

Town of Moraga

Master Fee Schedule

Fiscal Year 2021-22

(Redlined Version)



329 Rheem Boulevard
Moraga, CA 94556
www.moraga.ca.us

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TOWN OF MORAGA
GENERAL GOVERNMENT



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Consultant Services			Cost + 25%		Moved to General Government
Hourly Rates for Staff Services:					
Town Manager			\$261	Hour	New fee
Town Clerk			\$139	Hour	New fee
Senior Administrative Assistant			\$96	Hour	Multi-departmental fee moved to General Government
Administrative Assistant			\$72	Hour	Multi-departmental fee moved to General Government
Intern			\$52	Hour	Multi-departmental fee moved to General Government
Planning Department:					
Planning Director			\$204	Hour	Updated rate moved from Planning to General Government
Senior Planner			\$143	Hour	Updated rate moved from Planning to General Government
Associate Planner			\$119	Hour	Updated rate moved from Planning to General Government
Assistant Planner			\$103	Hour	Updated rate moved from Planning to General Government
Police Department:					
Police Lieutenant			\$174	Hour	Updated rate moved from Police to General Government
Police Corporal			\$120	Hour	Updated rate moved from Police to General Government
Police Officer			\$116	Hour	Updated rate moved from Police to General Government
Public Works Department (2 Hour Minimum for Emergency Services):					
Public Works Director			\$214	Hour	Updated rate moved from Public Works to General Government
Senior Civil Engineer			\$163	Hour	Updated rate moved from Public Works to General Government
Associate (Civil) Engineer			\$136	Hour	Updated rate moved from Public Works to General Government
Public Works/Parks Maintenance Manager			\$126	Hour	Updated rate moved from Public Works to General Government
Assistant (Civil) Engineer			\$124	Hour	Updated rate moved from Public Works to General Government
Maintenance Team Leader			\$101	Hour	Updated rate moved from Public Works to General Government
Engineering Technician / Inspector			\$97	Hour	Updated rate moved from Public Works to General Government
Senior Maintenance Worker			\$87	Hour	Updated rate moved from Public Works to General Government
Maintenance Worker			\$75	Hour	Updated rate moved from Public Works to General Government
Service fee for credit card transactions processed by the Town			4% of total credit card transaction amount		New Fee to recoup costs associated with credit card processing
Administrative Citation (MMC Chapter 1.28)					
Administrative Citation					
First Violation			\$100		per Ordinance 249
Second Violation of the same Ordinance within one year			\$200		per Ordinance 249
Each Additional Violation of the same Ordinance within one year			\$500		per Ordinance 249
Appeal of Hearing Officer's Decision - to Town Council	\$500	Application Fee	\$500	Application Fee	No Changes
Late payment (of Administrative Citation)	10% of citation		10% of citation		No Changes
Checks					
Returned Check (NSF) Fee	\$25	Each	\$25	Each	No Changes
Stop Payment / Re-issue	\$25	Each	\$25	Each	No Changes
Documents					
Adopted Budget (printed copy)	\$25	Each	\$25	Each	No Changes
Certified True Copy	\$11	Each	\$11	Each	No Changes
Comprehensive Annual Financial Report / Basic Financial Statements (printed copy)	\$25	Each	\$25	Each	No Changes
Mailing of Documents	\$3	Each	\$3	Each	No Changes
Notary Services	\$10	Each	\$10	Each	No Changes
Notice of Intent to File an Initiative	\$200	Each	\$200	Each	No Changes
Nuisance Abatement (MMC Chapter 7.16)					
Appeal Application - Hearing Officer	\$250	Application Fee	\$250	Application Fee	No Changes
Appeal of Hearing Officer's Decision - to Town Council	\$500	Application Fee	\$500 plus Planning or other fees	Application Fee	Added clarification

TOWN OF MORAGA
GENERAL GOVERNMENT



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Photocopies					
8-1/2 x 11" - Black and White	\$0.20	Page	\$0.20	Page	No Changes
8-1/2 x 11" - Color	\$0.50	Page	\$0.50	Page	No Changes
11 x 17" or 8-1/2 x 14" - Black and White	\$0.50	Page	\$0.50	Page	No Changes
11 x 17" or 8-1/2 x 14" - Color	\$1.00	Page	\$1.00	Page	No Changes
Plan-size sheets - Black and White	\$4.00	Sheet	\$4.00	Sheet	No Changes
Plan-size sheets - Color	\$4.50	Sheet	\$4.50	Sheet	No Changes
Public Meetings					
Audio CD (compact disc) of Council / Planning Commission / Parks & Recreation Commission Meetings	\$5	Each		Each	Eliminated
Town Council Agenda - U.S. Mail	\$100	Year	\$100	Year	No Changes

