

RESOLUTION NO. 2024-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS SETTING CERTAIN FEES AND CHARGES TO BE COLLECTED IN FY 2024/25

WHEREAS, the Los Altos Municipal Code specifies that certain fees and charges shall be set by Resolution of the City Council; and

WHEREAS, these fees and charges should be in amounts sufficient to recover the costs incurred by the City with respect to the functions to be performed by the City; and

WHEREAS, certain development impact fees are set by separate Resolution of the City Council.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby adopts the fees and charges set forth in the attached FY 2024/25 Fee Schedule for the City and these fees shall become effective July 1, 2024 and shall remain in effect until a new Resolution amending the same is adopted by the City Council.

BE IT FURTHER RESOLVED that all other fees previously established by other City Council Resolution or Ordinance remain in effect.

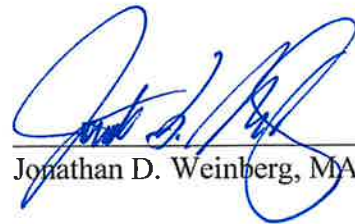
I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 11th day of June, 2024 by the following vote:

AYES: Dailey, Fligor, Lee Eng, Meadows, Weinberg


NOES:

ABSENT:

ABSTAIN:


Jonathan D. Weinberg, MAYOR

Attest:


Melissa Thurman, MMC
CITY CLERK

**City of Los Altos
Fee Schedule
FY 2024/25**

DEVELOPMENT SERVICES	
BUILDING DIVISION	
Building Permit	
Valuation based on price per square foot of construction. Minimum valuation for new residential and commercial construction is \$564.00 per square-foot.	
Total Valuation	
\$1.00 - \$3,000.00	\$240.21
\$3,001.00 - \$25,000.00	
First \$3,000	\$240.21
Each Additional \$1,000	\$30.99
\$25,001.00 - \$50,000.00	
First \$25,000	\$921.88
Each Additional \$1,000	\$31.92
\$50,001.00 - \$100,000.00	
First \$50,000	\$1,719.82
Each Additional \$1,000	\$17.35
\$100,001.00 - \$500,000.00	
First \$100,000	\$3,472.20
Each Additional \$1,000	\$7.59
\$500,001.00 - \$1,000,000.00	
First \$500,000	\$7,549.02
Each Additional \$1,000	\$12.33
\$1,000,001.00 and up	
First \$1,000,000	\$14,276.78
Each Additional \$1,000	\$6.17
ADU Building Permit	\$0.00

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Electrical, Mechanical or Plumbing Permit	
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\$1.00 - \$3,000.00	\$204.01
\$3,001.00 - \$25,000.00	
First \$3,000	\$389.92
Each Additional \$1,000	\$24.18
\$25,001.00 - \$50,000.00	
First \$25,000	\$921.88
Each Additional \$1,000	\$25.51
\$50,001.00 - \$100,000.00	
First \$50,000	\$1,559.68
Each Additional \$1,000	\$52.47
\$100,001.00 and up	1.62%
ADU Electrical, Mechanical or Plumbing Permit	\$0.00

Plan Check	
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ADU Plan Check	\$0.00
Building Plan Check	135%
Energy Plan Check (Title 24)	25%

Solar/Photovoltaic Permit	
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Residential	
15 kw or less	\$300.00
15kw - 50kw	\$300.00
Per kw above 15kw	\$10.00
51kw - 250kw	\$500.00
Per kw above 50kw	\$5.00
250+ kw	\$500.00

Per kw above 250kw	\$5.00
Commercial	
50kw or less	\$300.00
50kw - 250kw	\$500.00
Per kw above 50 kw	\$5.00

250+ kw	\$500.00
Per kw above 250 kw	\$5.00
Standalone Building Permits	
Water Heater	\$150.00
Water Line/Sewer Line	\$302.00
Electric Vehicle (EV) Charging Station	\$300.00
Energy Storage System	\$400.00
Demolition Permit	
Single Family	\$233.00
Commercial/Mixed-Use/Multifamily	\$356.00
Inspections	
Re-inspection Request	\$248.00
Inspections Outside of Normal Business Hours	
(Minimum	\$576.00
Charge of 2 hours)	
Each Additional Hour	\$288.00
Expired Permits	
Expired Permit Fees	Based on Original Permit Fees
Penalty for Expired Permits	
0 to 30 days	\$0.00

