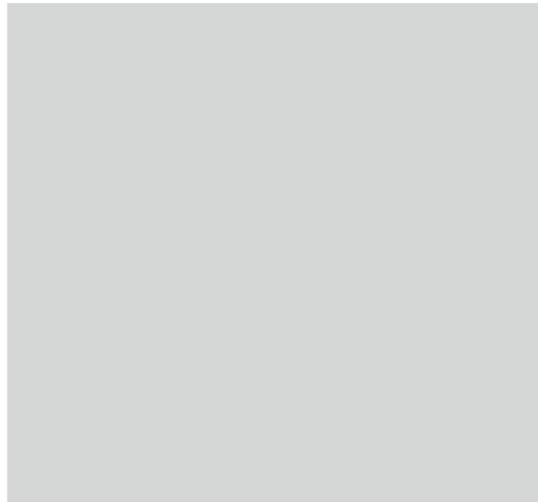
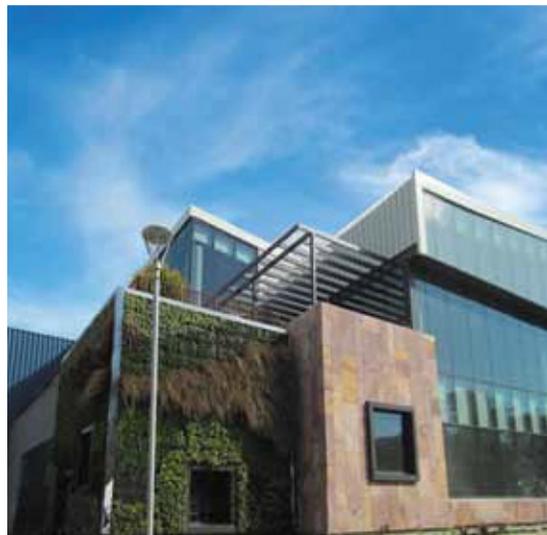




ADOPTED
MUNICIPAL
FEE SCHEDULE



FISCAL YEAR
2016





CITY OF
**PALO
ALTO**



CITY OF
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ALTO**

Fiscal Year 2016 Adopted Municipal Fee Schedule

City Council

Karen Holman, Mayor

Greg Schmid, Vice Mayor

Marc Berman

Patrick Burt

Tom DuBois

Eric Filseth

Gregory Scharff

Liz Kniss

Cory Wolbach

James Keene, City Manager

Suzanne Mason, Assistant City Manager

Ed Shikada, Assistant City Manager

Lalo Perez, Director of Administrative Services/Chief Financial Officer

Walter C. Rossmann, Director, Office of Management and Budget

David Ramberg & Joe Saccio, Assistant Director of Administrative Services

Greg Schmid, Finance Committee Chair

City of Palo Alto

The government of the City of Palo Alto exists to promote and sustain a superior quality of life in Palo Alto. In partnership with our community, our goal is to deliver cost-effective services in a personal, responsive and innovative manner.

Our Values

Quality

Superior delivery of services

Courtesy

Providing service with respect and concern

Efficiency

Productive, effective use of resources

Integrity

Straight-forward, honest and fair relations

Innovation

Excellence in creative thought and implementation

Municipal Fee Schedule Acknowledgments

Department Budget Coordinators

Administrative Services

Mary Figone

City Clerk

Beth Minor

Community Services

Lam Do

Keri Russell

Development Services

Jessie Deschamps

Library

Karol Gallucci

Planning & Community Environment

Sherry Nikzat

Public Safety

Ian Hagerman

Public Works

Sharon Macway

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Image Credits

All artwork produced by children enrolled in Palo Alto Art Center Children's Fine Art camps and classes offered by the Community Services Department. For more information, please visit

www.cityofpaloalto.org/gov/depts/csd/artcenter.

Annual Review of Municipal Fees

A fee is a charge imposed on an individual or business for a service that the individual or business chooses to receive. A fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged, plus overhead. Examples of City fees include, building permits, recreation classes, and development impact fees.

As part of the annual budget process, the City's Municipal Fees are reviewed annually to ensure that fees are set in accordance with applicable federal and state laws, in addition to the City of Palo Alto User Fee Cost Recovery Level Policy (City Council approval: May 2015) and the Community Service Department Class Cost Recovery Policy (City Council approval: November 2007). City departments review their fees for services and make recommendations to Office of Management and Budget (OMB) to add new fees, delete existing fees, and make changes to existing fees. In coordination with departments, OMB staff review amendments to the Municipal Fee Schedule to ensure that fees are consistent with applicable policies and procedures. Amendments to the Municipal Fee Schedule are submitted to the Finance Committee for review and discussion during the annual budget process.

Amendments to the Fiscal Year 2016 Municipal Fee Schedule were reviewed by the Finance Committee on May 12, 2015. The Fiscal Year 2016 Municipal Fee Schedule was adopted by the City Council on June 15, 2015.

Cost Recovery

Propositions 13, 218 and 26 have placed both substantive and procedural limits on cities' ability to impose fees and charges. Collectively these constitutional amendments provide safeguards against taxes being imposed without a vote of the people. Proposition 26 contains a more general articulation of the cost of service principle and includes a requirement that the local government bear the burden of proof that "a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to recover the reasonable costs of the government activity, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor's burden on, or benefits received from, the governmental activity." Cal. Const. art. XIII C, § (e)

Understanding the Municipal Fee Schedule

The Municipal Fee Schedule provides a detailed listing of fees by department. Fees that are not specific to a particular department are found in the Citywide section. In each department section, fees are broadly divided by service area or division. In each section table, fees are further grouped by activity or service and in alphabetical order. Each fee is listed along with the City Council adopted rate for the current fiscal year. Certain fees have multiple rates based upon residency, non-profit status, or regular/overtime rates. These tiered fees are listed where appropriate. The Municipal Fee Schedule does not include fees for the Palo Alto Airport and for Water, Wastewater Collection, Electric, Fiber, Gas, Storm, and Refuse rates. For more information regarding these rates, please visit the City of Palo Alto website at www.cityofpaloalto.org.



CITY OF
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TABLE OF CONTENTS



CITY OF
**PALO
ALTO**

Table of Contents

- I Municipal Fee Schedule Acknowledgments. 3**
- II Municipal Fees and Schedule 4**
- III Table of Contents. 9**
- IV Administrative Services 19**
 - Real Estate 19
 - Conveyance 19
 - Easement Vacation 19
 - Revenue Collection 19
 - Documents & Photocopies 19
 - Miscellaneous 19
 - Parking 19
- V City Clerk. 23**
 - General 23
 - Appeals 23
 - Documents & Photocopies 23
 - Domestic Partner Registry 23
 - Subscriptions 23
- VI Citywide. 27**
 - General 27
 - Documents & Photocopies 27
 - Maps 27
 - Media 27
 - Miscellaneous 27
 - Plans, Standards & Blueprints. 27
- VII Community Services 33**
 - Arts & Sciences 33
 - Art Center 33
 - Art Center - Admissions 33
 - Art Center - Registration 33
 - Arts Activities. 33
 - Children’s Theatre - Admissions 33
 - Children’s Theatre - Registration. 33

TABLE OF CONTENTS

Community Theatre - Admissions.....	33
Recreation.....	34
Recreation Activities - Admissions.....	34
Recreation Activities - Concessions & Merchandise.....	34
Recreation Activities - Registration.....	34
Junior Museum & Zoo - Registration.....	34
Open Space, Parks & Golf17.....	35
Golf - Club & Cart Rental Fees.....	35
Golf - Driving Range Fees.....	35
Rinconada Complex and PAUSD Pools when Operated by the City - Aquatics.....	35
Golf - Green Fees.....	36
Golf - Special Fees.....	36
Open Space Activities - Registration.....	37
Park Activities.....	37
Park Activities - Community Garden.....	37
Rentals & Reservations.....	38
Art Center.....	38
Athletic Fields.....	38
Children's Theatre.....	39
Community Theatre.....	39
Cubberley Community Center.....	39
Cubberley Community Center - Dressing Rooms.....	39
Cubberley Community Center - Infrequent Rentals.....	40
Cubberley Community Center - Personnel Rates.....	40
Cubberley Community Center - Regular Weekly Rentals.....	40
Cubberley Community Center - Special Equipment & Services.....	41
Cubberley Community Center - Theatre Rentals.....	41
Foothills Park.....	41
General.....	42
General - Personnel Rates.....	42
General - Special Equipment & Services.....	42
Junior Museum & Zoo.....	43
Lucie Stern Community Center.....	43
Mitchell Park Community Center.....	44
Rinconada Complex and PAUSD Pools when Operated by the City.....	44
Swimming Pool Rentals.....	44

- VIII Development Services49**
 - Administration49
 - Business Registry49
 - Building49
 - Building Permit Fees.....49
 - Construction & Demolition49
 - Electrical Permits.....50
 - Electrical Permits - Electrical Vehicle Charging Stations.....50
 - Electrical Permits - Photovoltaic Systems.....50
 - General & Miscellaneous Fees50
 - Green Building 51
 - Mechanical Permits.....52
 - Plan Review Fees.....52
 - Plumbing Permits52
 - Plumbing Permits - Graywater Systems53
 - SB 1473 Fee.....53
 - Strong Motion Instrument Program53
 - Use & Occupancy Permits.....53
 - Public Works.....54
 - Director’s Approval.....54
 - Engineering.....54
 - Inspection Fees54
 - Storm Water.....54
 - Fire54
 - Compliance Fees54
 - Documents54
 - Hazardous Materials Classification Permits.....54
 - Hazardous Materials Storage Permits55
 - Inspection Fees56
 - Investigations & Consultations.....56
 - Life Safety & Fire Protection.....56
 - Specific Hazard Permits.....57
- IX Fire63**
 - Paramedics & Training63
 - Compliance Fees63
 - Paramedics63
 - Training63