**TOWN OF MORAGA
PARKS & RECREATION**



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
All rentals require Certificate of Insurance listing the Town as additionally insured. Nonprofit organizations must show the tax ID number.					
General Event Fees					
Nonrefundable Application Fee -- April 1 to October 31	\$250	Event	\$250	Event	No Changes
Damage Deposit	\$750	Deposit	\$750	Deposit	No Changes
Date Change Fee	Change < 6 mo \$550 Change ≥ 6 mo \$300		Change < 6 mo \$550 Change ≥ 6 mo \$300		No Changes
Additional Hours added to Hacienda and/or Pavilion events	\$220	Hour	\$220	Hour	No Changes
Cancellation Fee	More than 6 Months from Event: 25% of rental fee. 3 - 6 Months from Event: 50% of rental fee. Less than 3 Months from the Event: 100% of rental fee.		More than 6 Months from Event: 25% of rental fee. 3 - 6 Months from Event: 50% of rental fee. Less than 3 Months from the Event: 100% of rental fee.		No Changes
Hacienda Event Fees: April 1 to October 31					
Resident: Friday/Saturday/Sunday	Fri \$1,400 Sat \$2,100 Sun \$1,500	Event	Fri \$1,400 Sat \$2,100 Sun \$1,500	Event	No Changes
Non-Resident: Friday/Saturday/Sunday	Fri \$1,800 Sat \$2,700 Sun \$2,000	Event	Fri \$1,800 Sat \$2,700 Sun \$2,000	Event	No Changes
Pavilion Event Fees: April 1 to October 31					
Resident: Friday/Saturday/Sunday	Fri \$1,300 Sat \$1,900 Sun \$1,400	Event	Fri \$1,300 Sat \$1,900 Sun \$1,400	Event	No Changes
Non-Resident: Friday/Saturday/Sunday	Fri \$1,600 Sat \$2,400 Sun \$1,800	Event	Fri \$1,600 Sat \$2,400 Sun \$1,800	Event	No Changes
Ceremony Fee (with rental of Pavilion only)	\$350	Event	\$350	Event	No Changes
Hacienda and Pavilion Event Fees: April 1 to October 31					
Resident: Friday/Saturday/Sunday	Fri \$1,800 Sat \$2,900 Sun \$2,100	Event	Fri \$1,800 Sat \$2,900 Sun \$2,100	Event	No Changes
Non-Resident: Friday/Saturday/Sunday	Fri \$2,200 Sat \$3,700 Sun \$2,600	Event	Fri \$2,200 Sat \$3,700 Sun \$2,600	Event	No Changes
Town Employees	\$350/event (Nov 1 to February 28) Resident rate (April 1 to Oct 31)	Event	\$350/event (Nov 1 to February 28) Resident rate (April 1 to Oct 31)	Event	No Changes
Moraga Park Rentals					
Cancellation Fee	\$35	Event	\$35	Event	No Changes
Refundable Damage Deposit	Equal to the rental fee		Equal to the rental fee		No Changes
Reserved Park Picnic Area:					
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.					
Facility Maintenance impact fee (non-refundable)	\$150	groups over 100	\$150	groups over 100	No Changes
Nonprofit	\$110	Event	\$110	Event	No Changes
Resident	\$135	Event	\$135	Event	No Changes

TOWN OF MORAGA
PARKS & RECREATION



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Non-Resident	\$220	Event	\$220	Event	No Changes
Commercial	\$265	Event	\$265	Event	No Changes
Grass Areas:					
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)	\$150	groups over 100	\$150	groups over 100	No Changes
Nonprofit	\$30	Hour	\$30	Hour	No Changes
Private	\$40	Hour	\$40	Hour	No Changes
Commercial	\$50	Hour	\$50	Hour	No Changes
Bocce Ball, Volleyball, Basketball, Skatepark, Disc Golf:					
Nonprofit	\$30	Hour	\$30	Hour	No Changes
Private	\$40	Hour	\$40	Hour	No Changes
Commercial	\$50	Hour	\$50	Hour	No Changes
Bocce Ball Set Rental	\$30	Hour	\$30	Hour	No Changes
Bocce Ball Set Rental Deposit	\$100	Set	\$100	Set	No Changes
Moraga Commons Bandshell					
Reservations are required for groups of 10 or more and for commercial uses.					Addition: "and for commercial uses"
Minimum-Use Fee -- 4 hours	\$555	Use		Use	Switch to hourly pricing model with additional fee add-ons based on event type.
Per-Hour-over-Minimum	\$120	Hour		Hour	Switch to hourly pricing model with additional fee add-ons based on event type.
Refundable Use Deposit	\$350	Use	\$350	Use	
Refundable-Amplification Surcharge	\$550	Use	\$350	Use	No longer refundable. Significant administrative time involved with amplified sound rentals
Facility Attendant	\$40/hour (2-hour minimum)		\$40/hour (2-hour minimum)		No Changes
Facility Maintenance Impact Fee (non-refundable)			\$150	groups over 100	New Fee
Hourly Rental Rates					
Nonprofit			\$40	Hour	New Hourly Fee
Private			\$50	Hour	New Hourly Fee
Commercial			\$70	Hour	New Hourly Fee
Room Rentals					
All fees will be based on an hourly rate with a 2 hour minimum. Deposits are due at the time of payment.					
Fees for La Sala/Casita are applicable year round, Sunday through Saturday.					
All fees apply Monday-Sunday, November 1 - March 31 and Monday-Thursday, April 1 - October 31.					
Deposits:					
Rooms Rentals	\$100 (Mon-Thur); \$450 (Fri-Sun)	Deposit	\$100 (Mon-Thur); \$450 (Fri-Sun)	Deposit	No Changes
Photography	\$100	Deposit	\$100	Deposit	No Changes
Kitchen	\$300	Deposit	\$300	Deposit	No Changes
Cancellation Fee	\$35	Room	\$35	Room	No Changes

**TOWN OF MORAGA
PARKS & RECREATION**



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Facility Attendant: Required for all rentals except 1) library rentals to non-profit/homeowners in good standing and 2) Hacienda rentals during regular business hours (Mon-Fri 8am -5pm)	\$40/hour (2-hour minimum)		\$40/hour (2-hour minimum)		No Changes
Mosaic, Dance, Garden Conference, Fireside, Hacienda Patio, Library Community:					
Nonprofit	\$25	Hour	\$25	Hour	No Changes
Private	\$40	Hour	\$40	Hour	No Changes
Commercial	\$70	Hour	\$70	Hour	No Changes
Hacienda Kitchen:					
Nonprofit	\$30	Hour	\$30	Hour	No Changes
Private	\$30	Hour	\$30	Hour	No Changes
Commercial	\$30	Hour	\$30	Hour	No Changes
Hacienda - entire (excluding the kitchen):					
Nonprofit	\$80	Hour	\$80	Hour	No Changes
Private	\$140	Hour	\$140	Hour	No Changes
Commercial	\$180	Hour	\$180	Hour	No Changes
La Sala/Casita:					
Nonprofit	\$35	Hour	\$35	Hour	No Changes
Private	\$50	Hour	\$50	Hour	No Changes
Commercial	\$85	Hour	\$85	Hour	No Changes
Pavilion:					
Nonprofit	\$50	Hour	\$50	Hour	No Changes
Private	\$105	Hour	\$105	Hour	No Changes
Commercial	\$145	Hour	\$145	Hour	No Changes
Town Council Chambers and Community Meeting Room:					
Government	\$40	Hour	\$40	Hour	No Changes
Non-Profit	\$75	Hour	\$75	Hour	No Changes
Private	\$110	Hour	\$110	Hour	No Changes
Commercial	\$150	Hour	\$150	Hour	No Changes
Refundable Use Deposit	\$1,000	Use	\$1,000	Use	No Changes
Photography Fee:					
Nonprofit	\$65	Hour	\$65	Hour	No Changes
Private	\$80	Hour	\$80	Hour	No Changes
Commercial	\$150	Hour	\$150	Hour	No Changes
Electronic Community Information Sign/Temporary Banner Permit					
Nonprofit/Private/Commercial	\$100	Week	\$100	Week	No Changes
Bricks					
Brick:					
Nonprofit	\$140	Brick	\$140	Brick	No Changes
Private	\$175	Brick	\$175	Brick	No Changes
Commercial	\$200	Brick	\$200	Brick	No Changes
VIP Section:					
Nonprofit	\$235	Brick	\$235	Brick	No Changes
Private	\$350	Brick	\$350	Brick	No Changes
Commercial	\$465	Brick	\$465	Brick	No Changes
Booth Fee: 4th of July and Pear & Wine Festival					
Nonprofit	\$70	Event	\$70	Event	No Changes
Private/Commercial	\$110	Event	\$110	Event	No Changes