31st day through 60th day	\$200.00/per day
61st day through 120th day	\$400.00/per day
121st day and everyday thereafter	\$800.00/per day
Misc. Building Fees	
Alternate Means and Methods Request (AMMR)	\$444.00
Certificate of Occupancy	\$109.00
Temporary Certificate of Occupancy	\$653.00
Duplicate Permit Request	\$109.00
Street Address Change	\$726.00
Stop Work Penalties	2-4x All Plan review and Permit Fees
In House Plan Check Review	\$296.00/per hour
Consultant Review	Actual Cost
Building Code Compliance Review	\$148.00
Fees Assessed at Time of Building Permit Issuance	
California Green Building Fund	Assessed at the rate of \$4.20 per \$100,000 in valuation, with appropriate fractions thereof, but not less than \$1.00 per every \$25,000 in valuation
Construction Tax (Established per LAMC Chapter 3.24)	
Single Family	\$0.41/per Square Foot
Commercial/Multifamily	\$0.68/per Square Foot
Strong Motion and Seismic Hazard Mapping	
Strong Motion Instrumentation & Seismic Hazard Mapping Fees – SMIP	

(1-3 Story Residential)	Valuation Amount x 0.00013 (Minimum Fee \$0.50)
Strong Motion Instrumentation & Seismic Hazard Mapping Fees – SMIP (Over 3 story residential & all commercial)	Valuation Amount x 0.00028 (Minimum Fee \$0.50)
General Plan Maintenance Fee (Charged based Building Permit Fee)	7%
Technology Surcharge Fee (Charged based Building Permit Fee)	5%

ENGINEERING DIVISION	
Encroachment Permit	
Parking Stall	
Base	\$291.00
Per Stall Per Day	\$34.00
Special	\$705.00
Miscellaneous	\$1,192.00
Plan Check	
County Sewer Plan Check	\$1,793.00
Public Works Plan Check	Actual Cost
Stormwater Management Plan Check	\$1,873.00
Transportation Plan Check	Actual Cost
Sewer Permit & Fees	
City	\$724.00
County	\$1,594.00
Sewer Tap-in	\$145.00
Sewer Dye Test	\$191.00
Transportation Permits	
Transportation Permits	
Single	\$16.00
Annual	\$90.00

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Inspection	
Engineering Inspection Fee (Based on Construction Costs)	6%
Additional Inspection Visit	\$352.00
Mapping Fees	
Final Subdivision Map Check	
Base	\$4,693.00
City Land Surveyor (Minimum Deposit)	\$2,000.00
Lot-Line Adjustment	\$2,717.00
Misc. Engineering Fees	
Vacating Easement/Right-of-Way	\$11,143.00
Utility Street Cut Permit (Based on Construction Costs)	4%
Temporary Lane Closure Permit	
Application	\$628.00
Fees Assessed at Time of Engineering Permit Issuance	
Technology Surcharge Fee (Charged based Engineering Permit Fee)	5%
PLANNING DIVISION	
General Applications	
Annexation	\$18,001.00
Appeal	\$1,000.00
Application Modification	
Single Family	\$1,012.00
Commercial/Multi-Family	\$1,703.00

Applicaton Modification	
Single-Family	\$2,341.00
Commercial/Multi-Family	\$5,127.00
Development Agreement	\$13,986.00
Environmental Review (Deposit)	Actual Cost
Flood Hazard Letter	\$691.00
Home Occupation Permit	\$461.00
Preliminary Project Review	
Staff Review	\$6,649.00
Planning Commission	\$11,068.00
Zoning Compliance/Verification Letter	\$691.00
Conditional Use Permit	
New Use Permit or Modification	\$9,180.00
New Use Permit or Modification (Non-Profit)	\$8,809.00
Temporary Use Permit	\$451.00
Design Review	
Single Family	
Administrative (<150 sq. ft.)	\$691.00
Administrative (>150 sq. ft.)	\$3,469.00
Zoning Administrator	\$6,415.00
Commercial/Multi-Family	
Administrative	\$7,131.00
Planning Commission	\$14,825.00

Historic Permit	
Alteration Permit	\$7,172.00
Resource/Landmark Designation	\$4,275.00
Mills Act	\$6,579.00
Sign Review	
Modification of Existing Sign	\$461.00
New/Modification of Sign Program	\$1,382.00
New Sign	\$691.00
Public Notification	
Public Notice	\$2.00/per resident or occupant within notification boundary
Tree Removal	
Tree Removal Permit	
First Tree	\$300.00
Each Additional Tree	\$150.00
Invasive Species (subject to verification)	\$0.00
In-Lieu Tree Replacement Fee	\$1,200.00
Consulting Arborist	Actual Cost
Long Range Planning	
General Plan Amendment (Deposit)	Actual Cost
Zone Change	Actual Cost

