

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24

Effective July 1, 2023



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CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Administration Fees

Service/Activity Category & Description	Fee
Utility Billing	
Reconnect Fee after lock-off for non-payment	\$56.78
After Office Hours - Connect - Reconnect Service including after lock-off for non-payment	\$170.35
Service Transfer	\$0.00
Utility Start Service (move-in with existing meter)	\$0.00
Meter Tampering Check - no tampering found	\$0.00 per hour plus related costs
Meter Tampering - tampering found	time and materials
Leak Test: First Request	\$0.00
Leak Test: Subsequent Requests	\$57.41
Meter Register Change	\$269.82
Meter Re-Read: First Request	\$0.00
Meter Re-Read: Subsequent Request	\$41.33
Monthly Radio Free Meter Fee	\$20.84
Photocopy	\$0.10 per page
Returned Check Fee	
First Incident	\$25.00 per returned check
Subsequent Incidents	\$35.00 per returned check
Notary Fee	\$15.00
Stop Payment Request	\$109.08 per request
Cost Recovery for Professional Consulting Services, Including City Attorney Services	
For any activity requiring professional consulting services, including City Attorney services, the applicant shall reimburse the City for actual costs incurred to employ professional consulting services. The Department Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting services.	
Retail Cannabis	
Retail Cannabis Business Application Fee	\$10,052.50 per application

General Services

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

City Manager's Office	\$152.71 per hour
Finance Department	\$152.71 per hour
Public Works Department	\$130.89 per hour

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Police Fees

Service/Activity Category & Description	Fee
False Alarm Response	
First Three Responses	No charge
Fourth and Fifth Responses	\$50.00 per response
Sixth and Seventh Responses	\$100.00 per response
Eighth or More Responses	\$150.00 per response
Fingerprint Fee	\$36.74
Copies:	
Copy of Police Report	\$0.10 per page
Copies of Photographs	\$18.37 per photograph
Digital Copies	\$27.56 per disc
Clearance Letters	\$50.52 per letter
Permits:	
Concealed Weapon Permit: New	\$114.82
Concealed Weapon Permit: Renewal	\$28.70
Firearms Dealer License: New	\$285.89
Firearms Dealer License: Renewal	\$142.37
Massage Permit: New	\$233.08
Massage Permit: Renewal	\$142.37
Solicitor Permit: New	\$179.11
Solicitor Permit: Renewal	\$142.37
Taxi Cab Driver: New	\$422.53
Taxi Cab Driver: Renewal	\$233.08
Taxi Cab Operator	\$820.94
Tow Release	\$109.08
Repossession Fee	\$15.00
Handicap Ticket Dismissal	\$25.00
Parking Citation Payment Plan	
Standard Payment Plan Administration Fee	\$25.00
Indigent Payment Plan Administration Fee	\$5.00
DUI Traffic Collision Investigation: Non Injury	\$143.52 per hour
DUI Traffic Collision Investigation: Injury	\$143.52 per hour
Street Closure Fee: Regular	\$307.71
Street Closure Fee: Business District	\$489.12
Barricade rental	\$5.74 each
Property Storage Fee	\$215.86
Vehicle Identification Number (VIN) Verification	\$72.33
Child Car Seat Installation	\$0.00
Report Generation Fee	\$27.56

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Police Fees

Service/Activity Category & Description	Fee
Vacation House Check (after 10 days)	\$24.11 per day
Sealing Juvenile Records	\$41.33
Appeal of Notice of Code Violation	\$818.64

Cost Recovery for Professional Consulting Services, Including City Attorney Services
For any activity requiring professional consulting services, including City Attorney services, the applicant shall reimburse the City for actual costs incurred to employ professional consulting services. The Department Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting services.

General Services
For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:
Police Department: \$182.56 per hour

Fines and Penalties
This Master Fee Schedule does not list fines, penalties, and other charges which are imposed by the City for various code violations.

