	\$2,500 deposit	deposit
201-1,000 cubic yards	\$3,000 deposit	deposit
1,001 - 10,000 cubic yards	\$3,500 deposit	deposit
10,001 - 100,000 cubic yards	\$7,500 deposit	deposit

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

**TOWN OF MORAGA**

**PUBLIC WORKS & ENGINEERING**

Description	Fee	Unit
> 100,000 cubic yards	\$17,500 deposit	deposit
Geotechnical Review	Cost + 25%	
Plan Revision After Approval	\$140	sheet
<b>Grading Inspection Fees:</b>		
50 cubic yards or less	\$925	
51 - 500 cubic yards	\$1,000 + \$100/50 cubic yards	
501 - 1000 cubic yards	\$1,000 + \$100/50 cubic yards	
1,001 - 10, 000 cubic yards	\$2,625 + \$100/100 cubic yards	
10,001 - 100,000 cubic yards	\$3,875 + \$100/150 cubic yards	
> 100,000 cubic yards	\$28,575 + \$100/250 cubic yards	
Grading Permit Surcharge	50% of County permit fee	
Geotechnical Inspection	Cost + 25%	
Works Extends Beyond One Year	\$2,500	deposit
Pool Removal Grading Permit	\$325	permit
Annual Storm water BMP Inspections and Reporting	\$100/BMP	installation
<b>Land Development Applications:</b>		
<i>Site Improvements (Plan Review):</i>		
Public Improvements (including public off-site improvements):		
<\$250,000	2.50% or \$2,500 minimum	deposit
\$250,001 - \$1,000,000	2.25%	deposit
>\$1,000,000	2.00%	deposit
Private Improvements	1.00% or \$2,500 minimum	deposit
Landscape Improvements (Public or Private)	2.50% or \$2,500 minimum	deposit
Plan Revisions After Approval	\$125	sheet
<i>Site Improvements (Inspection):</i>		
Public Improvements (including public off-site improvements):		
<\$50,000	8.00%	deposit
\$50,001 - 150,000	6.00%	deposit
\$150,001 - 300,000	5.00%	deposit
\$300,001 - 500,000	4.00%	deposit
>\$500,000	3.00%	deposit
Private Improvements:		
<\$50,000	5.00%	deposit
\$50,001 - 150,000	4.00%	deposit
\$150,001 - 300,000	3.00%	deposit
\$300,001 - 500,000	2.00%	deposit
>\$500,000	1.00%	deposit
Landscape Improvements (Public or Private)	5.00%	deposit
GIS Conversion of Improvement Plan As-Builts and Final or Parcel Map	\$46	sheet
Performance Bond	99% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	bond

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

**TOWN OF MORAGA**

**PUBLIC WORKS & ENGINEERING**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Performance Cash Bond	1% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	cash bond
Payment Security Bond	50% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	bond
Warranty Bond	15% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	bond
<i>Map Checking:</i>		
Final Map Review (5 or more parcels, or condominiums)	\$1,500 + \$50/lot, or \$7,000, whichever is greater	deposit
Parcel Map Review (4 or fewer parcels)	\$3,000	deposit
Lot Line Adjustment	\$552 minimum (+ hourly charges beyond 4 hrs of staff time)	application
County Land Surveyor Services	Cost + 25%	
Certificate of Correction	\$1,500	deposit
Subdivision Monument Checking Fee	\$150	fee each
Base Map Revision (Subdivisions)	\$50	lot
<i>Project Closeout:</i>		
Warranty inspection and bond release for Subdivisions	\$552 + \$91 per lot or unit, whichever is greater	fee
Warranty inspection and bond release for Single Lot	\$270	fee
Subdivision Improvement Agreement and Development Agreement Extension Processing	\$250 fee per extension (+ hourly charges of staff time)	fee
<i>Other Services:</i>		
Condition of Approval Compliance Review (no improvement plans)	\$1,000	deposit
Drainage or Storm Water Control Plan Review (no improvement plans)	\$1,000	deposit
Street Vacation Request	\$3,000	deposit
Letter of Map Revision / Amendment	\$1,500	deposit
Easements/Dedication/Vacations (Utilities & Emergency Vehicles)	\$3,000	deposit
<b>Planning Applications Reviews (Administered through Planning Department):</b>		
Planning Department fees vary depending upon the process required. See Planning Department fees section.		
Planning Applications with Deposit	Actual Staff Time	
Sign Ordinance Violations	\$40	

