

Town of Moraga

**Master Fee Schedule
Fiscal Year 2019-20
(Effective July 07, 2019)**



**329 Rheem Boulevard
Moraga, Ca 94556
www.moraga.ca.us**



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**TOWN OF MORAGA
GENERAL GOVERNMENT**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|----------------------------|-----------------|
| Administrative Citation (MMC Chapter 1.28) | | |
| Appeal of Hearing Officer's Decision - to Town Council | \$500 | Application Fee |
| Late payment (of Administrative Citation) | 10% of citation | |
| Checks | | |
| Returned Check (NSF) Fee | \$25 | Each |
| Stop Payment/Re-issue | \$25 | Each |
| Documents | | |
| 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 |
| Nuisance Abatement (MMC Chapter 7.16) | | |
| Appeal Application - Hearing Officer | \$250 | Application Fee |
| Appeal of Hearing Officer's Decision - to Town Council | \$500 | Application Fee |
| Photocopies | | |
| Black and White | \$0.20 | Page |
| Color | \$0.50 | Page |
| 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 | \$4.00 | Sheet |
| Plan-size sheets - Color | \$4.50 | Sheet |
| Public Meetings | | |
| Audio CD (compact disc) of Council/Planning Commission/Parks & Recreation Commission Meetings | \$5 | Each |
| Town Council Agenda - U.S. Mail | \$100 | Year |
| Emailed Agendas or Pick Up at Town Offices | No Charge | |

**TOWN OF MORAGA
PARKS & RECREATION**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|--|---------|
| All rentals require Certificate of Insurance listing the Town as additionally insured. Nonprofit organizations must show the tax ID number. | | |
| General Event Fees | | |
| Damage Deposit | \$750 | Deposit |
| Date Change Fee | Change < 6 mo \$550 Change ≥ 6 mo \$300 | |
| Additional Hours added to Hacienda and/or Pavilion events | \$220 | Hour |
| 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 | |
| Hacienda Event Fees -- April 1 to October 31 | | |
| Resident: Friday/Saturday/Sunday | Fri \$1,200 Sat \$1,900 Sun \$1,300 | Event |
| Non-Resident: Friday/Saturday/Sunday | Fri \$1,600 Sat \$2,500 Sun \$1,800 | Event |
| Pavilion Event Fees -- April 1 to October 31 | | |
| Resident: Friday/Saturday/Sunday | Fri \$1,100 Sat \$1,700 Sun \$1,200 | Event |
| Non-Resident: Friday/Saturday/Sunday | Fri \$1,400 Sat \$2,200 Sun \$1,600 | Event |
| Hacienda and Pavilion Event Fees -- April 1 to October 31 | | |
| Resident: Friday/Saturday/Sunday | Fri \$1,600 Sat \$2,700 Sun \$1,900 | Event |
| Non-Resident: Friday/Saturday/Sunday | Fri \$2,100 Sat \$3,500 Sun \$2,400 | Event |
| Town Employees | \$350/event (Nov 1 to February 28) Resident rate (April 1 to Oct 31) | Event |

**TOWN OF MORAGA
PARKS & RECREATION**

| Description | Proposed FY 2019-20 Fee | Unit |
|---|----------------------------|----------------|
| Moraga Park Rentals: | | |
| Cancellation Fee | \$35 | Event |
| Refundable Damage Deposit | Equal to the rental fee | |
| Reserved Park Picnic Area: | | |
| Reservations are required for groups of 10 or more. | | |
| <35 people: | | |
| Nonprofit | \$80 | Event |
| Resident | \$100 | Event |
| Non-Resident | \$160 | Event |
| Commercial | \$185 | Event |
| 36-85 people: | | |
| Nonprofit | \$110 | Event |
| Resident | \$125 | Event |
| Non-Resident | \$210 | Event |
| Commercial | \$255 | Event |
| 86-100 people: | | |
| Nonprofit | \$190 | Event |
| Resident | \$210 | Event |
| Non-Resident | \$390 | Event |
| Commercial | \$440 | Event |
| 101-200 people: | | |
| Nonprofit | \$285 | Event |
| Resident | \$310 | Event |
| Non-Resident | \$565 | Event |
| Commercial | \$620 | Event |
| 201-400 people: | | |
| Nonprofit | \$380 | Event |
| Resident | \$395 | Event |
| Non-Resident | \$620 | Event |
| Commercial | \$695 | Event |
| Grass Areas: | | |
| Reservations are required for groups of 10 or more. | | |
| Facility Maintenance impact fee (non-refundable) | \$110 | groups over 70 |
| Nonprofit | \$25 | Hour |
| Private | \$35 | Hour |
| Commercial | \$45 | Hour |
| Bocce Ball, Volleyball, Basketball, Skatepark, Disc Golf: | | |
| Nonprofit | \$25 | Hour |
| Private | \$35 | Hour |
| Commercial | \$45 | Hour |
| Bocce Ball Set Rental | \$30 | Hour |
| Bocce Ball Set Rental Deposit | \$100 | Set |