Zone Text Amendment (Deposit)	Actual Cost
Map Amendment (Deposit)	Actual Cost
Planned Unit Development (PUD)	Actual Cost
Single-Story Overlay Zone	Actual Cost
Parklet Permit	
Initial Application	\$553.00
Annual Fee (Calculated per Square Foot of Parklet Area)	\$3.00/sq. ft.
Sidewalk Dining	
Sidewalk Permit	
Initial Application	\$553.00
Annual Review	\$357.00
Outdoor Display Permit	
Outdoor Display Permit	\$1,152.00
Subdivision Review	
Certificate of Compliance	\$4,003.00
Reversion to Acreage	\$7,279.00
Tentative Subdivision Map Review	
Tract Map	\$10,546.00
Parcel Map	\$10,546.00
Urban Lot Split	\$5,987.00
Lot Line Adjustment/Lot Merger	\$5,020.00
Map Extension or Modification	
Administrative	\$3,728.00
Planning Commission/City Council	\$6,674.00

Variance	
Variance	
Single Family	\$10,595.00
Commercial/Multi-Family	\$12,900.00
Fees Assessed at Time of Planning Project/Permit Submittal	
Technology Surcharge Fee (Charged based Planning Project/Permit Fee)	5%
POLICE	
Alarm Permit	\$43.50 per permit
Renewal	\$43.50 per permit
Late Renewal/Unpermitted Alarm response	\$90.50
False Alarm Response	
First two responses in a permit year	No charge
Third and subsequent responses	\$260.00
Alcohol Permit	\$120.00
Concealed Carry Weapon Permit	
Initial Application	\$260.00
Bi-annual renewal	\$52.00
DUI Accident Response	
Police Response	\$1,375.00
Fire Response	\$1,675.00
Fatal accident	Fully allocated hourly rate for all emergency personnel responding, not to exceed \$12,000.00 per incident
Jail Booking Fees	
	Actual County Cost
Massage Establishment Permit	
New	\$324.00
Annual Renewal	\$90.00
Massage Appeal Hearing	\$2,323 per appeal Includes one hour of City Attorney time

Miscellaneous Police Permit	\$179.30 Per Application
Parking Permit	
Quarterly	\$46.00
Annual	\$114.00
Second Response Call-Back	
Standard Response	\$221.00 Per Response After an Initial Warning
Juvenile Alcohol Party Response	\$957.00
Secondhand Dealer/Pawn Shop Permit	
New	\$310.60
Annual Renewal	\$179.50
Solicitor Permit	\$179.30 Per Application
Special Event Permit Application	
New For-Profit	\$500
New Non-Profit	\$400
On-Going For-Profit	\$200
On-Going Non-Profit	\$150
Special Event Police Service	Actual Cost
Vehicle Impound Release	\$358.75 per vehicle
Vehicle Repossession	\$17.70 per vehicle
Verification/Clearance Letter	\$47.75 per letter
Subpoena	\$315.60
Subpoena Duces Tecum	\$15.60
Police Report Copies	\$0.20 per page and no charge for victims of crimes
PUBLIC WORKS/ENVIRONMENTAL SERVICES AND UTILITIES	
County Sewer Plan Check	\$717.50 Per Plan
Encroachment Permit	
Parking Stall	\$118.45 Plus \$35.45 Per Stall Per Day
Special	\$508.10

Miscellaneous	\$299.00 Per Permit
Final Subdivision Map Check	\$1,399.00 Per Map Plus Actual outside Costs
Flood Hazard Letter	\$83.55 Per Letter
Heavy Haul Permit	\$729.20 Per Permit
Public Works Inspection	6% of the Estimated Cost of Construction
Lot-Line Adjustment	\$657.75 Plus Actual outside Costs
Sewer Dye Test	\$173.75 Per Test
Stormwater Management Plan Check	\$478.35 Per Application
Temporary Lane Closure Permit	\$627.75 Per Permit Plus \$70.95 Per Day After First Day
Utility Street Cut Permit	2% of Construction Cost (\$200.00 Minimum)
Additional Inspection Visit (for existing permit)	\$191.10
Sewer Permit (City)	\$143.35
Sewer Permit (County)	\$268.95
Sewer Tap-in	\$59.80
Transportation Permit	\$29.75
Public Works Plan Check	Actual Costs
Transportation Plan Check	Actual Costs
Technology Surcharge – Permit System Maintenance, Document Archiving Maintenance, Document Backfile Conversion	5% of all permits