TABLE OF CONTENTS

X	Library	67
	General	67
	Fines & Penalties	67
	Rentals & Reservations	67
	Sales	67
	Services	67
XI	Planning and Community Environment	73
	Administration	73
	Director's Approval	73
	Planning	73
	Architectural Review	73
	Comprehensive Plan Change	73
	Development Agreement	74
	Development Projects Preliminary Review	74
	Director's Approval	74
	Documents & Photocopies	74
	Environmental Impact Assessment	74
	Historic Resource	74
	Individual Review	75
	Legal Review Fees	75
	Other Application Fees	76
	Site & Design	76
	Subdivision - Five or More Parcels	76
	Subdivision (Minor)	76
	Subdivision (Minor) with Exception	76
	Transportation	77
	Bicycle	77
	Parking Permit - Business District	77
	Subscriptions	77
	Use Permit	77
	Variance	77
	Zone Change	77
	Parking Permit - Commercial/Construction	78
	Parking Permit - Residential	78
	Valet Parking	78
	Impact & In-Lieu Fees	79
	Development Impact Fees - Non-Residential	79

TABLE OF CONTENTS

- Development Impact Fees - Residential79
- Housing Impact Fees79
- Parkland Dedication Fee 80
- Public Art Fee..... 80
- Traffic Impact Fees..... 80
- XII Police85**
 - General.....85
 - Background Check85
 - False Alarm.....85
 - Impoundment Fees.....85
 - Miscellaneous.....85
 - Personnel Rates.....85
 - Special Fees85
 - Animal Services86
 - Adoptions86
 - Animal Permits.....86
 - Boarding86
 - Cremation86
 - Disposal87
 - Euthanasia.....87
 - Impoundment Fees - Cat.....87
 - Impoundment Fees - Dog - Licensed.....87
 - Impoundment Fees - Dog - Unlicensed.....87
 - Impoundment Fees - General.....88
 - Pet Licenses88
 - Spay & Neuter Clinic Fees - Cat.....88
 - Spay & Neuter Clinic Fees - Dog.....88
 - Spay & Neuter Clinic Fees - General.....89
 - Vaccinations.....89
 - Veterinary Services.....89
 - Special Event 91
 - Personnel Rates..... 91
 - Rodeo.....92
 - Street Closure.....92
 - Licenses.....93
 - Adult Entertainment.....93
 - Firearms Dealer93

TABLE OF CONTENTS

Hot Tub/Sauna.....	93
Massage Establishment.....	93
Miscellaneous.....	94
Pushcart Vendors.....	94
Taxicab.....	94
XIII Public Works.....	99
Engineering.....	99
Encroachment Permit.....	99
Inspection Fees.....	99
Permit Fees.....	99
Street Cut Fees.....	99
Storm Drain.....	100
Permit Fees.....	100
Operations.....	100
Maintenance & Repair.....	100
Tree Removal.....	100
Wastewater Treatment.....	100
Industrial Waste Discharge Fees.....	100
XIV Americans with Disabilities Act.....	103



CITY OF
**PALO
ALTO**



ADMINISTRATIVE SERVICES FEES



CITY OF
**PALO
ALTO**

Real Estate

FY 2016 Fee	
Conveyance	
Commercial/Non-Residential/Residential - Long Term (More than 12 months)	\$1,261.00 each
Consent to Assignment, Amendment, Extension or Hypothecation of a lease or sublease where the City is lessor	\$526.00 each
Easement Document Preparation and Processing (Commercial & Residential)	\$1,261.00 each
License/Grant Deed Preparation	\$1,298.00 each
Property Transfer Tax Exemption Fee	\$178.00 each
Public Notice Mailing/Posting/Advertising (Commercial & Residential) <i>Note: The fee is a \$100 initial deposit - actual cost of advertising to be billed separately.</i>	\$100.00 initial deposit - actual cost of advertising billed separately
Telecommunication Application Processing Fee	\$2,475.00 each
Easement Vacation	
General	\$3,535.00 each
Summary	\$1,642.00 each

Revenue Collection

FY 2016 Fee	
Documents & Photocopies	
Budget Book	\$27.00 plus postage
Comprehensive Annual Financial Report (CAFR)	\$17.00 plus postage
Comprehensive Plan	\$66.00 plus postage
Mailing (Certified)	\$3.00 plus postage
Municipal Fee Schedule	\$7.00 plus postage
Miscellaneous	
Returned Payment Charge (California Civil Code Section 1719)	\$25.00 each
Parking	
One Time, Month Only	\$16.00 per day
Permit Investigation (non-refundable)	\$16.00 each



CITY CLERK FEES



CITY OF
**PALO
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General

FY 2016 Fee	
Appeals	
Planning Appeals	\$136.00 each
Documents & Photocopies	
Certification Fee	\$11.00 each
Fair Political Practices Commission Photocopies	\$0.10 per page
Domestic Partner Registry	
Domestic Partners Registration Fee	\$38.00 each
Subscriptions	
Filing Fee	\$25.00 each



CITYWIDE FEES



CITY OF
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General

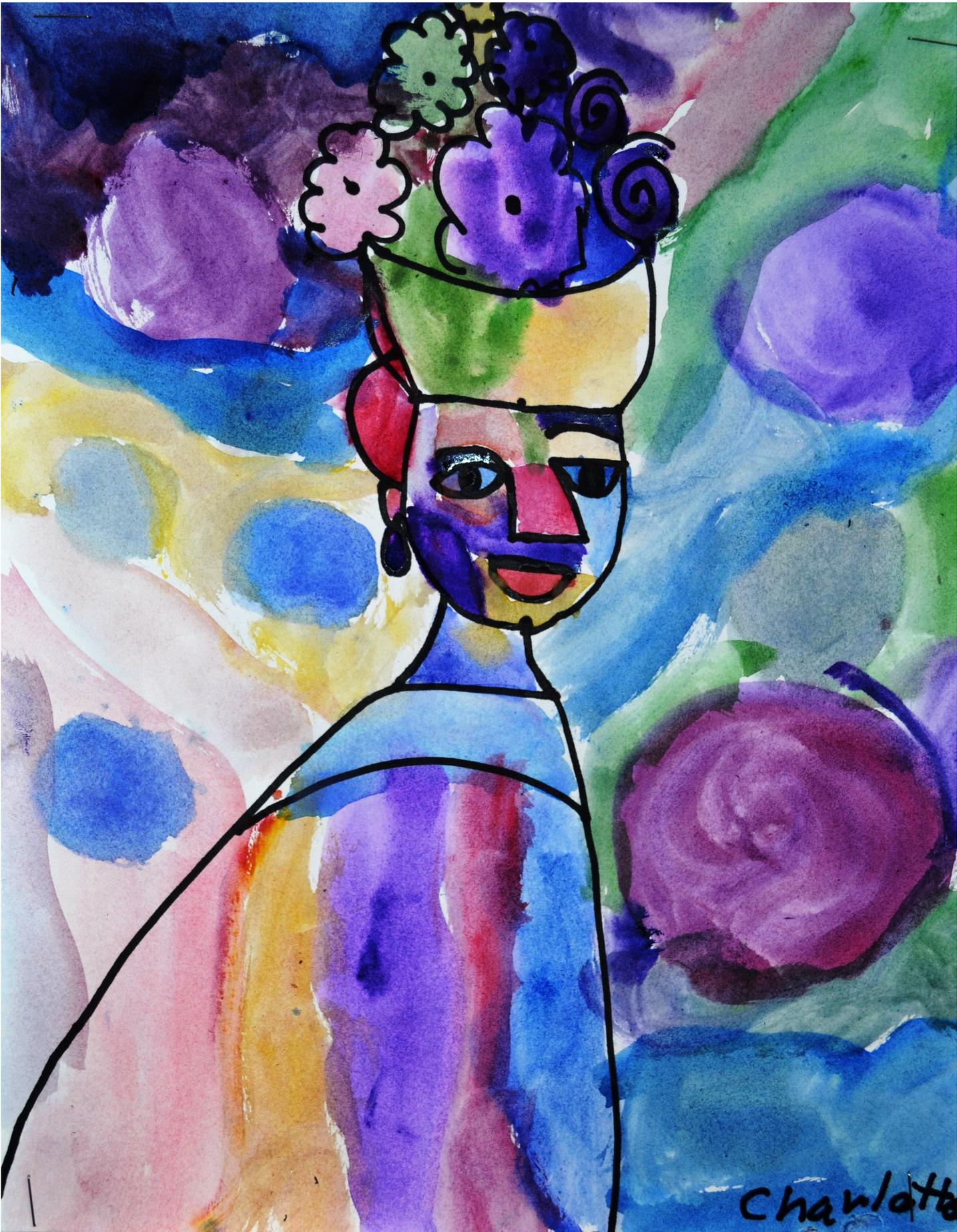
	FY 2016 Fee
Documents & Photocopies	
Black & White - All Sizes	\$0.13 per page
Color (1-100) 8.5" x 11"	Single: \$0.87; Double-Sided \$1.75
Color (1-100) 8.5" x 14"	Single: \$1.21; Double-Sided: \$2.43
Color (1-100) 8.5" x 17"	Single: \$2.26; Double-Sided \$4.52
Maps	
A. 200 Scale Zone Map	\$13.00 per page
B. 400 Scale Zone Map	\$9.00 per page
C. 600 Scale Zone Map	\$13.00 per page
D. 1,000 Scale Zone Map	\$13.00 per page
Media	
CD-ROM	\$11.00 each
Miscellaneous	
Bicycle - Change of Ownership	\$3.00 per application
Bicycle - License	\$3.00 per license
Bicycle - Renewal	\$3.00 per renewal
Bicycle - Traffic School Registration	\$15.00 each
JC Decaux Public Toilet Fee	\$0.50 each
Online Processing of Traffic Citations	\$2.00 each
Plans, Standards & Blueprints	
Blueprint - 18" x 26"	\$5.00 each
Blueprint - 22" x 36" or 24" x 36" or 26" x 26"	\$8.00 each
Blueprint - 25.5" x 27.5" (Block Book)	\$8.00 each
Blueprint - Outside Printing Services	City Cost plus 15%
Blueprint - Roll Sizes	\$1.30 per foot; \$7.50 minimum
Blueprint - Sepia Vellum Film	2 times Blueprint Charges
Blueprint - Smaller than 18" x 26"	\$4.00 each
Blueprint - Standard Color/Mono LaserJet Plots 8.5" x 11" and 11" x 17"	\$1.20 each
Blueprint - Standard Drawings & Specifications	\$18.00 each
Capital Projects - \$100,000 and Below	\$28.00 each
Capital Projects - Above \$100,000	\$56.00 or More
Ink Jet Plot - 18" x 24"	\$15.00 per page
Ink Jet Plot - 24" x 36"	\$27.00 per page