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

# TOWN OF MORAGA

## PUBLIC WORKS & ENGINEERING

Description	Fee	Unit
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### Additional Information Regarding Deposits:

The filing deposit for each application, except those which have a fixed fee as provided above, shall be the actual cost incurred by the Town based upon the time spent by staff, work performed by consultants for the Town, materials and other related incidental expenses. The initial deposit specified for the application is based upon the If, after work has commenced, it is determined by the Town that the costs will exceed the original deposit, then the applicant shall be billed for the excess amount and an additional deposit shall be made based on an estimate by the staff on the amount of work remaining to complete the processing of the project. If the cost is less than the deposit, the excess of the deposit over the cost shall be refunded to the applicant 60 days after the close of the project. No processing by the Town shall occur unless all deposits called for above have been made by the applicant.

### Deposits for projects where the resources required exceed those available in the Public Works/Engineering Department:

When it is determined by the Public Works Director that resources or technical skills beyond the capability of the resident staff are required to evaluate an application, the staff shall secure an estimate for the cost for such services by outside consultants. The deposit shall then be the cost of such services plus 25% for management costs.

Refunds: If an application is withdrawn before the Town does substantial work on it, and before any required notice is published or posted, a minimum of \$50 time and materials will be charged from the deposit or fee and the remaining balance will be refunded to the applicant.

### Master Fee Schedule

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

**TOWN OF MORAGA**

**DEVELOPMENT FEES**

*For Reference Purposes*

Description	Fee	Unit
<b>Development Impact Fees - Effective July 1, 2015</b>		
<b>(per Municipal Code 17.04.030 &amp; Resolution 13-2008)</b>		
<b>Residential Development</b>		
Single Family Detached		
General Government Impact Fee	\$5,037	Dwelling Unit
Public Safety Impact Fee	\$849	Dwelling Unit
Storm Drain Impact Fee	\$9,055	Dwelling Unit
Traffic Mitigation Impact Fee	\$593	Dwelling Unit
Park Development Impact Fee	\$3,755	Dwelling Unit
Total Development Impact Fee	<b>\$19,288</b>	
Multi-Family/Duplex		
General Government Impact Fee	\$2,341	Dwelling Unit
Public Safety Impact Fee	\$394	Dwelling Unit
Storm Drain Impact Fee	\$4,528	Dwelling Unit
Traffic Mitigation Impact Fee	\$339	Dwelling Unit
Park Development Impact Fee	\$1,878	Dwelling Unit
Total Development Impact Fee	<b>\$9,480</b>	
Mixed Use Commercial		
General Government Impact Fee	\$2,341	Dwelling Unit
Public Safety Impact Fee	\$394	Dwelling Unit
Storm Drain Impact Fee	included in non-residential	
Traffic Mitigation Impact Fee	included in non-residential	
Park Development Impact Fee	\$1,878	Dwelling Unit
Total Development Impact Fee	<b>\$4,612</b>	
Senior Housing		
General Government Impact Fee	\$2,341	Dwelling Unit
Public Safety Impact Fee	\$394	Dwelling Unit
Storm Drain Impact Fee	\$1,080	Dwelling Unit
Traffic Mitigation Impact Fee	\$124	Dwelling Unit
Park Development Impact Fee	\$1,878	Dwelling Unit
Total Development Impact Fee	<b>\$5,817</b>	
<b>Non-Residential Development</b>		
Commercial		
General Government Impact Fee	\$496	per 1000 sq. ft. of construction
Public Safety Impact Fee	\$250	per 1000 sq. ft. of construction
Traffic Mitigation Impact Fee	\$900	per 1000 sq. ft. of construction
Total Development Impact Fee (w/o Storm Drain)	<b>\$1,646</b>	per 1000 sq. ft. of construction
Storm Drain Impact Fee	\$46,419	per acre of land
Office		
General Government Impact Fee	\$828	per 1000 sq. ft. of construction
Public Safety Impact Fee	\$417	per 1000 sq. ft. of construction
Traffic Mitigation Impact Fee	\$468	per 1000 sq. ft. of construction
Total Development Impact Fee (w/o Storm Drain)	<b>\$1,713</b>	per 1000 sq. ft. of construction