**TOWN OF MORAGA
PARKS & RECREATION**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|--------------------------------------|---------|
| Moraga Commons Bandshell: | | |
| Reservations are required for groups of 10 or more. | | |
| Minimum Use Fee - 4 hours | \$530 | Use |
| Per Hour over Minimum | \$115 | Hour |
| Refundable Use Deposit | \$350 | Use |
| Refundable Amplification Surcharge: | \$550 | Use |
| Facility Attendant | \$35/hour (2-hour minimum) | |
| 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 Mon-Sun, November 1 - March 30 and Mon-Thu, April 1 - October 31. | | |
| Deposits: | | |
| Rooms Rentals | \$100 (Mon-Thur); \$450 (Fri-Sun) | Deposit |
| Photography | \$100 | Deposit |
| Kitchen | \$300 | Deposit |
| Cancellation Fee | \$35 | Room |
| Facility Attendant -- Required for all rentals except 1) library rentals to non-profit/homeowners in good standing during hours library is open to the public and, 2) Hacienda rentals during regular business hours (M-F 8am -5pm) | \$35/hour (2-hour minimum) | |
| Mosaic, Dance, Garden Conference, Fireside, | | |
| Nonprofit | \$25 | Hour |
| Private | \$35 | Hour |
| Commercial | \$65 | Hour |
| Hacienda Kitchen: | | |
| Nonprofit | \$30 | Hour |
| Private | \$30 | Hour |
| Commercial | \$30 | Hour |
| Hacienda - entire (excluding the kitchen): | | |
| Nonprofit | \$80 | Hour |
| Private | \$85 | Hour |
| Commercial | \$145 | Hour |

**TOWN OF MORAGA
PARKS & RECREATION**

| Description | Proposed FY 2019-20 Fee | Unit |
|---|---|-------|
| La Sala/Casita: | | |
| Nonprofit | \$35 | Hour |
| Private | \$40 | Hour |
| Commercial | \$85 | Hour |
| Pavilion: | | |
| Nonprofit | \$35 | Hour |
| Private | \$85 | Hour |
| Commercial | \$145 | Hour |
| Town Council Chambers and Community Meeting Room: | | |
| Government | \$40 | Hour |
| Non-Profit | \$75 | Hour |
| Private | \$110 | Hour |
| Commercial | \$150 | Hour |
| Refundable Use Deposit | \$1,000 | Use |
| Photography Fee: | | |
| Nonprofit | \$65 | Hour |
| Private | \$80 | Hour |
| Commercial | \$150 | Hour |
| Electronic Community Information Sign/Temporary Banner Permit: | | |
| Nonprofit/Private/Commercial | \$100 | Week |
| Bricks: | | |
| Brick: | | |
| Nonprofit | \$140 | Brick |
| Private | \$175 | Brick |
| Commercial | \$200 | Brick |
| VIP Section: | | |
| Nonprofit | \$235 | Brick |
| Private | \$350 | Brick |
| Commercial | \$465 | Brick |
| Booth Fee: 4th of July and Pear & Wine Festival | | |
| Nonprofit | \$70 | Event |
| Private/Commercial | \$110 | Event |
| 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 OF MORAGA
PARKS & RECREATION**

| Description | Proposed FY 2019-20 Fee | Unit |
|---|--|-------|
| 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. | |
| 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 | | |
| Administration Fee | \$4 | Class |
| Processing fee for dropping a class/activity/program | \$11 | Class |