CITYWIDE

	FY 2016 Fee
Ink Jet Plot - 36" x 48"	\$39.00 per page
Ink Jet Plot - Blackline Film	2 times Blueprint Charges
Utility Standards - Project Plan Set	\$25.00 each
Utility Standards - Project Specification	\$25.00 each
Utility Standards - Standard Specifications	\$19.00 each
Utility Standards - WGW Standards, Latest Edition	\$30.00 each
Utility Standards - Xerographic (larger than 11" x 17")	2 times Blueprint Charges



CITY OF
**PALO
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COMMUNITY SERVICES FEES



CITY OF
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Arts & Sciences

FY 2016 Fee		
Art Center		
Locker Rental - Large	\$28.00 per season	
Locker Rental - Small	\$17.00 per season	
Art Center - Admissions		
Permit Fees <i>Note: Interested parties must apply and be selected by the Program Coordinator.</i>	Permit to perform in Arts & Sciences sponsored concert series	
Visual Performing Arts <i>Note: Special workshops and presentations (including Children's Theatre workshop fees).</i>	\$5.00 - \$2,100.00 per hour	
Art Center - Registration		
Administration Fee Per Registration	\$0.00 - \$27.00 each	
Arts Activities		
	Resident Fee	Non-Resident Fee
Birthday Party Admission <i>Note: Junior Museum and Zoo, Children's Theatre, and Art Center</i>	\$308.00 - \$560.00 per party	Fee plus up to 50%
Cancellation Charges	Up to 100% of fees paid	
Children's Theatre Enrichment	\$56.00 - \$280.00 per day	\$108.00 - \$540.00 per day
Drop-in Activities ^{3, 12}	\$4.00 - \$54.00 per person	\$4.00 - \$53.00 per person
Instructional Classes & Camps ^{3, 11}	\$6.00 - \$896.00 per person	Fee plus up to 50%
Tours	Palo Alto & Ravenswood School Districts: \$3.00 - \$5.00 per student	\$84.00 - \$140.00 per group
Workshop Supplies	\$0.50 - \$79.00 per person	\$0.50 - \$79.00 per person
Children's Theatre - Admissions		
Children's Theatre - Adults	\$10.00 - \$22.00 each	
Children's Theatre - Children	\$5.00 - \$22.00 each	
Ticket Processing Fee	\$0.00 - \$4.00 each	
Children's Theatre - Registration		
	Resident Fee	Non-Resident Fee
Children's Theatre - Per Show Production Per Participant Fee ⁸	\$54.00 - \$324.00 each	Fee plus up to 50%
Community Theatre - Admissions		
Patron Facility Use Fee for Community Theatre	\$2.00 each	

COMMUNITY SERVICES

FY 2016 Fee		
Junior Museum & Zoo - Registration		
	Resident Fee	Non-Resident Fee
JMZ - Group Admission <i>Note: For organized groups of 15 -25. Larger groups will be subdivided with additional group admission fee.</i>	\$55.00 - \$135.00 per group	Fee plus up to 50%
JMZ - Science Outreach Program	\$1,120.00 - \$56,021.00 per program	Fee plus up to 50%
JMZ - Science Outreach Unit	\$57.00 - \$1,120.00 per unit	Fee plus up to 50%

Recreation

FY 2016 Fee		
Recreation Activities - Admissions		
Card Replacement Fee	\$1.00 - \$5.00 per card	
Dance Parties ³	\$1.00 - \$11.00 per person	
Group Rate ³	\$16.00 - \$81.00 per group	
Individual Entry Rate ³	\$5.00 - \$27.00 per person	
Special Events ³	\$1.00 - \$22.00 per person	
Recreation Activities - Concessions & Merchandise		
Merchandise <i>Note: Items include t-shirts, sweaters, pens, mugs, etc.</i>	\$1.00 - \$108.00 per item	
Snack Food at Special Events	\$0.50 - \$11.00 per item	
Recreation Activities - Registration		
	Resident Fee	Non-Resident Fee
Cancellation Charges	Up to 100% of fees paid	Up to 100% of fees paid
Drop-in Activities ³	\$1.00 - \$112.00 per person	Fee plus up to 50%
Individual Youth Sport Registration ³	\$168.00 - \$336.00 per person	Fee plus up to 50%
Instructional Classes & Camps ³	\$2.00 - \$896.00 per person	Fee plus up to 50%
Sport Team Registration - Youth & Adult	\$30.00 - \$1,008.00	Fee plus up to 50%
Tennis Court Reservations for Tournaments and USTA League Play	\$5.00 - \$16.00 per hour	\$7.50 - \$24.00 per hour
Tournament Entry Fee	\$3.00 - \$433.00 per person	
Workshop Fee	\$1.00 - \$216.00 per person	

FY 2016 Fee		
Rinconada Complex and PAUSD Pools when Operated by the City - Aquatics		
	Resident Fee	Non-Resident Fee
A. Infant (2 and Under)	\$0.00 - \$3.00 per person	\$0.00 - \$4.00 per person
B. Youth (17 and Under)	\$3.00 - \$6.00 per person	\$4.00 - \$8.00 per person
C. Adult (18 and Over)	\$4.00 - \$6.00 per person	\$5.00 - \$9.00 per person
D. Lap Swimming	\$4.00 - \$6.00 per person	\$4.00 - \$6.00 per person
E. Senior and Senior Lap (60 and Over)	\$3.00 - \$5.00 per person	\$3.00 - \$5.00 per person
F. Membership (Swim Pass) - Youth (17 and Under) ³	\$2.50 - \$5.00 per person	\$2.50 - \$6.00 per person
G. Membership (Swim Pass) -Adult (18 and Over) ³	\$3.00 - \$6.00 per person	\$3.00 - \$8.00 per person
H. Membership (Swim Pass) - Senior (60 and Over) ³	\$2.00 - \$4.00 per person	\$2.00 - \$5.00 per person

Open Space, Parks & Golf¹⁷

FY 2016 Fee	
Golf - Club & Cart Rental Fees	
Hand Cart - 18 Holes	\$4.00 - \$8.00 per rental
Hand Cart - 9 Holes	\$2.00 - \$5.00 per rental
Off Premise Club Rental - 18 Holes	\$45.00 - \$55.00 per rental
Power Cart - 18 Holes	\$26.00 - \$37.00 per rental
Power Cart - 4 Bagger	\$30.00 - \$34.00 per rental
Power Cart - 9 Holes	\$13.00 - \$17.00 per rental
Pro-Line Clubs - 18 Holes	\$28.00 - \$32.00 per rental
Pro-Line Clubs - 9 Holes	\$19.00 - \$22.00 per rental
Single Rider - 18 Holes	\$15.00 - \$19.00 per rental
Golf - Driving Range Fees	
A. Small Bucket	\$3.00 - \$5.00 per bucket
B. Medium Bucket	\$6.00 - \$9.00 per bucket
C. Large Bucket	\$10.00 - \$14.00 per bucket
D. Jumbo Bucket	\$10.00 - \$12.00 per bucket
E. Medium Bucket Card - 10	\$60.00 - \$80.00 per bucket
F. Large Bucket Card - 10	\$90.00 - \$110.00 per bucket

COMMUNITY SERVICES

FY 2016 Fee		
Golf - Green Fees		
	Weekday Rates	Weekend/Prime Time Rates
9 Holes (When Available)	\$23.00 - \$25.00 per player	\$26.00 - \$29.00 per player
Daily Fee - Non-Resident	\$39.00 - \$44.00 per player	\$49.00 - \$54.00 per player
Daily Fee - Resident	\$37.00 - \$42.00 per player	\$47.00 - \$52.00 per player
Junior (17 and Under) <i>Note: After 1:00PM September 1 through April 30.</i>	\$12.00 - \$16.00 per player	\$15.00 - \$18.00 per player
Mid-Day Rate (1 Hour Before Twilight)	\$32.00 - \$35.00 per player	\$42.00 - \$46.00 per player
Northern California Golf Association Junior (NCGA Jr) Fee <i>Note: Must also be a member of NCGA after 2:00PM.</i>	\$10.00 - \$12.00 per player	\$10.00 - \$12.00 per player
Senior - Non-Resident (60 and Over)	\$32.00 - \$35.00 per player	Not Available
Senior - Resident (60 and Over)	\$27.00 - \$30.00 per player	Not Available
Senior 10 Play Discount Card (60 and Older) - Weekdays <i>Note: Senior resident discount cards are available only to verified residents, 60 years and older, in possession of a valid Palo Alto Municipal Golf Course Identification Card.</i>	\$235.00 - \$259.00 per player	\$299.00 - \$329.00 per player
Senior Monthly Play Discount Card (60 and Over) <i>Note: Valid Monday through Friday</i>	\$125.00 - \$135.00 per player	Not Available
Student (21 and Under)	\$26.00 - \$29.00 per player	\$29.00 - \$32.00 per player
Student 10 Play Discount Card (21 and Under)	\$199.00 - \$219.00 per player	Not Available
Student Annual Play Card <i>Note: Unlimited weekday play/ after 11:00 a.m. weekends and holidays.</i>	\$999.00 - \$1,099.00 per player	Not Available
Student Weekday Unlimited Play	\$105.00 - \$115.00 per player	Not Available
Super Twilight Rates <i>Note: November 1 through February 28 after 2:00PM; March 1 through April 30 after 3:30PM; May 1 through August 31 after 4:30PM; September 1 through October 31 after 3:30PM.</i>	\$24.00 - \$28.00 per player	\$26.00 - \$30.00 per player
Twilight Rates <i>Note: November 1 through February 28 after 12:00PM; March 1 through April 30 after 1:30PM; May 1 through August 31 after 2:30PM; September 1 through October 31 after 1:30PM.</i>	\$28.00 - \$32.00 per player	\$33.00 - \$37.00 per player
Golf - Special Fees		
League Reservation Fee	\$250.00 - \$450.00 per team	
	Weekday Rates	Weekend/Prime Time Rates
Shotgun Start Tournaments <i>Note: (1) A \$500.00 non-refundable deposit is due when the tournament is booked; (2) The balance of fees for the tournament contract is due 10 days prior to the tournament date; (3) Tee Off Times: 8:00AM or 12:00PM Standard Time; 7:00 AM or 1:00PM Daylight Savings Time; (4) Minimum number of players: 120; Maximum number of players: 144; (5) Fees apply rain or shine, no cancellations.</i>	\$59.00 - \$65.00 per player	\$70.00 - \$85.00 per player
Tournament Reservation Fee	\$1.00 - \$5.00 per player	