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Planning Fees

Service/Activity Category & Description	Fee
Annexation/Prezone	\$9,520.61 per application
Land Use Code Article 24 Determination	\$2,640.79
Technical Study Review Cost - per proposal	time and materials
Initial Study Negative Declaration Staff Review	time and materials
Environmental Impact Report	time and materials
Addendum to Environmental Impact Report	time and materials
General Plan Amendment	
General Plan Map Amendment	\$3,977.25 per application
General Plan Text Amendment	\$4,937.12 per application
Specific Area Plan or Amendment	\$5,283.87 per application
General Plan Update Surcharge	\$0.35 per \$1 planning fee
Planned Development & Residential Master Plan	
Preliminary Plan Review	\$5,831.55
Final Map Plan & Rezone	time and materials
Minor Modification	\$3,187.32
Design Review	
Design Review - Major	\$5,886.66 per application
Design Review - Minor	\$2,286.00 per application
Design Review - Same Agenda	\$1,816.40 per application
Design Review Revision - major	\$1,951.89 per application
Subdivision per State Subdivision Map Act	
Subdivision Major	\$5,648.99 per application
Subdivision Minor	\$4,732.75 per application
Amendment	\$3,933.62 per application
SB9 Tentative Map	\$3,775.07 per application
Lot Line Adjustment and Mergers	
Lot Line Adjustment	\$1,988.63
Lot Line Merger	\$1,988.63
Appeals	
Appeal of Notice of Code Violation	\$589.01
Appeal of Planning Commission Decision to Council	\$1,231.98
Appeal of Zoning Administrative Decision to Commission	\$1,231.98

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Planning Fees

Service/Activity Category & Description	Fee
Conditional Use Permits	
Conditional Use Permit - major (including temporary use permits, major)	\$2,875.01 per application
Conditional Use Permit Revision - major	\$1,431.77 per application
Conditional Use Permit - minor	\$2,176.93 per application
Conditional Use Permit Revision - minor (including temporary use permits, minor)	\$927.72 per application
Conditional Use Permit - master	\$5,373.43 per application
Variances	
Variances - major	\$2,436.41
Variances - minor	\$1,989.78
Note: Major is determined by Planning Commission. Minor is determined at staff level.	
Zoning Amendments	
Rezone - Zoning Map Amendment	\$4,474.41 per application
Land Use Code Text Amendment	\$250.30 per hour
Other	
Alcohol License -	
Determination of Public Convenience or Necessity	\$243.41
Certificate of Compliance	\$2,191.90
Determination of Legal Non-Conformity	\$1,005.80
Extension of Time Request	\$626.90 per application
Growth Management Allocation Permit	\$730.28
Heritage Tree Removal - Arborist Report Review	\$998.91
Historic Demolition Permit	\$4,048.44
Landscape Plan Review	time and materials
Planning Commission Workshop	\$2,752.16
Pre-Application Conference	\$419.08
Sign Permit	\$243.41
Zoning Affidavit	\$231.93
Cost Recovery for Professional Consulting Services, Including City Attorney Services	
For any activity requiring professional consulting services, including City Attorney services, the applicant shall reimburse the City for actual costs incurred to employ professional consulting services. The Department Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting services.	
Retail Cannabis	
Zoning Clearance Letter	\$117.89 per review

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Planning Fees

Service/Activity Category & Description	Fee
Development Review Services	
For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Planning Director shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:	
Planning and Building Department:	\$194.04 per hour

CITY OF HEALDSBURG

Master Fee Schedule, 2023-24

Public Works & Engineering Fees

Service/Activity Category & Description	Fee
Engineering Plan Check and Inspection (E&I)	
Engineering Plan Check: \$1 - \$5,000	\$532.75
Engineering Plan Check: \$5,001 - \$50,000	\$1,254.95
Engineering Plan Check: \$50,001 - \$500,000	\$5,479.06
Engineering Plan Check: \$500,001+	\$11,234.83
Engineering Inspection: \$1 - \$500,000	time and materials
Engineering Inspection: \$500,001+	time and materials
Storm Water Plan Review & Inspection	
Less than or equal to 10,000 sq ft of Impervious Surface	\$382.34
Greater than 10,000 sq ft of Impervious Surface	\$0.13 per sq ft of Impervious Surface
SUSMP Annual Reporting, first inspection	\$229.63
Storm Water Plan Reinspection	\$382.34 plus staff hourly rate for inspections
Encroachment Permits	\$233.08 plus staff hourly rate for inspections
Parcel/Final/Annexation Maps	
1 - 4 lots	\$11,080.97
5 + lots	\$20,726.73
SB9 Final Parcel Map	\$7,647.94
Meter Installation Fees:	
1" or smaller	\$543.08
1.5"	\$970.20
2"	\$1,206.72
3" compound with strainer	\$3,748.77
4" compound with strainer	\$4,727.01
Sewer Lateral Condition Assessment	
Initial Video Review	\$257.19
Reinspection Video Review	\$130.89 per hour
Grease Interceptor/ Trap (F.O.G.) Inspection Fee	
First in one year period	\$0.00
Each additional	\$230.78
Special Printing	
Maps: Up to 24" x 36" (Electronic Versions - No Charge)	\$27.56
Maps: Larger Size (Electronic Versions - No Charge)	\$42.48
Parklet Program	
Administrative Fee	\$200.00 per month
Rent	\$1.50 per square foot per month