**TOWN OF MORAGA
PLANNING DEPARTMENT**

| Description | Proposed FY 2019-20 Fee | Unit |
|---|---------------------------------------|----------|
| Hourly Rates for Staff Services: | | |
| Department Directors | \$289 | Hour |
| Senior Planner | \$192 | Hour |
| Associate Planner | \$160 | Hour |
| Assistant Planner | \$124 | Hour |
| Administrative | \$121 | Hour |
| Intern | \$50 | Hour |
| CD (compact disc) Copy of Meetings or Electronic Documents (e.g., General/Specific Plan) | \$5 | Each |
| GIS Services | Cost of Service* | |
| Staff Consulting Services | Cost of Service* - \$1,000 deposit | |
| Accessory Dwelling Unit (Formerly Secondary Living Unit) | Cost of Service* - \$1,800 deposit | |
| Address Change of Site/Property Located in Moraga | \$500 | Fee |
| Building Permit Surcharge | 50% of County Permit Fee | |
| Building Permit Plan Check | \$195 | Flat Fee |
| Certificate of Compliance | Cost of Service* - \$2,500 deposit | |
| Condominium Conversion | Cost of Service* - \$5,000 deposit | |
| 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 | |
| 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 | |
| Administrative Design Review: | | |
| Minor Exterior Modifications, No Change in Building Envelope, that does not otherwise require Design Review Board (DRB) approval | \$500 | Fee |
| 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 |
| 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 |
| Additions Requiring Engineering Review: | | |
| Additional fee applicable to Design Review Board and Administrative Design Review projects. | Cost of Service* - \$1,000 deposit | |
| 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 | |
| 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 | |
| Appeal of Planning Director or Zoning Administrator Decision (Note: Applicant must cover full cost to process appeal.) | Cost of Service* - \$500 deposit | |
| Appeal of Town Manager Decision regarding Tree Removal Permit | \$150 | Fee |

**TOWN OF MORAGA
PLANNING DEPARTMENT**

| Description | Proposed FY 2019-20 Fee | Unit |
|---|---|----------|
| 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) | |
| Environmental Impact Report | Cost of Service* - deposit equal to 50% of contract cost (staff, legal and other administrative costs to be billed against deposit) | |
| Notice of Exemption | \$250 | Flat Fee |
| Fence Permit (Public Hearing not required) | \$300 | Flat Fee |
| 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 |
| General Plan Amendment | Cost of Service* - \$10,000 deposit | |
| GIS Mapping "New Lot" Fee | \$292 | per lot |
| 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 | |
| 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 | |
| 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 | |
| Historic Landmark Nomination Application | Cost of Service* - \$3,000 deposit | |
| Hillside Development Permit: | | |
| Zoning or Design Review Administrator | \$1,500 | Flat Fee |
| Design Review Board or Planning Commission | Cost of Service* - \$3,000 deposit | |
| Town Council | Cost of Service* - \$9,600 deposit | |
| Land Use Permit: | | |
| Conditional Use Permit (Planning Commission) | Cost of Service* - \$3,500 deposit | |
| Permitted Use, Subject to Findings (Zoning Administrator Approval) | Cost of Service* - \$1,000 deposit | |
| Use Permit Amendment, including Modification to Conditions of Approval | Cost of Service* - \$2,000 deposit | |
| Landscape Maintenance Agreement | Cost of Service* - \$2,000 deposit | |
| Lot Line Adjustment | Cost of Service* - \$4,000 deposit | |
| Planned Development Application: | | |
| Minor PD - less than 10 acres and 5 units: | | |
| Conceptual Development Plan | Cost of Service* - \$12,000 deposit | |
| General Development Plan | Cost of Service* - \$12,000 deposit | |
| Precise Development Plan | Cost of Service* - \$12,000 deposit | |
| Major PD - 10+ acres or 5+ units: | | |
| Conceptual Development Plan | Cost of Service* - \$17,000 deposit | |
| General Development Plan | Cost of Service* - \$17,000 deposit | |
| Precise Development Plan | Cost of Service* - \$17,000 deposit | |
| Pre-Application Meeting | Cost of Service* - deposit in full | |
| Reconsideration | Cost of Service* - \$2,000 deposit | |
| ReRoof Permit | \$115 | Flat Fee |
| Rezoning or Zoning Text Amendment | Cost of Service* - \$10,000 deposit | |
| Short Term Promotional/Special Event Permit | \$250 | Flat Fee |
| Sign Applications | | |
| Sign (Design Review Administrator or Zoning Administrator) | \$350 | Fee |
| Sign (Design Review Board or Town Council) | Cost of Service* - \$1,500 deposit | |
| Sign (with approved Master Sign Program) | \$195 | Fee |