**TOWN OF MORAGA
PARKS & RECREATION**



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Moraga School District and Saint Mary's College	Town and District and Town and College executed a Shared Facility Use Agreement, eliminating rental fees for specific facilities to both parties.		Town and District and Town and College executed a Shared Facility Use Agreement, eliminating rental fees for specific facilities to both parties.		No Changes
Moraga Park Foundation / Hacienda Foundation / Chamber of Commerce / Moraga Orinda Fire District	Varies. Facility fees waived for Board of Director meetings and community events hosted at the Hacienda, Moraga Commons Park, Community Meeting Rooms/Town Council Chambers, or the Electronic Community Information Sign. The organization will pay current hourly rate for the cost of a facility attendant.		Varies. Facility fees waived for Board of Director meetings and community events hosted at the Hacienda, Moraga Commons Park, Community Meeting Rooms/Town Council Chambers, or the Electronic Community Information Sign. The organization will pay current hourly rate for the cost of a facility attendant.		No Changes
Recreation Class Fees					
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	\$4	Class	\$4	Class	No Changes
Processing fee for dropping a class/activity/program	\$11	Class	\$11	Class	No Changes

TOWN OF MORAGA
PLANNING DEPARTMENT



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Hourly Rates for Staff Services:					
Department Directors	\$296	Hour			Moved to General Government
Senior Planner	\$197	Hour			Moved to General Government
Associate Planner	\$164	Hour			Moved to General Government
Assistant Planner	\$127	Hour			Moved to General Government
Administrative	\$124	Hour			Moved to General Government
Intern	\$51	Hour			Moved to General Government
CD (compact disc) Copy of Meetings or Electronic Documents (e.g., General/Specific Plan)	\$5	Each	\$5	Each	No Changes
GIS Services	Cost of Service*		Cost of Service*		No Changes
Staff Consulting Services	Cost of Service* - \$1,000 deposit		Cost of Service* - \$1,000 deposit		No Changes
Accessory Dwelling Unit (Formerly Secondary Living Unit)	Cost of Service* - \$1,800 deposit		Cost of Service* - \$1,800 deposit		No Changes
Address Change of Site / Property Located in Moraga	\$500	Flat Fee	\$550	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Building Permit Surcharge	50% of County Permit Fee		50% of County Permit Fee		No Changes
Building Permit Plan Check	\$195	Flat Fee	\$215	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Building Permit Revision Plan Check	\$95	Flat Fee	\$105	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Certificate of Compliance	Cost of Service* - \$2,500 deposit		Cost of Service* - \$2,500 deposit		No Changes
Condominium Conversion	Cost of Service* - \$5,000 deposit		Cost of Service* - \$5,000 deposit		No Changes
Design Review					
Design Review Board:					
Minor DRB Project (including but not limited to residential additions under 1,000 square feet, decks, accessory buildings and structures; minor commercial façade changes)	Cost of Service* - \$3,500 deposit		Cost of Service* - \$3,500 deposit		No Changes
Major Project (including but not limited to new residential or non-residential building construction, residential additions over 1,000 square feet, major modifications to non-residential buildings and sites)	Cost of Service* - \$5,000 deposit		Cost of Service* - \$5,000 deposit		No Changes
Administrative Design Review:					
Minor Exterior Modifications, No Change in Building Envelope, that does not otherwise require Design Review Board (DRB) approval	\$500	Flat Fee	\$550	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Buildings and additions <250 sq ft and accessory structures <500 sq ft that do not otherwise require DRB or PC approval	\$1,000	Flat Fee	\$1,100	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Buildings and additions >251 sq ft and accessory structures >501 sq ft that do not otherwise require DRB or PC approval or have special issues such as drainage easements	\$2,000	Flat Fee	\$2,200	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Additions Requiring Engineering Review:					
Additional fee applicable to Design Review Board and Administrative Design Review projects	Cost of Service* - \$1,000 deposit per issue		Cost of Service* - \$1,000 deposit per issue		No Changes
Appeals:					
Appeal by Applicant of Planning Commission, Design Review Board or Town Manager Decision (Note: Applicant must cover full cost to process appeal)	Cost of Service* - \$3,000 deposit		Cost of Service* - \$3,000 deposit		No Changes
Appeal by Private Party (other than Applicant) of Planning Commission, Design Review Board, or Town Manager Decision (Note: Appellant must cover full cost to process appeal)	Cost of Service* - \$1,000 deposit		Cost of Service* - \$1,000 deposit		No Changes
Appeal of Planning Director or Zoning Administrator Decision (Note: Applicant must cover full cost to process appeal)	Cost of Service* - \$500 deposit		Cost of Service* - \$500 deposit		No Changes