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Public Works & Engineering Fees

Service/Activity Category & Description	Fee
Other	
Right of Way and Public Easement Abandonment	time and materials
Graffiti Abatement	time and materials
Hydrant Meter Rental	\$59.70 per month
Hydrant meter installation and removal*	\$523.58
* A refundable deposit of \$500.00 will be collected when paying the installation and removal fee. This deposit protects the City against lost or damaged hydrant meters and associated equipment.	
Hydrant meter per 1000-gallons fee	\$16.71 per 1000-gallons

Cost Recovery for Professional Consulting Services, Including City Attorney Services
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Development Review Services
 For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Public Works Director shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Public Works Department:	\$130.89 per hour
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CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Building Fees

Service/Activity Category & Description	Fee
Building	
Building Permit (Building Permit Table):	
Base Rate:	
Job Value up to and including \$2,000	\$160.74
Job Value \$2,001-\$25,000	\$160.74 plus \$32 per \$1,000 over \$2,000
Job Value \$25,001-\$50,000	\$1,013.83 plus \$32 per \$1,000 over \$25,000
Job Value \$50,001-\$100,000	\$1,935.81 plus \$13 per \$1,000 over \$50,000
Job Value \$100,001-\$500,000	\$2,687.86 plus \$9 per \$1,000 over \$100,000
Job Value \$500,001-\$1,000,000	\$6,910.82 plus \$10 per \$1,000 over \$500,000
Job Value \$1,000,001 and up	\$12,439.25 plus \$5 per \$1,000 over \$1,000,000
Plus: Plan review fee:	65% of Building Permit Base Rate
Building Reinspection Fee	\$236.52
Solar Permit fee	
Solar Permit - Residential PV up to 15kw	\$450.00 plus \$15 each kW above 15kW
Solar Permit - Residential Thermal up to 10kw	\$450.00 plus \$15 each kWth above 10kWth
Solar Permit - Commercial PV up to 50kw	\$1,000.00 plus \$7 each kW for 51-250kW + \$5 per kW above 250kW
Solar Permit - Commercial Thermal up to 30kw	\$1,000.00 plus \$7 each kWth for 30-260kWth + \$5 per kWth above 250kWth
Structural Permit (related to Commercial Solar Installation)	\$1,315.80
Reroof	
Less Than or Equal to 3,000 Square Feet	\$295.08
Greater Than 3,000 Square Feet	\$520.12
Plan Retention Fee	
Large Format Plans	\$8.04 first sheet, \$1.65 each additional
Small Format 8.5" x 11"	\$4.59 first sheet, \$0.17 each additional
New Construction Permits:	
Electrical Inspection:	
Up to and Including 2,000 sq ft. Residential	\$368.56
Up to and Including 2,000 sq ft. Drinking/Dining	\$461.56
Up to and Including 8,000 sq ft. Hotel/Motel	\$1,613.18
Up to and Including 5,000 sq ft. Industrial	\$807.16
Up to and Including 2,000 sq ft. Retail/Office	\$461.56
Up to and Including 5,000 sq ft. Warehouse/Shell	\$807.16
For permits for sq ft. greater than the noted quantity, the fee increases proportionally.	