**TOWN OF MORAGA
PLANNING DEPARTMENT**

| Description | Proposed FY 2019-20 Fee | Unit |
|---|------------------------------------|---------------|
| Small Cell Wireless | Cost of Service - \$3,000 Deposit | |
| 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 |
| 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 hr. trip |
| Study Session - New Construction | | |
| With Design Review Board | Cost of Service* - \$3,000 deposit | |
| With Planning Commission | Cost of Service* - \$3,000 deposit | |
| Study Session - Existing Single Family Residence | | |
| With Design Review Board | Cost of Service* - \$1,500 deposit | |
| With Planning Commission | Cost of Service* - \$1,500 deposit | |
| Subdivision Improvement Agreement | | |
| Cost of Service* - \$5,000 deposit | | |
| Subdivision Major (5+ Lots) / Tentative Map | | |
| Cost of Service* - \$12,000 deposit | | |
| Subdivision Minor (3-4 Lots) / Parcel Map | | |
| Cost of Service* - \$9,000 deposit | | |
| Extension of Previously approved Major or Minor Subdivision Map | | |
| Cost of Service* - \$3,000 deposit | | |
| Tree Removal | | |
| Tree Removal Permit | \$250 | per Tree |
| Tree Removal Fine | \$1,000 | per Tree |
| Variance (Planning Commission) | | |
| Cost of Service* - \$3,500 deposit | | |
| Variance (Zoning Administrator) | | |
| Cost of Service* - \$2,000 deposit | | |
| Verification of Conditions of Approval | | |
| \$125/condition (paving, landscaping, colors, etc) | | |
| Waste Management Plan Penalty | | |
| \$1,000 or 1% of construction cost, whichever is less | | |
| Zoning Administrator Action – No Hearing | | |
| Cost of Service* - \$2000 deposit | | |
| Zoning Conformance Letter - Request for Written Verification | | |
| | \$500 | Flat Fee |

* **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.

**TOWN OF MORAGA
PLANNING DEPARTMENT**

| Description | Proposed FY 2019-20 Fee | Unit |
|-------------|----------------------------|------|
|-------------|----------------------------|------|

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 | Proposed FY 2019-20 Fee | Unit |
|--|----------------------------|-----------|
| Accident Reports | \$15 | Each |
| Background Check (Local) | \$26 | Each |
| Citation Sign-Off | No Charge | |
| False Alarm Fee | \$50 | Each |
| Fingerprinting - Standard | | |
| Resident | \$41 | Set |
| Non-Resident | \$51 | Set |
| Additional Card | \$5 | Each |
| Fingerprinting - Live Scan | | |
| Resident | \$41 + DOJ Fees | Set |
| Non-Resident | \$51 + DOJ Fees | Set |
| Juvenile Diversion Program | \$125 | Incident |
| Loss Verification | | |
| Resident | \$23 | Each |
| Non-Resident | \$33 | Each |
| Parking Violations (California Vehicle Code, Section 40203.5) | | |
| 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 |

**TOWN OF MORAGA
POLICE DEPARTMENT**

| Description | Proposed FY 2019-20 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 | \$20 | Each |
| Peddler-Solicitor Permit | | |
| Permit | \$50 | Each |
| Fingerprinting - Live Scan | \$41 + DOJ Fees | Each |
| Oversize Vehicle Parking Permit | \$20 | Each |
| Firearms Sale-Police Permit | \$100 + Livescan Fees | Each |
| Photos | \$5 | Each |
| CD/Audio tape | \$15 | Each |
| DVD/Video tape | \$25 | Each |
| Police Reports | \$15 | Each |
| Police Services - Billable/Reimbursable | | |
| Personnel Police Officer | \$132 | Hour |
| Police Corporal | \$140 | Hour |
| Police Lieutenant | \$252 | Hour |
| Police Vehicle | \$20 | Flat Rate |
| 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

**TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|---|---------------|
| Hourly Rates for Staff Services: (2 hour minimum for emergency services) | | |
| Department Directors | \$289 | Hour |
| Senior Civil Engineer | \$199 | Hour |
| Public Works/Parks Maintenance Manager | \$177 | Hour |
| Associate (Civil) Engineer | \$166 | Hour |
| Assistant (Civil) Engineer | \$156 | Hour |
| Maintenance Team Leader | \$128 | Hour |
| Engineering Technician / Inspector | \$123 | Hour |
| Senior Maintenance Worker | \$110 | Hour |
| Administrative Support | \$95 | Hour |
| Maintenance Worker | \$95 | Hour |
| Engineering Intern | \$50 | Hour |
| Consultant Services | Cost + 25% | |
| Public Works Equipment Rentals: | | |
| Standard Type 1 Barricade (with Flashing Beacon) | \$1.10/day; 2 day minimum | Each |
| Type 3 Barricade (3 used to close 2 lane road) | \$7.66/day; 2 day minimum | Each |
| 28-inch Traffic Cone | \$0.66/day; 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 | Cost of Service* \$95/hr.; minimum 2 hours | |
| Setup of Traffic Control Equipment | Cost of Service* \$95/hr.; minimum 2 hours | |
| General Engineering Permits Fees: | | |
| Permit Administrative Fee - collected on all applications | \$125 | Application |
| Work outside permit hours | Cost of Service* \$156/hr.; minimum 4 hours | |
| 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. | |
| Encroachment Applications: | | |
| Concrete Permit Fee (sidewalk, driveway, curb & gutter, ditches, etc.) | Cost of Service* \$156/hr.; minimum 2 hours | |
| Excavation Permit Fee (Street Cut) | Cost of Service* \$156/hr.; minimum 4 hours | |
| Excavation Permit Fee (Street Cut) - Deposit Required for projects greater than 15 days. | Cost of Service*; \$3,500 deposit | |
| Street Storage Permit Fee | \$78 | Space per Day |
| Drainage Easement Permit Fee | Cost of Service*; \$2,000 deposit | |
| Revocable Encroachment Agreement | \$1,500 + \$312/year | Application |
| Signalized Intersection Encroachment Bond | \$10,000 Bond | Application |

**TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|--|------------------|
| 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 |
| Transportation Applications: | | |
| Traffic Control Review | Cost of Service* \$156/hr.; minimum 1/2 hour | |
| 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 | Cost of Service* \$156/hr.; minimum 2 hours | |
| Grading Applications: | | |
| Erosion Control Plan Review & Inspection: | | |
| Between April 15 and October 15 | Fee: \$156/week of potential erosion creating activities; plus Bond: \$1,000 | |
| Between October 16 and April 14: | | |
| 50 cubic yards or less | Fee: \$5000; plus Cash Bond: \$2,500 ⁽¹⁾ | |
| 51 - 500 cubic yards | Fee: \$6,400; plus Cash Bond: \$2,500 ⁽¹⁾ | |
| 501 - 1000 cubic yards | Fee: \$8,475; plus Cash Bond: \$5,000 ⁽¹⁾ | |
| 1,001 - 10, 000 cubic yards | Fee: \$11,800; plus Cash Bond: \$10,000 ⁽¹⁾ | |
| 10,001 - 100,000 cubic yards | Fee: \$17,700; plus Cash Bond: \$20,000 ⁽¹⁾ | |
| > 100,000 cubic yards | Fee: \$22,600; plus Cash Bond: \$40,000 ⁽¹⁾ | |
| | ⁽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 |
| 51-200 cubic yards | Cost of Service*; \$1,000 deposit | |

**TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|--|----------------|
| 20% < Slope < 25% OR quantity > 200 Cubic Yards: | | |
| 50 cubic yards or less | Cost of Service*; \$500 deposit | |
| 51 - 200 cubic yards | Cost of Service*; \$1,000 deposit | |
| 201-1,000 cubic yards | Cost of Service*; \$1,500 deposit | |
| 1,001 - 10,000 cubic yards | Cost of Service*; \$2,000 deposit | |
| 10,001 - 100,000 cubic yards | Cost of Service*; \$5,000 deposit | |
| > 100,000 cubic yards | Cost of Service*; \$15,000 deposit | |
| Slope >25%: | | |
| 50 cubic yards or less | Cost of Service*; \$2,000 deposit | |
| 51 - 200 cubic yards | Cost of Service*; \$2,500 deposit | |
| 201-1,000 cubic yards | Cost of Service*; \$3,000 deposit | |
| 1,001 - 10,000 cubic yards | Cost of Service*; \$3,500 deposit | |
| 10,001 - 100,000 cubic yards | Cost of Service*; \$7,500 deposit | |
| > 100,000 cubic yards | Cost of Service*; \$17,500 deposit | |
| Geotechnical Review | Cost + 25% | |
| Plan Revision After Approval | | \$166 Sheet |
| Grading Inspection Fees: | | |
| 50 cubic yards or less | | \$925 Flat Fee |
| 51 - 1,000 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 of Service* | |
| Work Extends Beyond One Year | Cost of Service*; \$2,500 deposit | |
| Pool Removal Grading Permit | | \$498 Permit |
| Annual Storm Water BMP Inspections and Reporting | Cost of Service* \$156/hr.; minimum 1 hour | Installation |
| Land Development Applications: | | |
| Site Improvements (Plan Review): | | |
| Public Improvements (including public off-site) | | |
| <\$250,000 | Cost of Service* Deposit: 2.5% or \$2,500 minimum | |
| \$250,001 - \$1,000,000 | Cost of Service* Deposit: 2.25% | |
| >\$1,000,000 | Cost of Service* Deposit: 2.5% | |
| Private Improvements | Cost of Service* Deposit: 1.0% or \$2,500 minimum | |
| Landscape Improvements (Public or Private) | Cost of Service* Deposit: 2.5% or \$2,500 minimum | |
| Plan Revisions After Approval | | \$166 Hour |
| Site Improvements (Inspection): | | |
| Public Improvements (including public off-site) | | |
| <\$50,000 | Cost of Service* Deposit: 8.0% of construction cost | |
| \$50,001 - 150,000 | Cost of Service* Deposit: 6.0% of construction cost | |
| \$150,001 - 300,000 | Cost of Service* Deposit: 5.0% of construction cost | |

**TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|--|----------------|
| \$300,001 - 500,000 | Cost of Service* Deposit: 4.0% of construction cost | |
| >\$500,000 | Cost of Service* Deposit: 3.0% of construction cost | |
| Private Improvements: | | |
| <\$50,000 | Cost of Service* Deposit: 5.0% of construction cost | |
| \$50,001 - 150,000 | Cost of Service* Deposit: 4.0% of construction cost | |
| \$150,001 - 300,000 | Cost of Service* Deposit: 3.0% of construction cost | |
| \$300,001 - 500,000 | Cost of Service* Deposit: 2.0% of construction cost | |
| >\$500,000 | Cost of Service* Deposit: 1.0% of construction cost | |
| Landscape Improvements (Public or Private) | Cost of Service* Deposit: 8.0% of construction cost | |
| GIS Conversion of Improvement Plan As-Builts and Final or Parcel Map | Cost of Service* \$156/hr.; minimum 1/2 hour | |
| Performance Bond | 99% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit | Bond |
| Performance Cash Bond | 1% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit | Cash Bond |
| Payment Security Bond | 50% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit | Bond |
| Warranty Bond | 15% Value of Engineer's Estimate for Site Improvements with Unit Costs based on Contra Costa County Unit | Bond |
| Map Checking: | | |
| Final Map Review (5 or more parcels, or condominiums) | Cost of Service* Deposit: \$1,500 + \$50/lot or \$7,000 minimum | |
| Parcel Map Review (4 or fewer parcels) | Cost of Service* \$3,000 deposit | |
| Lot Line Adjustment | Cost of Service: \$162/hr.; minimum 4 hours | |
| County Land Surveyor Services | Cost of Service* | |
| Certificate of Correction | Cost of Service* \$1,500 deposit | |
| Subdivision Monument Checking Fee | | \$166 Each |
| Base Map Revision (Subdivisions) | | \$84 Lot |
| Project Closeout: | | |
| Warranty inspection and bond release for Subdivisions | \$664 plus \$166 per lot or unit, whichever is greater | Flat Fee |
| Warranty inspection and bond release for Single Lot | | \$398 Flat Fee |
| Subdivision Improvement Agreement and Development Agreement Extension Processing | Cost of Service* \$332 Fee per extension plus hourly | |

**TOWN OF MORAGA
PUBLIC WORKS & ENGINEERING**

| Description | Proposed FY 2019-20 Fee | Unit |
|--|--|--------------------|
| <i>Other Services:</i> | | |
| Condition of Approval Compliance Review (no improvement plans) | Cost of Service* \$1,000 deposit | |
| Drainage or Storm Water Control Plan Review (no improvement plans) | Cost of Service* \$156/hr.; minimum 2 hours | |
| Street Vacation Request | Cost of Service*; \$3,000 deposit | |
| Letter of Map Revision / Amendment | Cost of Service*; \$1,500 deposit | |
| Easements/Dedication/Vacations (Utilities & Emergency Vehicles) | Cost of Service*; \$3,000 deposit | |
| 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 | |
| Sign Ordinance Violations | | \$40 per violation |
| * 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. | | |
| 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. | | |