PARKS AND RECREATION	
Banner Hanging	
San Antonio/El Camino Real	\$464.60 Per Two Weeks
Downtown	\$464.60 Per Two Weeks
Fremont/Grant	\$384.50 Per Two Weeks
Lincoln Park	
9-foot	\$192.30 Per Week
18-foot	\$384.60 Per Week
30-foot	\$464.65 Per Week
Los Altos Community Center Facility Rentals (per hour)	
Community Room (Grand Oak)	
Resident	\$286.10
Non-Resident	\$343.30
Non-Profit	\$143.00
Commercial	\$429.15
Meeting Room (Sequoia)	
Resident	\$114.45
Non-Resident	\$143.00
Non-Profit	\$57.25
Commercial	\$171.65
Multi-purpose Room (Apricot, Manzanita, Birch, Sycamore, Maple, Courtyard only)	
Resident	\$91.55
Non-Resident	\$114.45
Non-Profit	\$45.80
Commercial	\$137.35
Kitchen	
Resident	\$57.25
Non-Resident	\$85.85
Non-Profit	\$28.55
Commercial	\$114.45
Lobby	
Resident	\$114.45
Non-Resident	\$143.00
Non-Profit	\$57.25

Commercial	\$171.65
Courtyard	
Resident	\$57.25
Non-Resident	\$85.85
Non-Profit	\$28.55
Commercial	\$114.45
Package (Sequoia/Manzanita/Lobby)	
Resident	\$240.30
Non-Resident	\$291.85
Non-Profit	\$120.15
Commercial	\$480.65
Package (Sequoia/Manzanita/Apricot)	
Resident	\$240.30
Non-Resident	\$291.85
Non-Profit	\$120.15
Commercial	\$480.65
Package (Sequoia/Manzanita/Buckeye/Madrone)	
Resident	\$183.10
Non-Resident	\$223.15
Non-Profit	\$91.55
Commercial	\$366.20
Full Facility Deposit	\$1,144.40
Other Facility Rentals (per hour)	
Multi-purpose rooms	
Resident	\$137.35
Non-Resident	\$171.70
Non-Profit	\$68.65
Commercial	\$274.65
Classrooms	
Resident	\$57.25
Non-Resident	\$68.65
Non-Profit	\$45.80
Commercial	\$114.45

San Antonio Club	
Resident	\$137.35
Non-Resident	\$171.70
Non-Profit	\$68.65
Commercial	\$274.65
Tennis and Bocce Courts	
Resident	\$10.40
Non-Resident	N/A
Non-Profit	\$7.90
Commercial	N/A
Athletic Fields	
Resident	\$57.25
Non-Resident	\$68.65
Non-Profit	\$28.60
Commercial	N/A
Gymnasium (Half)	
Resident	\$97.30
Non-Resident	\$125.85
Non-Profit	\$51.50
Commercial	\$183.10
Gymnasium (Full)	
Resident	\$160.20
Non-Resident	\$206.00
Non-Profit	\$91.55
Commercial	\$320.45
Classroom Deposit	
	\$286.10
Multi-purpose room Deposit	
	\$572.20
Other Facility Rentals (per hour)	
Veterans Community Plaza Half Day	
Resident	\$160.90
Non-Resident	\$206.00
Non-Profit	\$63.00
Commercial	N/A

Veterans Community Plaza Full Day	
Resident	\$251.75
Non-Resident	\$314.75
Non-Profit	\$103.00
Commercial	N/A
Patriot Corner Picnic Area Half Day	
Resident	\$171.65
Non-Resident	\$217.50
Non-Profit	N/A
Commercial	\$343.30
Patriot Corner Picnic Area Full Day	
Resident	\$251.75
Non-Resident	\$314.75
Non-Profit	N/A
Commercial	\$503.50
Grant Picnic Area Half Day	
Resident	\$103.00
Non-Resident	\$125.85
Non-Profit	N/A
Commercial	\$206.00
Grant Picnic Area Full Day	
Resident	\$137.30
Non-Resident	\$166.00
Non-Profit	N/A
Commercial	\$274.65
Miscellaneous	
Key Replacement	
	\$144.45
Facility Rentals	
Additional Facility Attendant	\$25.15 per hour
Linen Rental	\$28.60 per linen
Senior Lunch Program	
Weekly Lunch	Donation Only
Holiday Lunch	Donation Only

OTHER FEES	
Business License Listing	\$47.75 Per Request
Business License Duplicate	\$11.70 Per Request
City Initiative Filing	\$200.00 Per Initiative, Refunded if Within <i>One Year of Filing the Notice of Intent,</i> the Elections Official Certifies the Sufficiency of the Petition
Damage to City Property	Time/Material
Document Certification	\$25.00 Per Certification
Document Reproduction	\$0.25 Per Page
Fair Political Practices Commission Related	\$0.10 Per Page
DVD Copy	\$2.00 Per Disk
Non-Sufficient Funds Check Processing	\$41.50 Per NSF Check
Notary Fee	\$11.00
Tobacco Retailer License	
Initial	\$286.10
Annual	\$171.70