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Building Fees

Service/Activity Category & Description	Fee
Mechanical Inspection:	
Up to and Including 2,000 sq ft. Residential	\$368.56
Up to and Including 2,000 sq ft. Drinking/Dining	\$461.56
Up to and Including 8,000 sq ft. Hotel/Motel	\$2,305.52
Up to and Including 5,000 sq ft. Industrial	\$807.16
Up to and Including 2,000 sq ft. Retail/Office	\$461.56
Up to and Including 5,000 sq ft. Warehouse/Shell	\$807.16
For permits for sq ft. greater than the noted quantity, the fee increases proportionally.	
Plumbing Inspection:	
Up to and Including 2,000 sq ft. Residential	\$368.56
Up to and Including 2,000 sq ft. Drinking/Dining	\$461.56
Up to and Including 8,000 sq ft. Hotel/Motel	\$2,305.52
Up to and Including 5,000 sq ft. Industrial	\$807.16
Up to and Including 2,000 sq ft. Retail/Office	\$461.56
Up to and Including 5,000 sq ft. Warehouse/Shell	\$807.16
For permits for sq ft. greater than the noted quantity, the fee increases proportionally.	
Other	
After Hours - Hourly Inspection Charge	\$291.06 per hour
Siding Fee > 1,000 sq ft	\$211.26
Siding Fee 1,000 sq ft or less	\$153.85
Window Replacement > 8 windows	\$268.67
Window Replacement 8 windows or less	\$211.26
Minimum Permit Fee - Electrical	\$230.78
Minimum Permit Fee - Mechanical	\$230.78
Minimum Permit Fee - Plumbing	\$230.78

Cost Recovery for Professional Consulting Services, Including City Attorney Services
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Development Review Services
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Planning and Building Department:	\$194.04 per hour
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CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Electric Fees

Service/Activity Category & Description	Fee
Installation Net-Meter Fee (Residential 200A)	\$296.23
Installation Net-Meter Fee (Residential 320A)	\$347.89
Installation Time of Use Meter Fee (Residential 200A)	\$560.31
Installation Time of Use Meter Fee (Residential 320A)	\$614.27
Commercial Net-Metering or Time of Use Metering	time and materials
Temporary Construction Power - Overhead Service Wire Only	\$701.90
Temporary Construction Power - Overhead Transformer & Service Wire	\$1,397.32
Electric Vehicle Charging (Weekdays)	\$0.55 per hour between 7 am and 5 pm
Electric Meter Test/Power Quality Deposit - after two tests in one year	\$140.08
Single-phase 200A panel, overhead service	\$1,731.81
Single-phase 400A panel, overhead service	\$2,056.29
Single-phase 200A panel, underground service	\$3,168.79
Single-phase 400A panel, underground service	\$3,493.62

Cost Recovery for Professional Consulting Services, Including City Attorney Services

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General Services

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Utilities Department	\$163.04 per hour
City Manager's Office	\$152.71 per hour
Administrative Services Department	\$152.71 per hour
Public Works Department	\$130.89 per hour

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Parks and Facility Fees

Service/Activity Category & Description	Fee
Facility Rental	
<u>Senior Center Rental Fees:</u>	
Dining Hall and Kitchen M-F Day	
Resident: Non-Profit or Individual	\$53.96 per hour
Resident: Commercial	\$62.00 per hour
Non-Resident	\$82.67 per hour
Dining Hall and Kitchen M-F Evening	
Resident: Non-Profit or Individual	\$26.41 per hour plus \$26 cleaning fee
Resident: Commercial	\$31.00 per hour plus \$26 cleaning fee
Non-Resident	\$41.33 per hour plus \$26 cleaning fee
Dining Hall and Kitchen Weekend/Holiday	
Resident: Non-Profit or Individual	\$67.74 per hour plus \$26 cleaning fee
Resident: Commercial	\$78.08 per hour plus \$26 cleaning fee
Non-Resident	\$103.34 per hour plus \$26 cleaning fee
Craft/Card/Fireside Rooms	
Resident: Non-Profit or Individual	\$33.30 per hour
Resident: Commercial	\$37.89 per hour
Non-Resident	\$50.52 per hour
<u>Healdsburg Community Center Rental Fees:</u>	
Multi-Purpose Room	
Resident: Non-Profit or Individual	\$91.85 per hour
Resident: Commercial	\$105.63 per hour
Non-Resident	\$141.22 per hour
Community Meeting Room - Library	
Resident: Non-Profit or Individual	\$67.74 per hour
Resident: Commercial	\$78.08 per hour
Non-Resident	\$103.34 per hour
Community Meeting Room - Classrooms	
Resident: Non-Profit or Individual	\$41.33 per hour
Resident: Commercial	\$47.07 per hour
Non-Resident	\$63.15 per hour
Courtyard	
Resident: Non-Profit or Individual	\$52.82 per hour
Resident: Commercial	\$60.85 per hour
Non-Resident	\$80.37 per hour