**TOWN OF MORAGA
PLANNING DEPARTMENT**



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Appeal of Town Manager Decision regarding Tree Removal Permit	\$150	Fee	\$165	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Environmental					
Initial Study/Negative Declaration or Mitigated Negative Declaration	Cost of Service* - deposit equal to 50% of contract cost (staff, legal and other administrative costs to be billed against deposit)		Cost of Service* - deposit equal to 50% of contract cost (staff, legal and other administrative costs to be billed against deposit)		No Changes
Environmental Impact Report	Cost of Service* - deposit equal to 50% of contract cost (staff, legal and other administrative costs to be billed against deposit)		Cost of Service* - deposit equal to 50% of contract cost (staff, legal and other administrative costs to be billed against deposit)		No Changes
Notice of Exemption	\$250	Flat Fee	\$275	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Fence Permit (Public Hearing not required)	\$300	Flat Fee	\$330	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Film Permit (for filming in public right-of-way or on Town Property)					
Excludes encroachment permit fee, Police Services, and Facility Rental Fees, if required	\$1,000	Day	\$1,000	Day	No Changes
General Plan Amendment	Cost of Service* - \$10,000 deposit		Cost of Service* - \$10,000 deposit		No Changes
GIS Mapping "New Lot" Fee	\$292	per lot	\$292	Per Lot	No Changes
Grading Approval (Planning):					
Design Review Administrator: Grading projects on slopes less than 20% and less than 200 cubic yards	Cost of Service* - \$1,500 deposit		Cost of Service* - \$1,500 deposit		No Changes
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	Cost of Service* - \$3,000 deposit		Cost of Service* - \$3,000 deposit		No Changes
Planning Commission/ Town Council: Projects including landslide repair or slope stabilization on predevelopment average slopes greater than or equal to 25%	Cost of Service* - \$9,600 deposit		Cost of Service* - \$9,600 deposit		No Changes
Historic Landmark Nomination Application	Cost of Service* - \$3,000 deposit		Cost of Service* - \$3,000 deposit		No Changes
Hillside Development Permit:					
Zoning or Design Review Administrator	\$1,500	Flat Fee	\$1,650	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Design Review Board or Planning Commission	Cost of Service* - \$3,000 deposit		Cost of Service* - \$3,000 deposit		No Changes
Town Council	Cost of Service* - \$9,600 deposit		Cost of Service* - \$9,600 deposit		No Changes
Land Use Permit:					
Conditional Use Permit (Planning Commission)	Cost of Service* - \$3,500 deposit		Cost of Service* - \$3,500 deposit		No Changes
Permitted Use, Subject to Findings (Zoning Administrator Approval)	Cost of Service* - \$1,000 deposit		Cost of Service* - \$2,000 deposit		Increase deposit
Use Permit Amendment, including Modification to Conditions of Approval	Cost of Service* - \$2,000 deposit		Cost of Service* - \$2,000 deposit		No Changes
Landscape Maintenance Agreement	Cost of Service* - \$2,000 deposit		Cost of Service* - \$2,000 deposit		No Changes
Lot Line Adjustment	Cost of Service* - \$4,000 deposit		Cost of Service* - \$4,000 deposit		No Changes
Planned Development Application:					
Minor PD - less than 10 acres and 5 units:					
Conceptual Development Plan	Cost of Service* - \$12,000 deposit		Cost of Service* - \$12,000 deposit		No Changes
General Development Plan	Cost of Service* - \$12,000 deposit		Cost of Service* - \$12,000 deposit		No Changes
Precise Development Plan	Cost of Service* - \$12,000 deposit		Cost of Service* - \$12,000 deposit		No Changes
Major PD - 10+ acres or 5+ units:					
Conceptual Development Plan	Cost of Service* - \$17,000 deposit		Cost of Service* - \$17,000 deposit		No Changes
General Development Plan	Cost of Service* - \$17,000 deposit		Cost of Service* - \$17,000 deposit		No Changes
Precise Development Plan	Cost of Service* - \$17,000 deposit		Cost of Service* - \$17,000 deposit		No Changes
Pre-Application Meeting	Cost of Service* - deposit in full		Cost of Service* - deposit in full		No Changes

TOWN OF MORAGA
PLANNING DEPARTMENT



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Reconsideration	Cost of Service* - \$2,000 deposit		Cost of Service* - \$2,000 deposit		No Changes
ReRoof Permit / Solar Permit	\$115	Flat Fee	\$127	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Rezoning or Zoning Text Amendment	Cost of Service* - \$10,000 deposit		Cost of Service* - \$10,000 deposit		No Changes
Senate Bill (SB) 330 Preliminary Application			Cost of Service* - \$2,000 deposit		New Fee to address new legislation
Senate Bill (SB) 35 Streamlined Ministerial Development Review			Cost of Service* - \$5,000 deposit		New Fee to address new legislation
Short Term Events:					New Category
Short Term Promotional / Special Event Permit	\$250	Flat Fee	\$275	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Administrative Temporary Uses			Cost of Service* - \$1,800 deposit		Per MMC 8.148.050(C)(1)
Conditional Temporary Uses			Cost of Service* - \$3,500 deposit		Per MMC 8.148.050(C)(2)
Sign Applications					
Sign (Design Review Administrator or Zoning Administrator)	\$350	Fee	\$385	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Sign (Design Review Board or Town Council)	Cost of Service* - \$1,500 deposit		Cost of Service* - \$1,500 deposit		No Changes
Sign (with approved Master Sign Program)	\$195	Fee	\$215	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge
Temporary Sign Permit			\$165	Flat Fee	New Fee
Small Cell Wireless	Cost of Service* - \$3,000 Deposit		Cost of Service* - \$3,000 Deposit		No Changes
Specific Plan Fee: 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	\$695	Unit	No Changes
Workforce Housing (12-20/ac)	\$721	Unit	\$721	Unit	No Changes
Senior Housing (12-20/ac)	\$412	Unit	\$412	Unit	No Changes
Single Family (3-6 DUA)	\$1,185	Unit	\$1,185	Unit	No Changes
Compact Single Family (10-12/ac)	\$721	Unit	\$721	Unit	No Changes
Non-Residential	\$2,575	Peak hr. trip	\$2,575	Peak hr. trip	No Changes
Study Session - New Construction					
With Planning Commission	Cost of Service* - \$3,000 deposit		Cost of Service* - \$3,000 deposit		No Changes
Study Session - Existing Single Family Residence					
With Design Review Board	Cost of Service* - \$1,500 deposit		Cost of Service* - \$1,500 deposit		No Changes
With Planning Commission	Cost of Service* - \$1,500 deposit		Cost of Service* - \$1,500 deposit		No Changes
Subdivision Improvement Agreement	Cost of Service* - \$5,000 deposit		Cost of Service* - \$5,000 deposit		No Changes
Subdivision Major (5+ Lots) / Tentative Map	Cost of Service* - \$12,000 deposit		Cost of Service* - \$12,000 deposit		No Changes
Subdivision Minor (3-4 Lots) / Parcel Map	Cost of Service* - \$9,000 deposit		Cost of Service* - \$9,000 deposit		No Changes
Extension of Previously approved Major or Minor Subdivision Map	Cost of Service* - \$3,000 deposit		Cost of Service* - \$3,000 deposit		No Changes
Tree Removal					
Tree Removal Permit	\$250	per Tree	\$250	Per Tree	No Changes
Tree Removal Fine	\$1,000	per Tree	\$1,000	Per Tree	No Changes
Variance (Planning Commission)	Cost of Service* - \$3,500 deposit		Cost of Service* - \$3,500 deposit		No Changes
Variance (Zoning Administrator)	Cost of Service* - \$2,000 deposit		Cost of Service* - \$2,000 deposit		No Changes
Verification of Conditions of Approval	\$125/condition (paving, landscaping, colors, etc)		\$125/condition (paving, landscaping, colors, etc)		No Changes
Waste Management Plan Fee	Included with \$195 from Building Permit Plan Check		Included with \$195 from Building Permit Plan Check		No Changes
Waste Management Plan Penalty	\$1,000 or 1% of construction cost, whichever is less		\$1,000 or 1% of construction cost, whichever is less		No Changes
Zoning Administrator Action - No Hearing	Cost of Service* - \$2,000 deposit		Cost of Service* - \$2,000 deposit		No Changes
Zoning Conformance Letter - Request for Written Verification	\$500	Flat Fee	\$550	Flat Fee	Flat Fee increased by 10% to include Advanced Planning surcharge