FY 2016 Fee		
Youth (16 and Under) <i>Note: During special promotional periods only. All other fees charged.</i>	Free Green Fee with paying adult	
Open Space Activities - Registration		
	Resident Fee	Non-Resident Fee
Cancellation Charges	Up to 100% of fees paid	Up to 100% of fees paid
Drop-in Activities ³	\$1.00 - \$112.00 per person	
Instructional Classes & Camps ³	\$2.00 - \$896.00 per person	Fee plus up to 50%
Interpretive Programs Including Tours and Birthday Parties	\$2.00 - \$784.00 per event	\$2.00 - \$840.00 per event
Park Activities		
Field Inspector Fee	\$83.00 per hour	
Open Space & Parks Special Use Permit	\$324.00 - \$2,163.00 each	
Playground Inspection Fee	\$162.00 per inspection	
Special Events	\$1.00 - \$108.00 per event	
Park Activities - Community Garden		
Organic Garden Clean-up/Security Deposit	\$100.00 - \$200.00 per garden plot	
Organic Garden Plot ^{3, 16}	\$0.75 per square foot	
Organic Garden Senior Rate	25% discount of square footage	

Rentals & Reservations

Classification and Use of Fees

Class I – City Use and City-Sponsored Activities: No charge for facility rental for events or activities, however, fees for attendants, equipment rental, and special uses may apply. (Note: City facility use for City co-sponsored groups will be considered on a case by case basis.

Class II – 501(c)3 Non-Profit Organizations: IRS recognized non-profit 501(c)3 organizations may receive a 50% reduction on basic facility rental rates upon verification. Only facility rental rates may be reduced and all other fees, such as staffing and equipment, are charged at the full rate. Non-profit organizations charging or collecting fees or raising funds are not eligible for reduced rates and basic fees will apply. This does not apply to class registration fees.

Class III – Individuals, Groups, Organizations, and Businesses not charging fees: Basic rental fees apply.

Class IV – Business or Commercial Use: Individuals, groups, organizations, and businesses charging, collecting, or raising funds may rent facilities and equipment at the basic rate plus 75%. The Art Center is not available for CLASS IV usage.

FY 2016 Fee

Art Center¹⁸

	Resident Fee	Non-Resident Fee
Auditorium	\$131.00 per hour	\$197.00 per hour
Children's Clay Studio	\$37.00 per hour	\$56.00 per hour
Children's Outdoor Classroom	\$85.00 per hour	\$128.00 per hour
Green Room	\$55.00 per hour	\$83.00 per hour
Historic Courtyard	\$85.00 per hour	\$128.00 per hour
Kitchen/Pre-school	\$37.00 per hour	\$56.00 per hour
Lobby	\$85.00 per hour	\$128.00 per hour
Meeting Room	\$85.00 per hour	\$128.00 per hour
Package Rental - Auditorium and Green Room	\$119.00 per hour	\$179.00 per hour
Project LOOK! Studio	\$37.00 per hour	\$56.00 per hour
Sculpture Garden	\$112.00 per hour	\$168.00 per hour
Studio A	\$37.00 per hour	\$56.00 per hour
Studio B	\$37.00 per hour	\$56.00 per hour

Athletic Fields

	Resident Fee	Non-Resident Fee
Athletic Field Use Deposit	\$25.00 - \$500.00 per rental	\$37.50 - \$750.00 per rental
Field Lights <i>Note: Only Baseball and Softball Fields at El Camino Park and Baylands Athletic Center.</i>	\$27.00 per use	\$27.00 per use
Grass Fields	\$46.00 - \$81.00 per hour	\$83.00 - \$162.00 per hour
Grass Fields - Palo Alto Based Non-Profits	\$25.00 - \$54.00 per hour	Not Available

FY 2016 Fee		
Grass Fields - Palo Alto Based Youth Sports Organizations <i>Note: When 51% or more of participation are Palo Alto residents.</i>	\$3.00 - \$27.00 per hour	Not Available
Synthetic Turf Field <i>Note: Stanford Palo Alto Playing Fields and Cubberley Football Field.</i>	\$61.00 - \$162.00 per hour	\$138.00 - \$216.00 per hour
Synthetic Turf Field - Palo Alto Based Non-Profits	\$44.00 - \$108.00 per hour	Not Available
Synthetic Turf Field - Palo Alto Based Youth Sports Organizations <i>Note: When 51% or more of participants are Palo Alto residents.</i>	\$33.00 - \$54.00 per hour	Not Available
Tennis Courts (USTA and Palo Alto Tennis Club Only)	\$5.00 - \$16.00 per hour	\$8.00 - \$22.50 per hour
Children's Theatre		
	Resident Fee	Non-Resident Fee
Auditorium and Stage <i>Note: Fee based on number of attendees.</i>	\$158.00 - \$2,100.00 per hour	\$237.00 - \$3,150.00 per hour
Castle Stage and Secret Garden <i>Note: Fee based on number of attendees.</i>	\$315.00 - \$2,625.00 per hour	\$473.00 - \$3,938.00 per hour
Dance Studio <i>Note: Fee based on number of attendees.</i>	\$32.00 - \$1,050.00 per hour	\$48.00 - \$1,575.00 per hour
Package Rental - All Available Space and Garden <i>Note: Fee based on number of attendees.</i>	\$1,050.00 - \$5,250.00 per hour	\$1,575.00 - \$7,875.00 per hour
Community Theatre		
	Resident Fee	Non-Resident Fee
Auditorium and Stage <i>Note: Fee based on number of attendees.</i>	\$210.00 - \$3,150 per hour	\$315.00 - \$4,275.00 per hour
Green Room and Dressing Rooms <i>Note: Fee based on number of attendees.</i>	\$42.00 - \$1,050.00 per hour	\$63.00 - \$1,575.00 per hour
Rehearsal Hall <i>Note: Fee based on number of attendees.</i>	\$42.00 - \$1,050.00 per hour	\$63.00 - \$1,575.00 per hour
Cubberley Community Center		
	Resident Fee	Non-Resident Fee
A. Art Studio Short Term, Quarter Studio	\$37.50 per week	\$37.50 per week
B. Art Studio Short Term, Half Studio	\$75.00 per week	\$75.00 per week
C. Art Studio Short Term, Whole Studio	\$150.00 per week	\$150.00 per week
Cleaning and Damage Deposit	\$150.00 - \$2,000.00 depending upon event size	
Exclusive Storage Space (As Available)	\$1.00 per sq. ft. per month	
Key Security Deposit	\$55.00 each	
Late Payment Fee	\$68.00 per month	
Cubberley Community Center - Dressing Rooms		
	Basic Rate	Non-Profit Rate²¹
Dressing Room - M2 ¹⁰	\$26.00 per hour	\$22.00 per hour

COMMUNITY SERVICES

FY 2016 Fee		
Dressing Room - M3 ¹⁰	\$23.00 per hour	\$19.00 per hour
Dressing Room - M4 ¹⁰	\$26.00 per hour	\$22.00 per hour
Cubberley Community Center - Infrequent Rentals¹⁹		
	Basic Rate	Non-Profit Rate ²¹
Amphitheater (Grass)	\$36.00 per hour	\$27.00 per hour
Auditorium (Includes Kitchen)	\$140.00 per hour	\$98.00 per hour
Dance Studio	\$54.00 per hour	\$45.00 per hour
Gym A	\$104.00 per hour	\$69.00 per hour
Gym B	\$125.00 per hour	\$81.00 per hour
H-1 Lecture Room	\$68.00 per hour	\$54.00 per hour
Meeting Room - Large (2,000 - 4,000 sq. ft.)	\$66.00 per hour	\$52.00 per hour
Meeting Room - Medium (1,000 - 2,000 sq. ft.)	\$52.00 per hour	\$43.00 per hour
Meeting Room - Small (Less than 1,000 sq. ft.)	\$40.00 per hour	\$32.00 per hour
Pavilion	\$151.00 per hour	\$125.00 per hour
Street Shoe Use Surcharge	\$19.00 per hour	\$19.00 per hour
Cubberley Community Center - Personnel Rates		
	Regular Time	Overtime & Holiday
Custodial Staff ⁹	\$30.00 per hour	\$45.00 per hour
Theatre Technician ⁹	\$34.00 per hour	\$51.00 per hour
Cubberley Community Center - Regular Weekly Rentals²⁰		
	Basic Rate	Non-Profit Rate ²¹
Amphitheater (Grass)	\$25.00 per hour	\$20.00 per hour
Auditorium (Includes Kitchen)	\$95.00 per hour	\$59.00 per hour
Dance Studio	\$41.00 per hour	\$36.00 per hour
Gym A	\$85.00 per hour	\$56.00 per hour
Gym B	\$93.00 per hour	\$63.00 per hour
H-1 Lecture Room	\$55.00 per hour	\$43.00 per hour
Meeting Room - Large (2,000 - 4,000 sq. ft.)	\$53.00 per hour	\$41.00 per hour
Meeting Room - Medium (1,000 - 2,000 sq. ft.)	\$40.00 per hour	\$33.00 per hour
Meeting Room - Small (Less than 1,000 sq. ft.)	\$33.00 per hour	\$26.00 per hour
Office/Program Space (As Available)	\$1.58 per sq. ft. per month	\$1.31 per sq. ft. per month
Pavilion	\$122.00 per hour	\$95.00 per hour
Street Shoe Use Surcharge	\$19.00 per hour	\$19.00 per hour