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Parks and Facility Fees

Service/Activity Category & Description	Fee
<u>Athletic Field Rental</u>	
HUSD/City Fields	
Resident: Non-Profit or Individual	\$44.78 per hour
Resident: Commercial	\$51.67 per hour
Non-Resident	\$68.89 per hour
Recreation Park	
Resident: Non-Profit or Individual	\$67.74 per hour
Resident: Commercial	\$78.08 per hour
Non-Resident	\$103.34 per hour
Recreation Park with lights	
Resident: Non-Profit or Individual	\$82.67 per hour
Resident: Commercial	\$101.04 per hour
Non-Resident	\$126.30 per hour
<u>Plaza Rental</u>	See Special Events for Permit fees
<u>Picnic Rental</u>	
1 - 20 people	
Resident: Non-Profit or Individual	\$44.78
Resident: Commercial	\$51.67
Non-Resident	\$68.89
21 - 40 people	
Resident: Non-Profit or Individual	\$68.89
Resident: Commercial	\$79.22
Non-Resident	\$105.63
41 + people	
Resident: Non-Profit or Individual	\$90.71
Resident: Commercial	\$104.48
Non-Resident	\$138.93
<u>Pool Rental</u>	
Resident: Non-Profit or Individual	\$93.00 per hour
Resident: Commercial	\$107.93 per hour
Non-Resident	\$143.52 per hour
<u>Community Garden Fee</u>	\$68.32
<u>Parking Lot Use (clean-up and garbage rental)</u>	
Resident: Non-Profit or Individual	\$71.19 per hour
Resident: Commercial	\$82.67 per hour
Non-Resident	\$110.22 per hour

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Parks and Facility Fees

Service/Activity Category & Description	Fee
<u>Non Profit Subsidized meeting Room Program</u>	
Monthly Meeting Room Use (3 hours max) with facility staffed for other programs/services	\$0.00 per hour
Monthly Meeting Room Use (3 hours max) facility not staffed	\$33.30 per hour
Application Fees and Permits	
Minor Special Event Permit	
Resident: Non-Profit or Individual	\$369.71 per permit
Resident: Commercial	\$516.68 per permit
Non-Resident	\$1,476.54 per permit
Block Party Permit	
Resident: Non-Profit or Individual	\$191.74 per permit
Resident: Commercial	\$267.52 per permit
Non-Resident	\$764.68 per permit
Major Special Event Permit	
Resident: Non-Profit or Individual	\$607.38 per permit
Resident: Commercial	\$850.79 per permit
Non-Resident	\$2,429.52 per permit
Film and Photography Permit	
Resident: Non-Profit or Individual	\$105.63 per permit
Resident: Commercial	\$148.11 per permit
Non-Resident	\$422.53 per permit
Street Light Banner Permit	
Resident: Non-Profit or Individual	\$101.04 per permit
Resident: Commercial	\$142.37 per permit
Non-Resident	\$405.30 per permit
Parks Banner Permit	
Resident: Non-Profit or Individual	\$28.70 per permit
Resident: Commercial	\$39.04 per permit
Non-Resident	\$112.52 per permit
Special Events - PRC Recommendation	
Resident: Non-Profit or Individual	\$96.45 per permit
Resident: Commercial	\$134.34 per permit
Non-Resident	\$383.49 per permit
Special Events - City Council Approval	
Resident: Non-Profit or Individual	\$83.82 per permit
Resident: Commercial	\$118.26 per permit
Non-Resident	\$336.41 per permit

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Parks and Facility Fees

Service/Activity Category & Description	Fee
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General Services

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Community Services Department:

Full-time	\$118.26 per hour
Part-time	\$33.30 per hour

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
Recreation Fees

Service/Activity Category & Description	Fee
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All Recreation Programs

Fees imposed for recreational programs provided by the City shall be set at the discretion of the Community Services Director, not to exceed the cost of the individual programs.