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
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* **Cost of Service Fees:** The cost 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 and legal counsel for the Town, materials and other related incidental expenses such as printing, mailing and CEQA filing fees. 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.

The initial deposit shall be the sum of the required deposits for all applications.

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.

Advanced Planning Fee: A 10% Advanced Planning Surcharge is incorporated into Planning's Hourly Rates for Staff Services and all Flat Fees to fund State required Housing Element and General Plan updates, as well as other advanced planning initiatives such as Zoning Ordinance updates, Specific Plans, Design Guidelines and other Town-wide advanced planning initiatives.

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.

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.

**TOWN OF MORAGA
POLICE DEPARTMENT**



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Accident Reports	\$15	Each	\$15	Each	No Changes
Background Check (Local)	\$26	Each	\$26	Each	No Changes
Citation Sign-Off	No Charge		No Charge		No Changes
Non-Resident	\$26	Each	\$26	Each	No Changes
False Alarm Fee	\$50	Each	\$50	Each	No Changes
Fingerprinting - Standard					
Resident	\$41	Set	\$41	Set	No Changes
Non-Resident	\$51	Set	\$51	Set	No Changes
Additional Card	\$5	Each	\$5	Each	No Changes
Fingerprinting - Live Scan					
Resident	\$41 + DOJ Fees	Set	\$41 + DOJ Fees	Set	No Changes
Non-Resident	\$51 + DOJ Fees	Set	\$51 + DOJ Fees	Set	No Changes
Juvenile Diversion Program	\$125	Incident	\$125	Incident	No Changes
Loss Verification					
Resident	\$23	Each	\$23	Each	No Changes
Non-Resident	\$33	Each	\$33	Each	No Changes
Parking Violations (California Vehicle Code, Section 40203.5)					
Moraga Municipal Code					
10.08.020 No Parking/Restricted Zone	\$45	Violation	\$45	Violation	No Changes
10.08.030(a) Within Divisional Island	\$45	Violation	\$45	Violation	No Changes
10.08.030(b) Within Crosswalk	\$45	Violation	\$45	Violation	No Changes
10.08.030(c) Red Curb	\$45	Violation	\$45	Violation	No Changes
10.08.030(d) Posted No Parking	\$45	Violation	\$45	Violation	No Changes
10.08.030(e) Causes Hazard	\$45	Violation	\$45	Violation	No Changes
10.08.030(f) Area with 24 hour notice	\$45	Violation	\$45	Violation	No Changes
All other municipal, county or park district ordinance violations	\$45	Violation	\$45	Violation	No Changes
Vehicle Code					
5200 VC No Front License Plate	\$45	Violation	\$45	Violation	No Changes
5201 VC Position of License Plate	\$45	Violation	\$45	Violation	No Changes
5204 VC Tabs Not Displayed	\$45	Violation	\$45	Violation	No Changes
21113(a) VC Parking on Public Grounds	\$45	Violation	\$45	Violation	No Changes
21211(b) VC Parked in Bicycle Lane	\$45	Violation	\$45	Violation	No Changes
22500.1 VC Fire Lane	\$45	Violation	\$45	Violation	No Changes
22500(a) VC Blocking Intersection	\$45	Violation	\$45	Violation	No Changes
22500(b) VC Blocking Crosswalk	\$45	Violation	\$45	Violation	No Changes
22500(c) VC Parking Adjacent to Safety Zone	\$45	Violation	\$45	Violation	No Changes
22500(d) VC Parking w/in 15' of fire station driveway	\$45	Violation	\$45	Violation	No Changes
22500(e) VC Blocking driveway	\$45	Violation	\$45	Violation	No Changes
22500(f) VC Blocking sidewalk	\$45	Violation	\$45	Violation	No Changes
22500(g) VC Blocking excavation	\$45	Violation	\$45	Violation	No Changes
22500(h) VC Double Parking	\$45	Violation	\$45	Violation	No Changes
22500(i) VC Parking in Posted Bus Zone	\$250	Violation	\$250	Violation	No Changes
22500(j) VC Parking in tube or tunnel	\$45	Violation	\$45	Violation	No Changes
22500(k) VC Parking on Bridge	\$45	Violation	\$45	Violation	No Changes
22500(l) VC Blocking Wheelchair Access	\$285	Violation	\$285	Violation	No Changes
22502(a) VC Curb Parking - right wheel >18" away	\$45	Violation	\$45	Violation	No Changes
22507.8 VC Handicapped Parking	\$285	Violation	\$285	Violation	No Changes
22514 VC Blocking Fire Hydrant	\$45	Violation	\$45	Violation	No Changes
22522 VC Blocking Handicapped Ramp	\$285	Violation	\$285	Violation	No Changes