FY 2016 Fee		
Cubberley Community Center - Special Equipment & Services		
Additional Equipment: Lighting, Audio-Visual, and Staging	\$5.00 - \$158.00 per item plus labor	
Chairs - Padded	\$0.50 per item plus labor	
Cubberley Banner Marquee	\$11.00 - \$53.00 per week	
	Resident Fee	Non-Resident Fee
Gymnastics Equipment	\$5.00 per piece	\$7.50 per piece
Non-Reusable Materials/Supplies	\$0.50 - \$105.00 per item	
Piano - 7' Grand	\$42.00 per use plus moving and tuning costs	
Public Address System with Microphones	\$58.00 per use plus labor	
Tables - 6' Round (Cubberley Only)	\$7.00 per item plus labor	
Upright Piano	\$24.00 per use plus moving and tuning costs	
Cubberley Community Center - Theatre Rentals		
	Basic Rate	Non-Profit Rate²¹
A. Performance Day Package ^{9, 14}	\$1,400.00 each	\$980.00 each
B. Additional Performance	\$335.00 each	\$235.00 each
C. Additional Performance Hours Past Ten	\$210.00 per hour	\$147.00 per hour
D. Additional Performance Hours Beyond Four Hours per Performance	\$115.00 per hour	\$81.00 per hour
E. Production Day Package ^{9, 15}	\$1,200.00 each	\$840.00 each
F. Additional Production Hours Past Ten	\$180.00 per hour	\$126.00 per hour
G. Rehearsal Day Package ⁶	\$850.00 each	\$595.00 each
H. Additional Rehearsal Hours Past Ten	\$130.00 per hour	\$91.00 per hour
I. Dark Day Package ⁴	\$250.00 each	\$175.00 each
J. Full Week Package ^{9, 13}	\$4,000.00 each	\$2,800.00 each
K. Additional Performance	\$355.00 each	\$249.00 each
L. Additional hours past ten daily	\$200.00 per hour	\$140.00 per hour
M. Additional Performance Hours Past Four per Performance	\$115.00 per hour	\$81.00 per hour
N. Package Discount - Half Day ²	20% discount	
O. Package Discount - Off Peak ¹	20% discount	
Foothills Park		
	Resident Fee	Non-Resident Fee
A. 1 - 25 People	\$80.00 per group	Not Available
B. 26 - 100 People	\$135.00 per group	Not Available
C. 101 - 150 People	\$180.00 per group	Not Available
Foothills Nature Interpretive Center Classroom	\$83.00 per hour	Not Available

COMMUNITY SERVICES

FY 2016 Fee		
Towle Camp	\$35.00 per campsite	Not Available
General		
	Resident Fee	Non-Resident Fee
Alma Plaza Community Room	\$110.00 per hour	\$165.00 per hour
Arastradero Gateway Educational Facility ⁷	\$83.00 per hour	Not Available
Banner Space Rental	\$27.00 - \$108.00 per week	\$40.50 - \$162.00 per week
Baylands Nature Interpretive Center Meeting Room	\$83.00 per hour	\$94.00 per hour
Cancellation Charges	One-third of total charges	One-third of total charges
Cleaning and Damage Deposit	\$300.00 - \$1,000.00 per deposit	\$300.00 - \$1,000.00 per deposit
Damage and Cleaning Deposit	\$25.00 - \$1,000.00 per rental	
General Liability Insurance	By quote	By quote
Lawn Bowling Green's Kitchen and Meeting Facility	\$110.00 per hour	\$165.00 per hour
Mitchell and Rinconada Parks - Bowl Areas	\$8.00 - \$81.00 per hour	\$16.00 - \$162.00 per hour
Peers Park, Mitchell Park Field House	\$22.00 per hour	Not Available
Picnic Reservations - Arbor Group Site	\$43.00 per group	Not Available
Picnic Reservations - East Meadow Group Site	\$65.00 per group	Not Available
Picnic Reservations - Pine Grove Group Site	\$119.00 per group	Not Available
Picnic Reservations - Redwood Group Site	\$97.00 per group	Not Available
Picnic Reservations - Sequoia Group Site	\$54.00 per group	Not Available
Picnic Reservations (1 - 15 people)	\$15.00 per group	\$19.00 per group
Special Use Permit	\$324.00 - \$2,163.00 per permit	\$324.00 - \$2,163.00 per permit
General - Personnel Rates		
	Regular Time	Overtime & Holiday
Custodial Services	\$33.00 per hour	\$50.00 per hour
Facility Attendant and/or Assistant	\$31.00 per hour	\$47.00 per hour
Lifeguard	\$21.00 per hour	\$32.00 per hour
Palo Alto Junior Museum & Zoo Attendant	\$29.00 per hour	\$44.00 per hour
Park Ranger	\$61.00 per hour	Not Available
General - Special Equipment & Services		
	Resident Fee	Non-Resident Fee
Built-in Digital Projector System	\$72.00 per use	\$107.00 per use
Canoe (Foothills Park Only)	\$20.00 per use	Not Available
Chairs - Metal Folding (Cubberley Only) <i>Note: Per unit charge when not included as part of facility rental.</i>	\$1.00 per chair	\$1.50 per chair

FY 2016 Fee		
Coffee Urn	\$12.00 per use	\$18.00 per use
Easel	\$4.00 per day	\$6.00 per day
Facility Rental Liability Insurance <i>Note: Optional fee for liability insurance is charged at a rate determined by the City's insurer.</i>	Optional	Optional
Grand Piano	\$85.00 per use	\$128.00 per use
Gymnastics Mat	\$27.00 per use	\$40.50 per use
Personal Flotation Device (Foothills Park Only)	\$2.00 per use	Not Available
Podium and Microphone	\$32.00 per use	\$48.00 per use
Portable Digital Projector	\$65.00 per use	\$97.50 per use
Portable Movie Projector - 16mm	\$11.00 per use	\$16.50 per use
Portable Public Address System	\$12.00 per use	\$18.00 per use
Tables - 6' Round (Cubberley Only) <i>Note: Per unit charge when not included as part of facility rental.</i>	\$6.00 per table	\$9.00 per table
Television	\$29.00 per use	\$43.40 per use
Upright Piano	\$11.00 per use	\$16.50 per use
Junior Museum & Zoo		
	Resident Fee	Non-Resident Fee
Clay Room	\$92.00 per hour	\$138.00 per hour
Exhibit Hall	\$216.00 per hour	\$324.00 per hour
Other Rooms	\$60.00 per hour	\$90.00 per hour
Package Rental - All Available Space ⁵	\$540.00 per hour	\$810.00 per hour
Science Lab	\$60.00 per hour	\$90.00 per hour
Zoo ⁵	\$216.00 per hour	\$324.00 per hour
Lucie Stern Community Center		
	Resident Fee	Non-Resident Fee
Ballroom (Room S)	\$167.00 per hour	\$249.00 per hour
Community Room (Room R)	\$125.00 per hour	\$185.00 per hour
Fireside Room (Room D)	\$95.00 per hour	\$145.00 per hour
Kitchen	\$35.00 per hour	\$55.00 per hour
Package Rental - Community Room and Patio Package	\$149.00 per hour	\$229.00 per hour
Package Rental - Exclusive Use Package <i>Note: Includes facility attendant.</i>	\$330.00 per hour	\$495.00 per hour
Package Rental - Fireside Room and Patio Package	\$129.00 per hour	\$189.00 per hour
Package Rental - Weddings (Saturday & Sunday) <i>Note: Includes facility attendant.</i>	\$360.00 per hour	\$545.00 per hour
Patio	\$90.00 per hour	\$135.00 per hour

COMMUNITY SERVICES

FY 2016 Fee		
Mitchell Park Community Center		
	Resident Fee	Non-Resident Fee
Adobe North Tech Lab	\$104.00 per hour	\$156.00 per hour
Adobe South or Matadero Room	\$82.00 per hour	\$123.00 per hour
El Palo Alto East or West Only	\$104.00 per hour	\$156.00 per hour
El Palo Alto Room (Ballroom)	\$208.00 per hour	\$312.00 per hour
Kitchen	\$60.00 per hour	\$90.00 per hour
Package Rental - Adobe North Tech Lab and South Meeting Room	\$177.00 per hour	\$265.00 per hour
Package Rental - Birthday Package <i>Note: Includes game room, basketball court, and party host.</i>	\$208.00 per hour	\$312.00 per hour
Package Rental - El Palo Alto Room and Kitchen	\$254.00 per hour	\$381.00 per hour
Package Rental - Exclusive Use Package <i>Note: Includes facility attendant.</i>	\$473.00 per hour	\$709.00 per hour
Package Rental - Weddings (Saturday & Sunday) <i>Note: Includes facility attendant.</i>	\$498.00 per hour	\$747.00 per hour
Rinconada Complex and PAUSD Pools when Operated by the City		
	Resident Fee	Non-Resident Fee
A. 1 - 25 People (2 Hour Minimum)	\$90.00 - \$150.00 per hour	\$115.00 - \$160.00 per hour
B. 26 - 50 People (2 Hour Minimum)	\$130.00 - \$190.00 per hour	\$140.00 - \$200.00 per hour
C. 51 - 75 People (2 Hour Minimum)	\$170.00 - \$230.00 per hour	\$180.00 - \$240.00 per hour
D. 76 - 100 People (2 Hour Minimum)	\$200.00 - \$260.00 per hour	\$210.00 - \$270.00 per hour
E. 101 People or More (2 Hour Minimum)	\$250.00 - \$310.00 per hour	\$260.00 - \$320.00 per hour
Swimming Pool Rentals		
	Resident Fee	Non-Resident Fee
A. 1 - 25 People	\$75.00 - \$100.00 per hour	\$95.00 - \$115.00 per hour
B. 26 - 50 People	\$95.00 - \$115.00 per hour	\$129.00 - \$145.00 per hour
C. 51 - 75 People	\$125.00 - \$140.00 per hour	\$169.00 - \$185.00 per hour
D. 76 - 100 People	\$155.00 - \$175.00 per hour	\$225.00 - \$245.00 per hour
Palo Alto Swim Club and Palo Alto Masters Swim Club	\$4.00 - \$6.00 per hour per lane; \$55.00 - \$75.00 per hour for all lanes	Not Available