General Services

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Community Services Department:

Full-time	\$118.26 per hour
Part-time	\$33.30 per hour

CITY OF HEALDSBURG

Master Fee Schedule, 2023-24

Fire Fees

Service/Activity Category & Description	Fee
Inspection and Plan Review Fees	
Fire Dept Plan Review Fee	\$190.60 per hour
Range Hood System	\$429.41 per system
Fire Alarm Plan	
New system	\$476.49 + \$2.50 per device
Tenant Improvements, 3 Devices or Less	\$381.19 per system
Tenant Improvements, Over 3 Devices	\$476.49 + \$2.50 per device
Sprinkler System	
New Systems with 5 or Fewer Sprinklers	\$429.41
Tenant Improvement Systems with 5 or Fewer Sprinklers	\$190.60 per hour
Systems with Greater than 5, up to 30 Sprinklers	\$429.41
Systems with Greater than 30 Sprinklers	\$429.41 + \$2.50 per each add'l sprinkler above 30
Private Underground Fire Maintenance	
First 300 ft	\$571.79 up to 2 hours
Each add'l 100 ft.	\$95.30
Private Fire Hydrants	\$571.79 per hydrant
Institutional Occupancy/Day Care	
Pre-Licensing: 25 or Less Clients	\$86.11
Pre-Licensing: 26 or More Clients	\$174.52
Institutional Care Facilities	
Less than 25 Clients	\$190.60
25 or More Clients	\$285.89
Institutional Residential Care Facilities	
Less than 50 beds	\$381.19
50 or More beds	\$571.79
Places of Assembly	
Less than 300 persons	\$190.60
300 or More persons	\$381.19
Apartments, Hotels, Motels	
3-10 units	\$190.60
11-50 units	\$334.12
50+ units	\$476.49
Reinspection due to Non-Compliance after 3rd visit	\$190.60
Vegetation Management	
Less than one acre	\$174.52
Greater than one acre	\$190.60 per hour
Request for Alternate Materials or Methods	\$190.60 per hour
Fire Pump Installation	\$571.79 for first 2 hours plus per hourly rate
Expedited Plan Review	\$285.89 per hour
Pre-Application Conference	\$190.60 per hour
Temporary Occupancy Approval Review & Inspection	\$190.60 per hour
Re-Submittal Fee for Incomplete Plans	\$152.71 each
Start of Work Prior to Plan Approval or Issuance of Permit	Double Permit Fee
Stop Work Order	\$190.60 per hour
Site Inspection (after hours)	\$285.89 per hour

CITY OF HEALDSBURG

Master Fee Schedule, 2023-24

Fire Fees

Service/Activity Category & Description	Fee
Annual Fire Permit Fees**	
Combustible Fiber Storage (over 100 sq ft.)	\$285.89
Combustible Material Storage	\$285.89
High Piled Combustible Storage	\$381.19
Lumber Yards	\$381.19
Spray Booth	\$285.89
Tire Storage	\$285.89
Welding & Cutting Operation	\$285.89
** Permit Fees are waived if business has a Certified Unified Program Agencies (CUPA) Permit.	
Miscellaneous Fees	
Tents	
Tents	\$285.89
Expedited Approval (5 days prior to event or less)	\$334.12 + hourly OT
Open Flame Permit	\$16.07
Consultation: quarter hour minimum	\$190.60 per hour
File Search/Review Fee	\$190.60 per hour
Public Protection Class Rating Request	\$0.00
Failure to return Certificate of Compliance	\$152.71
Photocopies & Computer Prints	\$0.10 per page
False Alarm Responses	
First Three Responses	\$0.00 per response
Fourth or More Responses	\$222.74 per response
Appeals Board Request	\$190.60 per hour
Fire Engine Standby Charge	Cal Office of Emergency Services Rates
Hydrant Flow Test	\$190.60 per hydrant
After Hours Flow Test	\$285.89 per hour
Emergency Response	
Hazard Materials Spill	\$190.60 per hour
Hazard Materials Spill: Fire Apparatus rate	Cal Office of Emergency Services Rates