TOWN OF MORAGA
POLICE DEPARTMENT



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
All other Vehicle Code violations	\$45	Violation	\$45	Violation	No Changes
Permits					
ABC Permit Process	\$20	Each	\$20	Each	No Changes
Peddler-Solicitor Permit					
Permit	\$50	Each	\$50	Each	No Changes
Fingerprinting - Live Scan	\$41 + DOJ Fees	Each	\$41 + DOJ Fees	Each	No Changes
Oversize Vehicle Parking Permit	\$20	Each	\$20	Each	No Changes
Firearms Sale-Police Permit	\$100 + Livescan Fees	Each	\$100 + Livescan Fees	Each	No Changes
Photos	\$5	Each	\$5	Each	No Changes
CD/Audio tape	\$15	Each	\$15	Each	No Changes
DVD/Video tape	\$25	Each	\$25	Each	No Changes
Police Reports	\$15	Each	\$15	Each	No Changes
Resident					No Changes
Non-Resident					No Changes
					No Changes
Police Services - Billable/Reimbursable					
Personnel					
Police-Officer	\$136	Hour			Moved to General Government
Police-Corporal	\$144	Hour			Moved to General Government
Police-Lieutenant	\$260	Hour			Moved to General Government
Police Vehicle	\$20	Flat Rate	\$20	Flat Rate	No Changes
Repossession Release (CA Government Code 41612)	\$15	Each	\$15	Each	No Changes
Vehicle ID Verification:					
At Police Dept	\$41	Each	\$41	Each	No Changes
At Residence	\$51	Each	\$51	Each	No Changes
Vehicle - Release of Impounded/Stored Vehicles	\$150	Vehicle	\$150	Vehicle	No Changes

DOJ: Department of Justice Fee Structure

TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Hourly Rates for Staff Services:					
Department Directors	\$311-			Hour	Moved to General Government
Senior Civil Engineer	\$214-			Hour	Moved to General Government
Public Works/Parks Maintenance Manager	\$190-			Hour	Moved to General Government
Associate (Civil) Engineer	\$179-			Hour	Moved to General Government
Assistant (Civil) Engineer	\$168-			Hour	Moved to General Government
Maintenance Team Leader	\$138-			Hour	Moved to General Government
Engineering Technician / Inspector	\$132-			Hour	Moved to General Government
Senior Maintenance Worker	\$118-			Hour	Moved to General Government
Administrative Support	\$102-			Hour	Moved to General Government
Maintenance Worker	\$102-			Hour	Moved to General Government
Engineering Intern	\$54-			Hour	Moved to General Government
Consultant Services	Cost + 25%				Moved to General Government
Public Works Equipment Rentals:					
Standard Type 1 Barricade (with Flashing Beacon)	\$1.13/day; 2 day minimum	Each	\$1.13/day; 2 day minimum	Each	No Changes
Type 3 Barricade (for 2 lane road closure a minimum of 3 are required)	\$7.86/day; 2 day minimum	Each	\$2.62/day; 2 day minimum	Each	New Rate
28-inch Traffic Cone	\$0.68/day; 2 day minimum	Each	\$0.68/day; 2 day minimum	Each	No Changes
Rental Deposit	Rental Fee multiplied by 20 (used to purchase replacement equipment that is damaged during rental or returned to renter if no damage)		Rental Fee multiplied by 20 (used to purchase replacement equipment that is damaged during rental or returned to renter if no damage)		No Changes
Drop off & Pickup of Rental Equipment	Cost of Service* \$102/hr.; minimum 2 hours		Cost of Service* \$150 (minimum 2 hours @ \$75/hour)		Cost of Service associated with Maintenance Worker rate
Setup of Traffic Control Equipment	Cost of Service* \$102/hr.; minimum 2 hours		Cost of Service* \$150 (minimum 2 hours @ \$75/hour)		Cost of Service associated with Maintenance Worker rate
Rental Fees	Cost + 25% (An equivalent rental rate for Purchased Equipment based on life cycle costs will be charged)	Hour	Cost + 25% (An equivalent rental rate for Purchased Equipment based on life cycle costs will be charged)	Hour	No Changes
General Engineering Permits Fees:					
Permit Administrative Fee - collected on all applications	\$168	Application	\$248	Application	Cost of Service associated with Assistant (Civil) Engineer rate (x2)
Work outside permit hours (normal permit hours are 8 AM to 5 PM). This Overtime Rate (1.5 * regular rate) for after hours work and Overtime Rate (2 * regular rate) on Holidays. Staff called into work outside normal schedule receive minimum 30 minutes travel pay each way.	Cost of Service* \$168/hr.; minimum 4 hours	Day	Cost of Service* \$496 (minimum 4 hours @ \$124/hour)	Day	Cost of Service associated with Assistant (Civil) Engineer rate
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.		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.		No Changes
Encroachment Applications:					
Concrete Permit Fee (sidewalk, driveway, curb & gutter, ditches, etc.)	Cost of Service* \$168/hr.; minimum 2 hours		Cost of Service* \$372 (minimum 3 hours @ \$124/hour)		Cost of Service associated with Assistant (Civil) Engineer rate
Excavation Permit Fee (Street Cut)	Cost of Service* \$168/hr.; minimum 4 hours		Cost of Service* \$496 (minimum 4 hours @ \$124/hour)		Cost of Service associated with Assistant (Civil) Engineer rate
Excavation Permit Fee (Street Cut) - Deposit Required for projects greater than 15 days.	Cost of Service*; \$3,500 deposit		Cost of Service*\$3,500 deposit		No Changes
Street Storage Permit Fee (1 space is defined as 16 foot by 8 foot for type large sized container)	\$84	Space per Day	\$62	Space per Day	Cost of Service associated with Assistant (Civil) Engineer rate (1/2 hour)