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

**TOWN OF MORAGA**

**DEVELOPMENT FEES**

*For Reference Purposes*

Description	Fee	Unit
Storm Drain Impact Fee (see Commercial rate)		
<b>Hotel</b>		
General Government Impact Fee	\$415	per 1000 sq. ft. of construction
Public Safety Impact Fee	\$207	per 1000 sq. ft. of construction
Traffic Mitigation Impact Fee	\$172	per 1000 sq. ft. of construction
Total Development Impact Fee (w/o Storm Drain)	<b>\$794</b>	per 1000 sq. ft. of construction
Storm Drain Impact Fee	\$46,419	per acre of land
<b>Parkland Dedication (per Municipal Code 8.140)</b>		
Single Family, Detached		
Fee is based on \$850,000 fair market value established by Town Council Resolution No. 14-2008 multiplied by 0.01 acres plus 20% toward costs of off-site improvements.		
Single Family, Attached or Townhouse		
Fee is based on \$850,000 fair market value established by Town Council Resolution No. 14-2008 multiplied by 0.007 acres plus 20% toward costs of off-site improvements.		
Multiple-family duplex, condominium, mobile home		
Fee is based on \$850,000 fair market value established by Town Council Resolution No. 14-2008 multiplied by 0.005 acres plus 20% toward costs of off-site improvements.		

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)



**TOWN OF MORAGA**

**DEVELOPMENT FEES**

*For Reference Purposes*

Description	Fee	Unit
<b>Lamorinda Fee and Finance Authority (LFFA) - Effective January 5, 2015, subject to change January 1, 2016.</b>		
Development projects within the Town of Moraga are also subject to development fees of the Lamorinda Fee and Finance Authority.		
Single-family (per dwelling unit)		
Local Fee	\$1,355	dwelling unit
Regional Fee	\$5,107	dwelling unit
Total LFFA Fee	\$6,462	dwelling unit
Multiple-family or second unit (per dwelling unit)		
Local Fee	\$854	dwelling unit
Regional Fee	\$3,177	dwelling unit
Total LFFA Fee	\$4,031	dwelling unit
Retail/Office/Commercial		
Local Fee	\$0.58	square foot
Regional Fee	\$2.14	square foot
Total LFFA Fee	\$2.72	square foot
College/University (per student)		
Local Fee	\$323	student
Regional Fee	\$1,213	student
Total LFFA Fee	\$1,536	student
Other Land Use (per peak hour trip)		
Local Fee	\$1,349	peak hour trip
Regional Fee	\$5,051	peak hour trip
Total LFFA Fee	\$6,400	peak hour trip

**Master Fee Schedule**

(Effective: July 27, 2015, unless otherwise noted.)

(Revised: August 26, 2015, Published: October 26, 2015)

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the matter of:

Updating the Town of Moraga's Master )  
Fee Schedule, Effective July 27, 2015 )

Resolution No. 55 - 2015

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**WHEREAS**, Government Code Sections 65104, 65909.5, and 66014 allow the Town to establish fees to offset the Town's costs in processing permits, licenses, subdivision maps and entitlements, and other services; and

**WHEREAS**, the Town of Moraga provides certain services to its residents and those doing business in the Town; and

**WHEREAS**, the cost of such services and documents are appropriately charged to the recipient of those services; and

**WHEREAS**, the amount of such charges must be adjusted from time to time to reflect the true costs of such documents and services; and

**WHEREAS**, the Town staff has researched and analyzed the costs for services provided and determined the appropriateness of the charges relative to the costs for the services; and