CITY OF HEALDSBURG

Master Fee Schedule, 2023-24

Fire Fees

Service/Activity Category & Description	Fee
Unified Program - Hazard Materials	
Hazard Materials Business Plan	
Business Plan: Range 1	\$95.30
Business Plan: Range 2	\$715.31
Business Plan: Range 3	\$1,001.20
Business Plan: Range 4	\$1,288.24
Business Plan: Range 5	\$1,525.92
Business Plan: Range 6	\$1,773.92
Business Plan: Range 7	\$2,003.55
Business Plan: Range 9 Restaurants > 1000 SCF CO2 N	\$381.19 SB 1261 HSC Chap 6.95 Sec 25507(a)(5)(A)
Site Closure (non - UST)	\$190.60 per hour
Hazardous Waste Generator	
Less than 60 gal/year	\$127.45 per year
Greater than 60 to less than 325 gal/year	\$174.52 per year
Greater than 325 to less than 5 tons/year (w/ recycling)	\$253.75 per year
Greater than 325 to less than 5 tons/year (w/o recycling)	\$318.04 per year
Greater than 5 to less than 25 tons/year	\$858.83 per year
Greater than 25 to less than 250 tons/year	\$1,288.24 per year
Greater than 250 tons/year to less than 500 tons/year	\$2,431.82 per year
Greater than 500 tons/year	\$7,122.09 per year
Waste Oil Only greater than 5 tons	\$810.61 per year
Tiered Permits	
Hazardous Waste Onsite Treatment - all tiers	\$238.82 per year
Cryogenic Fluids - Outdoor Stationary Tank System	
Installation/Removal	\$571.79 per tank, hourly rate applies after 3 hours
Modification	\$381.19 per tank, hourly rate applies after 2 hours
Above Ground Storage Tank Program	
Installation/Removal	\$571.79 per tank, hourly rate applies after 3 hours
Modification	\$381.19 per tank, hourly rate applies after 2 hours
Above Ground Petroleum Storage Act	
1,320 - 5,000 gallons	\$190.60 per year
5,001 - 10,000 gallons	\$381.19 per year
10,001+ gallons	\$571.79 per year
Spill Prevention Control	\$190.60 per hour
Underground Storage Tanks	
Permit to Operate (first tank)	\$1,272.17 per year
Each additional tank	\$571.79 per year
New Installation Plan Check & Inspection (first tank)	\$1,908.26
Each add'l tank	\$571.79
Plan Check Re-Submittal	\$190.60

CITY OF HEALDSBURG

Master Fee Schedule, 2023-24

Fire Fees

Service/Activity Category & Description	Fee
Major Repair & Modification (first tank)	\$571.79
Each additional tank	\$143.52
Resubmittal Fee	\$190.60
Minor Repair & Modification Permit	\$190.60 plus inspection fee per hour
Tank Closure Permit (first tank)	\$1,272.17
Each additional tank	\$381.19
Temporary Closure	\$620.01 per site
Transfer of Ownership	\$318.04
Red Tag Enforcement	\$571.79 per tank, hourly rate applies after 3 hours
Enhanced Leak Detection Permit	\$571.79

Risk Management/Accidental Release Plan/CalArp

Risk Management/Accidental Release Plan	\$190.60 per hour
CalARP	\$1,144.72 per year

Unified Program - Miscellaneous Fees

Reinspection due to Non-Compliance after 3rd visit	\$190.60 per hour
Late Payment Penalty	15% of invoice
Staff Consultation	\$190.60 per hour
State Surcharge - Aboveground Petroleum Storage (APSA)	\$26.00 State Regulated Surcharge
State Surcharge - Cal Accidental Release Program (CalArp)	\$270.00 State Regulated Surcharge
State Surcharge - CUPA	\$57.00 State Regulated Surcharge
State Surcharge - Underground Storage Tank (UST)	\$20.00 State Regulated Surcharge
CERS NextGen Project	\$27.00 State Regulated Surcharge
CERS Technology Fee	\$33.00 per year
CERS Electronic Reporting for Non Submittal	\$190.60 per hour
Subpoena	\$222.74 each

Cost Recovery for Professional Consulting Services, Including City Attorney Services

For any activity requiring professional consulting services, including City Attorney services, the applicant shall reimburse the City for actual costs incurred to employ professional consulting services. The Department Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting services.

General Services

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Fire Department:	\$190.60 per hour
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Fines and Penalties

This Master Fee Schedule does not list fines, penalties, and other charges which are imposed by the City for various code violations.

CITY OF HEALDSBURG
Master Fee Schedule, 2023-24
General

Service/Activity Category & Description	Fee
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General Services

For services requested of City staff for which no fee is listed in this Master Fee Schedule, the Director or Directors of the department or departments whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

City Manager's Office	\$152.71 per hour	
Administrative Services Department	\$152.71 per hour	
Police Department	\$182.56	per hour
Planning and Building Department	\$194.04 per hour	
Public Works Department	\$130.89 per hour	
Community Services Department:		
Full-time	\$118.26 per hour	
Part-time	\$33.30 per hour	
Utilities Department	\$163.04 per hour	
Fire Department	\$190.60 per hour	