**TOWN OF MORAGA
DEVELOPMENT FEES**

For Reference Purposes Only

| Description | Proposed FY | |
|---|-----------------|------------------------------------|
| | 2019-20 | Unit |
| Development Impact Fees - Originally Effective July 11, 2016 (per Municipal Code 17.04.030 & Resolution 42-2016) | | |
| Residential Development | | |
| Single Family Detached | | |
| General Government Impact Fee | \$7,311 | Dwelling Unit |
| Public Safety Impact Fee | \$807 | Dwelling Unit |
| Park Development Impact Fee | \$9,085 | Dwelling Unit |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$17,203 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| Single Family Attached/Townhouse ^b | | |
| General Government Impact Fee | \$7,311 | Dwelling Unit |
| Public Safety Impact Fee | \$807 | Dwelling Unit |
| Park Development Impact Fee | \$9,085 | Dwelling Unit |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$17,203 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| Multi-Family/Mixed Use ^c | | |
| General Government Impact Fee | \$4,730 | Dwelling Unit |
| Public Safety Impact Fee | \$522 | Dwelling Unit |
| Park Development Impact Fee | \$5,879 | Dwelling Unit |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$11,131 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| Senior Housing | | |
| General Government Impact Fee | \$3,656 | Dwelling Unit |
| Public Safety Impact Fee | \$403 | Dwelling Unit |
| Park Development Impact Fee | \$4,543 | Dwelling Unit |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$8,602 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| Miscellaneous (Residential) ^a | | |
| General Government Impact Fee | \$2,151 | Resident |
| Public Safety Impact Fee | \$237 | Resident |
| Park Development Impact Fee | \$2,672 | Resident |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$5,060 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |

**TOWN OF MORAGA
DEVELOPMENT FEES**

For Reference Purposes Only

| Description | Proposed FY | |
|---|----------------|------------------------------------|
| | 2019-20 | Unit |
| Non-Residential Development | | |
| Retail/Entertainment | | |
| General Government Impact Fee | \$1,129 | per 1,000 SF |
| Public Safety Impact Fee | \$264 | per 1,000 SF |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$1,393 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| Office | | |
| General Government Impact Fee | \$1,693 | per 1,000 SF |
| Public Safety Impact Fee | \$395 | per 1,000 SF |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$2,088 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| B&B/Hotel | | |
| General Government Impact Fee | \$94 | per 1,000 SF |
| Public Safety Impact Fee | \$21 | per 1,000 SF |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$115 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |
| Miscellaneous (Non-Residential) ^a | | |
| General Government Impact Fee | \$507 | Person |
| Public Safety Impact Fee | \$118 | Person |
| Total Development Impact Fee (w/o Storm Drain Fee) | \$625 | |
| Storm Drain Impact Fee | \$398 | per 1,000 SF of Impervious Surface |

Note: Storm Drainage Fee for the Miscellaneous (Residential) and Miscellaneous (Non-Residential) categories is determined based on the impervious surface increased by new development. Calculated fees for other categories presented in this table are the fee per unit or per sq. ft. of new development.

^a *The Miscellaneous (Residential and Non-Residential) categories are designed to represent a broad variety of potential land uses and will provide flexibility in how fees may be calculated for new development that does not fall within one of the typical land use categories. Miscellaneous (Residential) category includes group quarters, such as assisted living and congregate care, and on-campus student housing. Miscellaneous (Non-Residential) includes light industrial and institutional uses such as medical, educational, religious and other community not-for-profit uses. The fees for the miscellaneous categories would be calculated based on the actual projected increase in resident population, non-resident population, or impervious surface, multiplied by the stated fee shown in the table. For miscellaneous residential land uses, the number of residents will be based on the number of dwelling units, rooms or beds, as appropriate. For miscellaneous non-residential land uses, the number of persons will be based on project gross square footage, divided by employees per square foot (or other metric as appropriate) for similar uses, based on industry standards and/or comparable studies. The number of residents or persons, as applicable, shall be estimated by the applicant and verified by the Planning Director. Net increase in impervious surface shall be based on calculations provided by the applicant's licensed civil engineer, based on project plans, and verified by the Planning Director.*

^b *In the Town's existing development impact fee program, the "Single Family Attached/Townhouse" land use is not specified, and the "Duplex" land use is combined with "Multi-Family" use. Going forward, the "Duplex" land uses are included within this new land use category.*