Endnotes

- ¹ A 20% discount is given for bookings on off-peak days (Monday through Thursday).
- ² A 20% discount is given for half-day rentals (five or less hours either concluding before 2 p.m. or starting after 4 p.m.) or rentals of five hours or less booked before or after an existing rental on the same day. This discount will not apply to multi-day bookings where the client's technical setup does not allow for other clients to rent between bookings.
- ³ A 25% or 50% fee discount through the Fee Reduction Program may be provided for low-income youth (17 & under), seniors (60+), and/or disabled adult residents. Income eligibility is determined using the Community Development Block Grant (CDBG) Low-Income Guidelines. Each participant accepted into the program may receive an annual subsidy up to \$300. Discount percentage will be based on income level
- ⁴ A Dark day is defined as no activity in the building. This is so clients may leave their setup in place between rental days. Peak days are not available as Dark Days.
- ⁵ A two-hour minimum is required for Zoo rental.
- ⁶ All other building use falls under this category, including rehearsals, load-in and restore days.
- ⁷ Arastradero Gateway Educational Facility rental limited to educational use.
- ⁸ Either fee or in-lieu funding agreement with Friends of Palo Alto Children's Theatre.
- ⁹ Fee package includes event supervisor, the M-11 dressing room and all dedicated theatre equipment. Additional technical staff may be required.
- ¹⁰ M2, M-3, and M-4 dressing room fees assessed only when used as dressing rooms for theatre rentals.
- ¹¹ Art Center Foundation members are eligible for a 20% discount on one (1) Studio class per Foundation membership year (\$100.00 and above) to be reimbursed to the City from the Art Center Foundation.
- ¹² For every 10 hours of time purchased in a Visual Arts Studio drop-in program, one hour is given free.
- ¹³ Full week includes exclusive use of the Theatre for 7 consecutive days, with up to ten hours of usage per day, and up to four performances, of up to four hours each, during that time.
- ¹⁴ Performance defined as activity on stage with a live audience present. Performance packages include one performance block up to four hours.
- ¹⁵ Production is defined as videography of onstage activity without a live audience or similar usage.
- ¹⁶ Volunteer Garden Liaisons will have their garden fee waived in appreciation for their service to assist in managing the garden. (Approved by the Parks and Recreation Commission on June 21, 2011.)
- ¹⁷ Sometime during Fiscal Year 2016, the Golf Course is scheduled to be closed for construction with the exception of the driving range which will remain open.
- ¹⁸ A 15% discount on the room fee is given to those booking a space at the Art Center for 5 or more hours.
- ¹⁹ Reduced fees for regular weekly rentals, defined as groups or individuals who rent facilities one or more days per week on a consistent weekly basis for a minimum of three months. Infrequent rentals are all rentals other than regular weekly rentals.
- ²⁰ Reduced fees for regular weekly rentals, defined as groups or individuals who rent facilities one or more days per week on a consistent weekly basis for a minimum of three months. Infrequent rentals are all rentals other than regular weekly rentals.
- ²¹ To qualify for non-profit rates, groups must provide documentation of federal tax exempt status when facility use application is filed.

The Director of Community Services is authorized to offer promotional fee discounts for Registration Activities and Golf Green Fees for purposes of promotion and marketing of programs to maximize revenue and/or participation. Registration Activities may be discounted up to 25% and Golf Green Fees may be discounted up to 35% below the posted fees.



DEVELOPMENT SERVICES FEES



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Administration

FY 2016 Fee	
Business Registry	
Business Registry Fee	\$50.00 per business

Building

FY 2016 Fee	
Building Permit Fees	
A. \$1.00 - \$1,000.00	\$69.20 base fee
B. \$1,000.01 - \$2,000.00	\$69.20 for the first \$1,000.00 plus \$5.47 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
C. \$2,000.01 - \$25,000.00	\$123.91 for the first \$2,000.00 plus \$25.03 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
D. \$25,000.01 - \$50,000.00	\$699.59 for the first \$25,000.00 plus \$18.58 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
E. \$50,000.01 - \$100,000.00	\$1,163.98 for the first \$50,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
F. \$100,000.01 - \$500,000.00	\$1,789.20 for the first \$100,000.00 plus \$10.03 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
G. \$500,000.01 - \$1,000,000.00	\$5,800.59 for the first \$500,000.00 plus \$8.52 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
H. \$1,000,000.01 and Up	\$10,058.55 for the first \$1,000,000.00 plus \$6.72 for each additional \$1,000.00 or fraction thereof If valuation exceeds \$5,000,000.00, an alternative fee arrangement may be established by the Chief Building Official to achieve full cost recovery
I. Building Demolition Permit	\$320.00 (does not include C&D fees)
J. Commercial Interior Non-Structural Demolition Permit	\$194.00 (does not include C&D fees)
Construction & Demolition	
Commercial and Multi-Family Projects greater than or equal to \$25,000.00 in Valuation ¹	\$238.00 per permit
Single Family and Two Family Projects greater than \$25,000.00 and less than \$75,000.00 in Valuations ¹	\$80.00 per permit
Single Family and Two Family Projects greater than \$75,000.00 in Valuation ¹	\$212.00 per permit

DEVELOPMENT SERVICES

FY 2016 Fee	
Electrical Permits	
Air Conditioners	\$29.00 per unit
Air Cooled or Oil Cooled Lighting and/or Power Transformer	Each KVA shall be considered as one horsepower and charged for as per motor schedule
Base Fee	\$92.00 per permit
Busway, Power Duct, or Floor Duct Per Foot	\$0.50 each
Conditional Utility Agreement	\$252.00 each
Each Additional Meter	\$5.00 each
Fixtures, Switches, and Outlets	\$1.00 each
Lighting, Power and/or Control Panel Board, Switchboard Cabinet or Panel	\$5.00 each
Motor	\$23.00 each
Motor Generator	\$3.00 per KVA
New or Remodeled Square Footage	\$0.11 per square foot
Range, Electric Clothes Dryer, or Water Heater	\$5.00 each
Service Conductor/Switch - Greater than 800 ampre	\$40.00 each
Service Conductor/Switch - Less than 200 ampre	\$18.00 each
Service Conductor/Switch - Less than 800 ampre	\$29.00 each
Special Circuit (Not Listed Herein)	\$5.00 each
Temporary Power Pole	\$56.00 each
Temporary Wiring for Construction	\$56.00 each
Electrical Permits - Electrical Vehicle Charging Stations	
Commercial (Level 1 and 2)	\$370.00 plus \$92.50 for each additional station
Commercial (Level 3 and 4)	\$560.00 plus \$140.00 for each additional station
Residential (All Types)	\$160.00 per station
Electrical Permits - Photovoltaic Systems	
A. Residential System	\$311.00 each
B. Commercial System (less than 10 kW)	\$565.00 each
C. Commercial System (10kW - 49kW)	\$850.00 each
D. Commercial System (greater than 49kW)	\$900.00 each
General & Miscellaneous Fees	
Address Change	\$224.00 single address; \$112.00 each additional address
All Other Publications	\$16.00 each
Construction/Maintenance Vehicles	\$76.00 per space per week
Electric Service and Safety Inspection	\$84.00 per hour
Extension of Building Permit or Building Permit Application	\$56.00 per application

DEVELOPMENT SERVICES

FY 2016 Fee		
Inspections and Investigations - Outside Normal Business Hours <i>Note: Inspections and investigations outside normal business hours (2-hour minimum).</i>	\$202.00 per 1.5x OT hour; \$226.00 per 2.0x OT hour	
Inspections and Investigations - Unclassified <i>Note: Inspections and investigations for which no fee is specifically indicated (2-hour minimum).</i>	\$163.00 per hour	
Reactivation of Expired Building Permit	\$168.00 per permit plus Plan Check Fees as applicable	
Reactivation of Expired Building Permit - All Others	50% of original Building Permit Fee not to exceed the full cost to perform remaining inspections as determined by the Chief Building Official	
Reactivation of Expired Building Permit - Final Inspection Only	\$375.00 or 50% of original Building Permit Fee, whichever is less	
Real Property Research Fee (1-hour minimum)	\$127.00 per hour	
Records Retention	\$4.00 per plan sheet	
Reinspection Fee - Multi-Family Residential and Non-Residential	\$308.00 each	
Reinspection Fee - Single Family Residential	\$84.00 each secondary inspection type; \$308.00 each primary inspection type	
Request for Release of Building Plans	\$45.00 each	
Residential Inspection Guidelines <i>Note: Available free online</i>	\$33.00 each	
Green Building		
	City Verification Review	Outside Verification Review
A. Residential - Single Family and Two Family New Construction ¹ <i>Note: New construction plus additions greater than 1,250 sq. ft. and rebuilds.</i>	\$677.00 per review	\$179.00 per review
B. Residential - Existing Home Renovations, Rebuilds, and/or Additions ¹ <i>Note: Any existing home renovation, rebuilds, and/or additions greater than 250 sq. ft. and less than 1,250 sq. ft. and/or greater than \$100,000.00 valuation.</i>	\$56.00 per review	Not Applicable
C. Residential - Multi-Family New Construction of Three or More Units (attached) ¹	\$1,190.00 (1-10 units); \$1,388.00 (11-24 units); \$1,687.00 (25 units or more)	\$692.00 per review
D. Residential - Multi-Family Renovations or Alterations ¹ <i>Note: Renovations or alterations greater than 50% of the existing unit sq. ft. and that include replacement or alteration of at least of the following: HVAC system, building envelope, hot water system, or lighting system.</i>	\$1,190.00 per review	\$692.00 per review
E. Non-Residential - New Construction ¹ <i>Note: New construction plus additions greater than 1,000 sq. ft. and rebuilds.</i>	\$1,495.00 per review	\$896.00 per review
F. Non-Residential - Tenant Improvements, Renovations, or Alterations (greater than 5,000 sq. ft) ¹ <i>Note: Any existing tenant improvement, renovation, rebuilds, and/or additions greater than 5,000 sq. ft. that include replacement or alteration of at least two of the following: HVAC system, building envelope, hot water system, or lighting system.</i>	\$976.00 per review	\$479.00 per review