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Drainage Easement Permit Fee	Cost of Service*; \$2,000 deposit		Cost of Service* \$372 (minimum 3 hours for initial research @ \$124/hour) plus \$2,000 deposit		Cost of Service associated with Assistant (Civil) Engineer rate
Revocable Encroachment Agreement	\$1,500 + \$336/year	Application	\$1,500 + \$336/year	Application	No Changes
Signalized Intersection Encroachment Bond	\$10,000 Bond	Application	\$10,000 Bond	Application	No Changes
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 the latest California Department of Transportation cost database plus 25% for administration as a warranty bond returned after 1 year if the trench does not develop any wearing surface or major defects	Bond	Deposit amount equal to the calculation of the excavation area multiplied by the unit price for pavement restoration and adjusted by the latest California Department of Transportation cost database plus 25% for administration as a warranty bond returned after 1 year if the trench does not develop any wearing surface or major defects	Bond	No Changes
Transportation Applications:					
Traffic Control Review	Cost of Service* \$168/hr.; minimum 1/2 hour		Cost of Service* \$124/hour; minimum 1/2 hour		Cost of Service associated with Assistant (Civil) Engineer rate
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	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	No Changes
Oversize Loads Permit (Annual)	\$90	Per Vehicle	\$90	Per Vehicle	No Changes
Curb Painting Review	Cost of Service* \$168/hr.; minimum 2 hours		Cost of Service* \$248 (minimum 2 hours @ \$124/hour)		Cost of Service associated with Assistant (Civil) Engineer rate
Grading Applications:					
Erosion Control Plan Review & Inspection:					
Between April 15 and October 15	Fee: \$168 / hour of potential erosion creating activities; plus Bond: \$1,000		Fee: \$136/hour of potential erosion creating activities; plus Cash Bond: \$1,000		Cost of Service associated with Associate (Civil) Engineer rate
Between October 16 and April 14:					
50 cubic yards or less	Fee: \$5000; plus Cash Bond: \$2,500 ⁽¹⁾		Fee: \$5000; plus Cash Bond: \$2,500 ⁽¹⁾		No Changes
51 - 500 cubic yards	Fee: \$6,400; plus Cash Bond: \$2,500 ⁽¹⁾		Fee: \$6,400; plus Cash Bond: \$2,500 ⁽¹⁾		No Changes
501 - 1000 cubic yards	Fee: \$8,475; plus Cash Bond: \$5,000 ⁽¹⁾		Fee: \$8,475; plus Cash Bond: \$5,000 ⁽¹⁾		No Changes
1,001 - 10,000 cubic yards	Fee: \$11,800; plus Cash Bond: \$10,000 ⁽¹⁾		Fee: \$11,800; plus Cash Bond: \$10,000 ⁽¹⁾		No Changes
10,001 - 100,000 cubic yards	Fee: \$17,700; plus Cash Bond: \$20,000 ⁽¹⁾		Fee: \$17,700; plus Cash Bond: \$20,000 ⁽¹⁾		No Changes
> 100,000 cubic yards	Fee: \$22,600; plus Cash Bond: \$40,000 ⁽¹⁾		Fee: \$22,600; plus Cash Bond: \$40,000 ⁽¹⁾		No Changes
	⁽¹⁾ or the amount of the erosion control measures as implemented, whichever is greater.		⁽¹⁾ 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-	Flat Fee			Sliding scale not necessary as fee is based on actual costs
-61-200 cubic yards	Cost of Service*; \$1,000 deposit				Sliding scale not necessary as fee is based on actual costs
<20% < Slope < 25% OR quantity > 200 Cubic Yards:					
-50 cubic yards or less	Cost of Service*; \$500 deposit				Sliding scale not necessary as fee is based on actual costs

TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
51-200 cubic yards	Cost of Service*; \$1,000 deposit				Sliding scale not necessary as fee is based on actual costs
201-1,000 cubic yards	Cost of Service*; \$1,500 deposit				Sliding scale not necessary as fee is based on actual costs
1,001-10,000 cubic yards	Cost of Service*; \$2,000 deposit				Sliding scale not necessary as fee is based on actual costs
10,001-100,000 cubic yards	Cost of Service*; \$5,000 deposit				Sliding scale not necessary as fee is based on actual costs
>100,000 cubic yards	Cost of Service*; \$15,000 deposit				Sliding scale not necessary as fee is based on actual costs
Slope >25%:					Sliding scale not necessary as fee is based on actual costs
50 cubic yards or less	Cost of Service*; \$2,000 deposit		Cost of Service*; \$2,000 deposit		No Changes
51 - 200 cubic yards	Cost of Service*; \$2,500 deposit		Cost of Service*; \$2,500 deposit		No Changes
201-1,000 cubic yards	Cost of Service*; \$3,000 deposit		Cost of Service*; \$3,000 deposit		No Changes
1,001 - 10,000 cubic yards	Cost of Service*; \$3,500 deposit		Cost of Service*; \$3,500 deposit		No Changes
10,001 - 100,000 cubic yards	Cost of Service*; \$7,500 deposit		Cost of Service*; \$7,500 deposit		No Changes
> 100,000 cubic yards	Cost of Service*; \$17,500 deposit		Cost of Service*; \$17,500 deposit		No Changes
Geotechnical Review	Cost + 25%		Cost + 25%		No Changes
Plan Revision After Approval	\$179	Sheet	\$136	Sheet	Cost of Service associated with Associate (Civil) Engineer rate
Grading Inspection Fees:					
50 cubic yards or less	\$925	Flat Fee	\$925	Flat Fee	No Changes
51 - 1,000 cubic yards	\$1,000 + \$100/50 cubic yards		\$1,000 + \$100/50 cubic yards		No Changes
1,001 - 10,000 cubic yards	\$2,625 + \$100/100 cubic yards		\$2,625 + \$100/100 cubic yards		No Changes
10,001 - 100,000 cubic yards	\$3,875 + \$100/150 cubic yards		\$3,875 + \$100/150 cubic yards		No Changes
> 100,000 cubic yards	\$28,575 + \$100/250 cubic yards		\$28,575 + \$100/250 cubic yards		No Changes
Grading Permit Surcharge	50% of County permit fee		50% of County permit fee		No Changes
Geotechnical Inspection	Cost of Service* plus 25%		Cost of Service* plus 25%		No Changes
Work Extends Beyond One Year	Cost of Service*; \$2,500 deposit		Cost of Service*; \$2,500 deposit		No Changes
Work Extends Beyond Two Years	Cost of Service*; \$5,000 deposit		Cost of Service*; \$5,000 deposit		No Changes
Annual Storm Water BMP Inspections and Reporting	Cost of Service* \$168/hr.; minimum 1 hour	Installation	Cost of Service* \$136/hour; minimum 1 hour	Installation	Cost of Service associated with Associate (Civil) Engineer rate
Land Development Applications:					
Site Improvements (Plan Review):					
Public Improvements (including public off-site improvements):					
<\$250,000	Cost of Service* Deposit: 2.5% or \$2,500 minimum		Cost of Service* Deposit: 2.5% or \$2,500 minimum		No Changes
\$250,001 - \$1,000,000	Cost of Service* Deposit: 2.25%		Cost of Service* Deposit: 2.25%		No Changes
>\$1,000,000	Cost of Service* Deposit: 2.5%		Cost of Service* Deposit: 2.5%		No Changes
Private Improvements	Cost of Service* Deposit: 1.0% or \$2,500 minimum		Cost of Service* Deposit: 1.0% or \$2,500 minimum		No Changes
Landscape Improvements (Public or Private)	Cost of Service* Deposit: 2.5% or \$2,500 minimum		Cost of Service* Deposit: 2.5% or \$2,500 minimum		No Changes
Plan Revisions After Approval	\$179	Hour	\$136	Hour	Cost of Service associated with Associate (Civil) Engineer rate
Site Improvements (Inspection):					
Public Improvements (including public off-site improvements):					
<\$50,000	Cost of Service* Deposit: 8.0% of construction cost		Cost of Service* Deposit: 8.0% of construction cost		No Changes
\$50,001 - 150,000	Cost of Service* Deposit: 6.0% of construction cost		Cost of Service* Deposit: 6.0% of construction cost		No Changes
\$150,001 - 300,000	Cost of Service* Deposit: 5.0% of construction cost		Cost of Service* Deposit: 5.0% of construction cost		No Changes

TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
\$300,001 - 500,000	Cost of Service* Deposit: 4.0% of construction cost		Cost of Service* Deposit: 4.0% of construction cost		No Changes
>\$500,000	Cost of Service* Deposit: 3.0% of construction cost		Cost of Service* Deposit: 3.0% of construction cost		No Changes
Private Improvements:					
<\$50,000	Cost of Service* Deposit: 5.0% of construction cost		Cost of Service* Deposit: 5.0% of construction cost		No Changes
\$50,001 - 150,000	Cost of Service* Deposit: 4.0% of construction cost		Cost of Service* Deposit: 4.0% of construction cost		No Changes
\$150,001 - 300,000	Cost of Service* Deposit: 3.0% of construction cost		Cost of Service* Deposit: 3.0% of construction cost		No Changes
\$300,001 - 500,000	Cost of Service* Deposit: 2.0% of construction cost		Cost of Service* Deposit: 2.0% of construction cost		No Changes
>\$500,000	Cost of Service* Deposit: 1.0% of construction cost		Cost of Service* Deposit: 1.0% of construction cost		No Changes
Landscape Improvements (Public or Private)	Cost of Service* Deposit: 8.0% of construction cost		Cost of Service* Deposit: 8.0% of construction cost		No Changes
GIS Conversion of Improvement Plan As-Built and Final or Parcel Map	Cost of Service* \$168/hr.; minimum 1/2 hour		Cost of Service* \$136/hour.; minimum 1 hour		Cost of Service associated with Associate (Civil) Engineer rate
Performance Bond	99% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Bond	99% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Bond	No Changes
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	1% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Cash Bond	No Changes
Payment Security Bond	50% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Bond	50% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Bond	No Changes
Warranty Bond	15% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Bond	15% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit Prices Guide	Bond	No Changes
Map Checking:					
Final Map Review (5 or more parcels, or condominiums)	Cost of Service* Deposit: \$1,500 + \$50/lot or \$7,000 minimum		Cost of Service* Deposit: \$1,500 + \$50/lot or \$7,000 minimum		No Changes
Parcel Map Review (4 or fewer parcels)	Cost of Service*\$3,000 deposit		Cost of Service*\$3,000 deposit		No Changes
Lot Line Adjustment	Cost of Service* \$168/hr.; minimum 4 hours		Cost of Service* \$136/hour.; minimum 4 hours		Cost of Service associated with Associate (Civil) Engineer rate
County Land Surveyor Services	Cost of Service*		Cost of Service*		No Changes
Certificate of Correction	Cost of Service*\$1,500 deposit		Cost of Service*\$1,500 deposit		No Changes
Subdivision Monument Checking Fee	\$179	Each	\$179	Each	No Changes
Base Map Revision (Subdivisions)	\$90	Lot	\$90	Lot	No Changes
Project Closeout:					
Warranty inspection and bond release for Subdivisions	\$716 plus \$179 per lot or unit, whichever is greater		\$544 plus \$136 per lot or unit, whichever is greater		Cost of Service associated with Associate (Civil) Engineer rate
Warranty inspection and bond release for Single Lot			\$544	Flat Fee	Cost of Service associated with Associate (Civil) Engineer rate

TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING



Description	Adopted FY 2020-21 Fee	Unit	Proposed FY 2021-22 Fee	Unit	Explanation for Proposed New Fee
Subdivision Improvement Agreement and Development Agreement Extension Processing	Cost of Service* \$358 Fee per extension plus hourly staff time		Cost of Service* \$272 Fee per extension plus hourly staff time		Cost of Service associated with Associate (Civil) Engineer rate
Other Services:					
Condition of Approval Compliance Review (no improvement plans)					
Drainage or Storm Water Control Plan Review (no improvement plans)	Cost of Service* \$168/hr.; minimum 2 hours		Cost of Service* \$136/hr.; minimum 2 hours		Cost of Service associated with Associate (Civil) Engineer rate
Street Vacation Request	Cost of Service*; \$3,000 deposit		Cost of Service*; \$3,000 deposit		No Changes
Letter of Map Revision / Amendment	Cost of Service*; \$1,500 deposit		Cost of Service*; \$1,500 deposit		No Changes
Easements/Dedication/Vacations (Utilities & Emergency Vehicles)	Cost of Service*; \$3,000 deposit		Cost of Service*; \$3,000 deposit		No Changes
Planning Applications Reviews (Administered through Planning Department):					
Planning Department fees vary depending upon the process required. See Planning Department fees section.					
Planning Applications with Deposit	Actual Staff Time		Actual Staff Time		No Changes
Sign Ordinance Violations	\$40	Per Violation	\$40	Per Violation	No Changes
* Cost of Service: The cost 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 and legal counsel for the Town, materials and other related incidental expenses such as printing and mailing. The initial deposit for the application is determined by the Engineering Director based upon the complexity of the application; therefore, it may not be sufficient to cover the actual cost incurred in processing a particular project.					
The initial deposit shall be the sum of the required deposits for all applications.					
Insufficient Deposit Funds: If, after work has commenced, 50% of original deposit has been depleted, then the applicant will deposit additional funds based on an revised 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 or inspection work 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.					

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