^c *As further described in Chapter II, Section A3, the Town proposes to adopt a maximum size standard for "Multi-Family/Mixed Use." Multi-family housing is defined to include housing developments where 1,500 square feet is the maximum size for any housing unit within a multi-family development and the maximum weighted average bedroom size for all units within the development is 2.0 bedrooms or fewer. (This two-bedroom unit standard is used because a three-person household can occupy this size unit according to the State of California.) Any multi-family projects that exceed these maximums would be defined as part of the Single Family Attached/Townhouse category, as they would have the potential to have much larger household sizes. As Senior Housing units typically restrict occupancy to senior individuals and limit household size, they are considered multi-family housing omitted from this limitation. Secondary units will be considered multi-family units unless they exceed 1,500 square feet in size or have more than two bedrooms.*

**TOWN OF MORAGA
DEVELOPMENT FEES**

For Reference Purposes Only

| Description | Proposed FY | |
|--|-------------|---------------|
| | 2019-20 | Unit |
| Fees In-Lieu of Parkland Development (per Municipal Code 8.140) | | |
| Single Family Detached | \$13,593 | Dwelling Unit |
| Single Family Attached/Townhouse ^a | \$13,593 | Dwelling Unit |
| Multi-Family/Mixed Use ^b | \$8,796 | Dwelling Unit |
| Senior Housing | \$6,797 | Dwelling Unit |
| Miscellaneous (Residential) | \$3,998 | Resident |

^a Duplex land uses and other attached residential uses not otherwise classified as Single Family Detached, or Multi Family per Footnote b,

^b Multi-family housing is defined to include housing developments where 1,500 square feet is the maximum size for any housing unit within a multi-family development and the maximum weighted average bedroom size for all units within the development is 2.0 bedrooms or fewer. (This two-bedroom unit standard is used because a three-person household can occupy this size unit according to the State of California.) Any multi-family projects that exceed these maximums would be defined as part of the Single Family Attached/Townhouse category, as they would have the potential to have much larger household sizes. As Senior Housing units typically restrict occupancy to senior individuals and limit household size, they are considered multi-family housing omitted from this limitation. Secondary living units will be considered multi-family units unless they exceed 1,500 square feet in size or have more than two bedrooms.

**Lamorinda Fee and Finance Authority (LFFA) - subject to change annually
on January 1 (Resolution 10-2016)**

Development projects within the Town of Moraga are also subject to the following development fees of the Lamorinda Fee and Finance Authority. Calendar year 2019 Fees are as per Resolution 76-18, City of Orinda

| | | |
|---------------------------------|------------|-----------------|
| Single-Family | \$7,884.64 | Dwelling Unit |
| Multi-Family ¹ | \$5,518.92 | Dwelling Unit |
| Multi-Family (TOD) ² | \$2,925.40 | Dwelling Unit |
| Commercial | \$8.44 | per Square Foot |
| Other | \$867.76 | Daily Trip |

¹ Multi-family also includes new second units constructed on parcels with existing single-family homes

² TOD - Transit Oriented Development

Note: The local share for the Town of Moraga is 50% of the rate. Additionally, the Town of Moraga receives a regional share of the pool at a rate of 16.5%.

BEFORE THE TOWN COUNCIL OF THE TOWN OF MORAGA

In the matter of:

Updating the Town of Moraga's)
Master Fee Schedule, Effective)
July 7, 2019)

Resolution No. 38 - 2019

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 B 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 increase annually on July 1 in accordance with the Moraga Municipal Code.

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

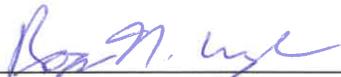
1. Hereby finds with respect to the fees listed in Attachment A, except for the development impact fees, that there is a reasonable relationship between the amount of the fee and the estimated reasonable cost of providing the type of service for which the fee is imposed; the allocation of the cost to 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 B; 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; and

BE IT FURTHER RESOLVED that the updated Master Fee Schedule will become effective July 7, 2019, 60 days after the adoption of this resolution.

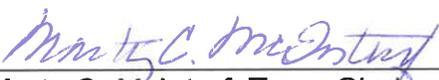
PASSED AND ADOPTED by the Town Council of the Town of Moraga at a regular meeting held on May 8, 2019 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:



Roger N. Wykle, Mayor

Attest:



Marty C. McInturf, Town Clerk