DEVELOPMENT SERVICES

FY 2016 Fee		
G. Non-Residential - Tenant Improvements, Renovations, or Alterations (greater than \$100,000 valuation) ¹ <i>Note: Any existing tenant improvement, renovation, or alterations greater than \$100,000.00 in valuation and/or landscape renovations 21,000 sq. ft.</i>	\$357.00 per review	Not Applicable
Mechanical Permits		
Air Conditioner or Heat Pump		\$28.00 each
Base Fee		\$92.00 per permit
Boiler (Certified Design)		\$28.00 each
Duct Outlet		\$0.50 each
Evaporative Cooler		\$28.00 each
Exhaust Hood - Kitchen or Industrial		\$28.00 each
Fire Damper		\$5.00 each
Flue		\$5.00 each
Furnace and Flue		\$28.00 each
New or Remodeled Square Footage		\$0.11 per square foot
Process Piping System		\$28.00 each
Process Piping System - Hazardous		\$56.00 each
Swimming Pool Heater		\$28.00 each
Vent Fan (Bath, Dryer, Residential Kitchen)		\$11.00 each
Plan Review Fees		
Additional Plan Review <i>Note: Required by changes, additions, or revisions to plans including Alternative Means and Methods (2-hour minimum). For Elective (3rd party) and over-the-counter reviews (half hour minimum).</i>		\$191.00 per hour
Building Plan Check		80% of Building Permit fee
Certified Access Specialist (CASp) Review/Consultation		Actual cost of CASp Consultant plus 15%
Elective Plan Check		35% of Building Plan Check fee
Fire and Life Safety Plan Check		45% of Building Permit fee
Public Works Plan Check		12% of Building Permit fee
Zoning Plan Check		30% of Building Permit fee
Plumbing Permits		
Base Fee		\$92.00 per permit
Commercial/Industrial Sewer		\$28.00 each
Fixtures		\$3.00 each
Gas Outlet		\$5.00 each
Industrial Waste System		\$28.00 each
New or Remodeled Square Footage		\$0.11 per square foot
Radiant Heat Piping System		\$28.00 each

DEVELOPMENT SERVICES

	FY 2016 Fee
Rain Water System	\$5.00 each
Residential Sewer	\$11.00 each
Solar Hot Water System <i>Note: Does not include Plan Check fee.</i>	\$224.00 each
Storm Drain System	\$28.00 each
Swimming Pool	\$28.00 each
Water Heater	\$5.00 each
Water Piping System or Repair	\$5.00 each
Plumbing Permits - Graywater Systems	
Clotheswasher System	\$56.00 each
Complex System	\$88.00 plus plan review at cost
Simple System	\$61.00 plus plan review at cost
SB 1473 Fee	
A. \$1.00 - \$25,000.00 Permit Valuation	\$1.00 per valuation increment
B. \$25,001.00 - \$50,000.00 Permit Valuation	\$2.00 per valuation increment
C. \$50,001.00 - \$75,000.00 Permit Valuation	\$3.00 per valuation increment
D. \$75,001.00 - \$100,000.00 Permit Valuation	\$4.00 per valuation increment
E. Each \$25,000.00 Increment or Fraction Thereof Above \$100,000.00	Add \$1.00 per valuation increment
F. Minimum	\$1.00 minimum
Strong Motion Instrument Program	
Commercial	\$28.00 per \$100,000.00 permit valuation (\$0.50 minimum)
Residential	\$13.00 per \$100,000.00 permit valuation (\$0.50 minimum)
Use & Occupancy Permits	
Certificate of Use and Occupancy	\$287.00 each
Certificate of Use and Occupancy - Replacement	\$123.00 each
SB 1186 Mandated Fee <i>Note: Does not include fees collected by the Fire Department.</i>	\$1.00 each
Temporary Occupancy Permit - Multi-Family Residential, Non-Residential, and Other Commercial	\$896.00 each
Temporary Occupancy Permit - Single Family Residential and Commercial Tenant Improvement less than 10,000 sq. ft.	\$375.00 each

Public Works

FY 2016 Fee	
Director's Approval	
Protected Tree Removal	\$280.00 plus applicable Other Application fees
Engineering	
A. 101 - 1,000 cubic yards	\$148.00 for the first 100 cubic yards, plus \$148.00 for each additional 100 cubic yard or fraction thereof
B. 1,001 - 10,000 cubic yards	\$1,480.00 for the first 1,000 cubic yards plus \$148.00 for each additional 1,000 cubic yards or fraction thereof
C. 10,001 or more cubic yards	\$2,960.00 for the first 10,000 cubic yards plus \$148.00 for each additional 10,000 cubic yard or fraction thereof
Inspection Fees	
Tree Inspection for Private Development	\$243.00 per inspection
Storm Water	
Storm Drain Inspection Fee	\$436.00 per inspection (up to 4 hours) plus \$82.00 per hour thereafter
Storm Drain Plan Check Fee	\$476.00 per project

Fire

FY 2016 Fee	
Compliance Fees	
Emergency Response Fee - Hazmat (PAMC 17.24.050)	Up to \$1,212.00 for each incident up to 100% cost recovery
Installation or Closure Without Approved Plans and/or Permits	\$275.00 - \$813.00 average fee range
Documents	
Emergency Planning Guide	\$253.00 each
Long-term Offsite Document Storage	\$0.25 per page
Microfilm Copy/Print	\$3.25 per blueprint page; \$0.30 per specification/calculation page
Photographs	\$30.00 first print; \$0.55 each additional print
Hazardous Materials Classification Permits	
Compressed Gas	\$139.00 annually
Corrosives	\$139.00 annually
Cryogenic Fluid	\$139.00 annually
Flammable and Combustible Liquids	\$139.00 annually

DEVELOPMENT SERVICES

	FY 2016 Fee
Flammable Gas	\$139.00 annually
Flammable Solids	\$139.00 annually
Health Hazard (Liquids & Solids)	\$139.00 annually
Liquefied Petroleum Gases	\$139.00 annually
Organic Coatings	\$175.00 annually
Organic Peroxides	\$139.00 annually
Ovens - Industrial Baking or Drying	\$102.00 annually
Oxidizers (Liquids & Solids)	\$139.00 annually
Oxidizing Gas	\$139.00 annually
Parade Float	\$115.00 per hour
Place of Public Assembly	\$236.00 per occurrence
Pyrophoric Gas	\$139.00 annually
Pyrophoric Materials (Liquids & Solids)	\$139.00 annually
Pyrotechnical Special Effects Material	\$29.00 annually
Radioactive Materials	\$139.00 annually
Refrigeration Equipment	\$175.00 annually
Spraying/Dipping	\$175.00 annually
Tent or Air Supported Structure <i>Note: Tent or air-supported structure having an area in excess of 200 sq. ft. or canopies in excess of 400 sq. ft. Fee includes a public assembly permit of \$125.00 for all tents.</i>	\$290.00 each
Tire Recapping/Tire Storage	\$575.00 annually
Toxic, Highly Toxic, Moderately Toxic, Health Hazard Gas <i>Note: Includes pesticides, fumigants, and etiologic agents.</i>	\$139.00 annually
Toxic, Highly Toxic, Moderately Toxic, Health Hazard Materials	\$139.00 annually
Unstable Reactive Gas	\$139.00 annually
Unstable Reactive Materials (Liquids & Solids)	\$139.00 annually
Water Reactive Materials (Liquids & Solids)	\$139.00 annually
Hazardous Materials Storage Permits	
Additional Approvals for Hazardous Materials Storage Permit <i>Note: Additional approval for permit to construct, temporary closure, permanent closure, otherwise modify a hazardous materials storage facility. See CEQA for additional fees.</i>	\$356.00 per occurrence plus \$159.00 per hour for time above two hours
Business Plan (HMBP)	\$256.00 per location annually
Late Fee for Hazardous Materials Storage Permit	25% of total Hazardous Material permit fee
Level I Facility <i>Note: Minimal storage as defined by having no hazardous materials over CFC permit amounts as specified in CFC section 105.</i>	\$264.00 annually per location