**WHEREAS**, the fees do not exceed the reasonable cost of providing the services; and

**WHEREAS**, the Town Council has provided an opportunity for public comment and input at a regularly scheduled public meeting as required by Government Code Section 66016; and

**WHEREAS**, Attachment A of the accompanying staff report to this resolution outlines the respective fees for services in a format that presents the current and proposed fees; and

**WHEREAS**, for ease of reference, Attachment A also includes development impact fees that were previously adopted and that automatically escalate in accordance with the Moraga Municipal Code.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Moraga:

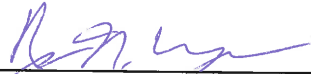
1. Hereby finds with respect to the fees listed in Attachment A, except for the development impact fees, that: there is a reasonable relationship between the amount of the fee and the estimated reasonable cost of providing the type of service for which the fee is imposed; the allocation of the cost to each fee payor bears a fair and reasonable relationship to the fee payor's burdens on, and the benefits received from, the Town; and the fees do not exceed the reasonable cost of providing the service for which the fee is charged; and hereby adopts and authorizes such fees as listed in Attachment A; and

2. Hereby incorporates the previously adopted development impact fees, with the previously approved automatic escalator, in the Master Fee Schedule for ease of reference and without modifying or amending such fees or the underlying fee approvals in any manner.

**BE IT FURTHER RESOLVED** that the updated Master Fee Schedule will become effective July 27, 2015, 60 days after the adoption of the resolution.

**PASSED AND ADOPTED** by the Town Council of the Town of Moraga at a regular meeting held on May 27, 2015 by the following vote:

**AYES:** Mayor Wykle, Vice Mayor Metcalf, Councilmembers Arth, Onoda and Trotter  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

  
\_\_\_\_\_  
Roger N. Wykle, Mayor

Attest:

  
\_\_\_\_\_  
Marty C. McInturf, Town Clerk

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the Matter of:

Amending Resolution 55-2015 Adopting )  
the Town of Moraga Master Fee )  
Schedule Effective July 27, 2015 to; )  
Correct Hacienda and Pavilion Fees; Add )  
an Hourly Rate for an Assistant (Civil) )  
Engineer Position; and Add an Hourly )  
Rate for a New Senior Construction )  
Inspector Position Contingent Upon )  
Approval of August 26, 2015 Town )  
Council Agenda Item, XI. E. )

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Resolution No. 80 - 2015

**WHEREAS**, the Town Council's adoption of the annual fee schedule budget establishes a spending and revenue plan for the new fiscal year and provides resources to continue the basic level of services provided as the Town government; and

**WHEREAS**, on May 27, 2015 the Moraga Town Council approved the Master Fee Schedule for Fiscal Year 2015-16, through Resolution 55-2015; and

**WHEREAS**, through this Resolution the Town will:

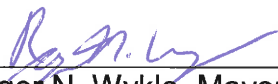
1. Correct the approved published rental rate for May – October, non-resident Sunday rentals for the usage of both the Hacienda and Pavilion buildings from \$1,200 to \$2,200 (credit card) and \$1,150 to \$2,150 (cash/check).
2. Add an hourly rate of \$109 for the previously unfilled Assistant (Civil) Engineer.
3. Add an hourly rate of \$117 for the new Senior Construction Inspector position contingent upon approval of August 26, 2015 Town Council Agenda Item, XI.E.; and

**WHEREAS**, these updated fees will become effective October 25, 2015, 60 days after the adoption of this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Moraga that the Town Council amends Resolution 55-2015 and corrects Hacienda and Pavilion rental fees; adds an hourly rate for an Assistant (Civil) Engineer position; and adds an hourly rate for a new Senior Construction Inspector position contingent upon approval of August 26, 2015 Town Council Agenda Item, XI. E.

**PASSED AND ADOPTED** by the Town Council of the Town of Moraga at a regular meeting held on August 26, 2015 by the following vote:

- AYES:** Mayor Wykle, Vice Mayor Metcalf, Councilmembers Arth, Onoda and Trotter
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

  
\_\_\_\_\_  
Roger N. Wykle, Mayor

Attest:

  
\_\_\_\_\_  
Marty C. McInturf, Town Clerk