DEVELOPMENT SERVICES

FY 2016 Fee	
Level II Facility <i>Note: Quantities exceeding CFC permit threshold, but less than 50 gal., 500lbs or 200 cu. ft. Category also includes dry cleaning, fixed medical gas, auto or aircraft repair, and service stations.</i>	\$404.00 annually per location plus other hazardous materials classification permit if applicable
Level III Facility <i>Note: Quantities exceed 50 gal. 500lbs, or 200 cu. ft. and not categorized as Level II.</i>	\$729.00 annually per location plus other hazardous materials classification permit if applicable
Petroleum Aboveground Storage Tank	\$593.00 annually
Provisional (6 Month)	\$186.00 plus other hazardous materials classification permit fees if applicable
Inspection Fees	
Additional Resinspection Fee	\$323.00 for up to 2 hours resinspection plus \$159.00 per hour (during business hours)
After Hours Inspection Fee <i>Note: Fee for before or after normal business hours; weekends and holidays included. Fee is to be paid in advance of inspection.</i>	\$165.00 per hour; 4 hour minimum
Care Facility <i>Note: Includes community, child day care and residential care for the elderly (CFC 111.4). Excludes residential elderly care facilities with six or fewer persons.</i>	\$175.00 annually
Care Facility Inspection Including Fire Clearance	\$73.00 for facilities with 7-25 clients; \$140.00 for facilities with more than 25 clients
Christmas Tree Lot/Pumpkin Patch	\$175.00 each
High Rise Building - Certificate of Compliance <i>Note: Certificate of compliance inspection for each high rise building which is required by state law to be inspected and certified annually as meeting minimum compliance with applicable state of California fire and life safety standards for existing high rise buildings (CFC 111.4.3).</i>	\$713.00 annually for up to 4 hours; \$159.00 for each additional hour
Outside Cooking Booths	\$198.00 each
Standby Fire Watch or After Hours at Fire or Incident Scene	\$159.00 per hour
Use and Occupancy Fire Inspection	\$148.00 per inspection
Investigations & Consultations	
Additional Hours Over Plan Review/Inspection	\$155.00 each
Alternate Means and Methods Application	\$356.00 per application
Appeals to Decisions	\$159.00 per hour
Consultation Fee	\$166.00 per hour
Hazardous Materials Data Entry Fee	\$77.00 per hour; 1 hour minimum
Hydrant Flow Fee	\$165.00 per occurrence
Site Disaster Planning	\$166.00 per hour
Life Safety & Fire Protection	
Automatic Fire Sprinkler Installation/Modification	\$356.00 plus \$1.80 per head
Express Fire Protection Plan Check Fee	\$163.00 per occurrence
Fire Alarm System Installation and Modification	\$356.00 plus \$2.00 a device or contact point

DEVELOPMENT SERVICES

FY 2016 Fee	
Fire and Life Safety Plan Check - Commercial <i>Note: Includes one inspection and reinspection.</i>	The Fire and Life Safety Plan Review Fee is 45% of the Building Plan Check Fee and is collected by the Building Division at the time an application of a Building Permit is submitted
Fire Protection and Fire Access Plan Review for New Single Family Dwellings or Additions	\$100.00 each
Hydrant Installation/Modification - Private	\$261.00 plus \$59.00 per hydrant
Other Automatic Fire Extinguishing System <i>Note: Includes hood and duct, FM 200, Inergen, and CO2. If a system has a release panel, Fire Alarm fees apply as well.</i>	\$356.00 plus \$7.25 per nozzle
Standpipe System - Wet, Dry, or Combination	\$208.00 per riser
Temporary Certificate of Occupancy	\$356.00 per occurrence
Underground Fire Service Line <i>Note: Includes one inspection and reinspection.</i>	\$356.00 per occurrence
Verification of Fire Protection System Maintenance and Certification	\$89.00 annually
Specific Hazard Permits	
Aerosol Products	\$102.00 annually
Amusement Buildings	\$410.00 each
Automobile Wrecking Yard or Junk Yard	\$179.00 annually
Bowling Alley and Pin Refinishing Involving the use of Flammable Liquids	\$179.00 each
Candles and Open Flames in Assembly Areas	\$142.00 annually
Carnivals and Fairs	\$179.00 each
Cellulose Nitrate Storage/Nitrate Film	\$102.00 annually
Combustible Fiber/Material Storage	\$179.00 annually
Confined Space	\$148.00 annually
Dust Producing Devices	\$126.00 annually
Excavate within 10 ft. of Flammable or Combustible Pipeline	\$88.00 each
Explosive or Blasting Agents	\$102.00 annually
Fireworks Display	\$565.00 each
High-piled Combustible Storage	\$102.00 annually
Hot Work (Welding) Operations	\$179.00 annually
Liquid or Gas-Fueled Powered Equipment	\$88.00 each
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings	\$103.00 each
Magnesium Working	\$103.00 annually
Malls - Covered	\$103.00 annually
Occupant Load Increase - Temporary Public Assembly	\$236.00 each
Open Burning	\$236.00 each

DEVELOPMENT SERVICES

	FY 2016 Fee
Open Flame/Flame Producing Devices	\$88.00 each
Operate a Tank Vehicle to Transport Flammable/Combustible Liquids	\$102.00 annually
Place of Public Assembly - Temporary	\$236.00 each

Endnotes

¹ Plus, if applicable, Construction & Demolition Ordinance Fee in the Refuse Fund under Special Fees.



FIRE FEES



CITY OF
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Paramedics & Training

FY 2016 Fee	
Compliance Fees	
Engine Company Second Reinspection	\$218.00 per hour
Preventable False Alarm (CFC 401.3.1)	\$195.00 - \$1,622.00 per hour
Paramedics	
911 Advanced Life Support Transport Mileage	\$24.00 per mile
911 Basic Life Support Transport Mileage	\$24.00 per mile
Advanced Life Support - Base/BLS Downgrade Bundled Rate <i>Note: Bundled charges include transport and supplies with the exception of O2, mileage, and Night Transport fee.</i>	\$1,629.00 per occurrence
Advanced Life Support - LS II Bundled Rate <i>Note: Bundled charges include transport and supplies with the exception of O2, mileage, and Night Transport fee.</i>	\$1,891.00 per occurrence
Advanced Life Support - Special Event Standby <i>Note: The Fire Chief or his designee can negotiate the fee for contracted services.</i>	\$198.00 - \$323.00 per hour
Basic Life Support - Scheduled Transport	\$270.00 - \$595.00 per occurrence
Basic Life Support - Single	\$485.00 per occurrence
Basic Life Support - Special Event Standby	\$85.00 - \$160.00 per hour
Contracted Interfacility Basic Life Support Transport	\$12.00 - \$24.00 per mile
Interfacility Basic Life Support Transport Mileage	\$24.00 per mile
Night Transport Fee	\$71.00 per occurrence
Oxygen	\$120.00 per occurrence
Training	
Fire Department Training (Full Day)	\$110.00 per class
Fire Department Training (Half Day or Less)	\$55.00 per class
Paramedic Internship Fee	\$1,080.00 each



LIBRARY FEES



CITY OF
**PALO
ALTO**

General

FY 2016 Fee		
Fines & Penalties		
Billing Fee for Overdue Items	\$5.00 per item	
Collection Agency Processing Fee	\$10.00 per item	
Damaged and Lost Materials	Cost of repair or replacement	
Damaged and Lost Materials - LINK ⁷	\$115.00 per item	
Expired Hold Fee	\$1.00 per item	
Overdue Materials - Chromebooks ^{1,6}	\$10.00 per item	
Overdue Materials - Laptops ^{1,5}	\$10.00 per item	
Overdue Materials - LINK ^{1,7}	\$1.00 per item, per day/\$10.00 max	
Overdue Materials - Youth & Adult ¹	\$0.30 per item, per day/\$9.00 max	
Replacement Library Card	\$1.00 each	
Rentals & Reservations		
	Resident Fee	Non-Resident Fee
Cancellation Fee	One-third Total Charges	One-third Total Charges
Downtown Library Community Room ^{3,8}	\$79.00 per hour	\$118.00 per hour
Mitchell Park Library Community Room ^{4,8}	\$82.00 per hour	\$123.00 per hour
Rinconada Library Community Room ^{2,8}	\$123.00 per hour	\$184.00 per hour
Sales		
Coffee/Tea - Self Serve	\$2.00 per cup	
Headphones	\$1.00 - \$3.00 each	
USB Flash Drive	\$12.00 each	
Services		
Laser Prints - Black & White	\$0.15 per page	
Laser Prints - Color	\$0.50 per page	

Endnotes

- ¹ *Customers enrolled in the Library's Homebound program are exempted from these fees.*
- ² *This rate is based on the for-profit rate of 1,254 sq. ft. and \$0.098 per sq. ft. for residents and \$0.147 per sq. ft. for non-residents. The non-profit rate is 50 percent of this rate.*
- ³ *This rate is based on the for-profit rate of 800 sq. ft. and \$0.098 per sq. ft. for residents and \$0.147 per sq. ft. for non-residents. The non-profit rate is 50 percent of this rate.*
- ⁴ *This rate is based on the for-profit rate of 837 sq. ft. and \$0.098 per sq. ft. for residents and \$0.147 per sq. ft. for non-residents. The non-profit rate is 50 percent of this rate.*
- ⁵ *Fee is charged once the customer exceeds the free 2-hour limit by a 15-minute grace period.*
- ⁶ *Fee is charged once the customer is 1-day overdue, then the cost of the Chromebook.*
- ⁷ *Fees are set by an external library consortium.*
- ⁸ *Non-profit fees include a 50 percent discount to the existing fee structure.*



CITY OF
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PLANNING AND COMMUNITY ENVIRONMENT FEES



CITY OF
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Administration

FY 2016 Fee	
Director's Approval	
Planning Fee Waiver	At the recommendation of the Planning and Community Environment Director, the City Manager may waive all or a portion of a Planning fee when the applicant is a non-profit organization or another governmental entity, and the following findings can be made: (1) the proposed project would advance a public purpose benefiting the residents of Palo Alto; and (2) General Fund support is available to back-fill the fee(s) waived. The City Manager will report annually to the City Council about fee waivers granted pursuant to this provision as part of the closing of the budget.

Planning

FY 2016 Fee	
Architectural Review	
Architectural Review - Major Project <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$3,846.00 initial deposit plus Legal Review fees and applicable Other Application fees
Architectural Review - Minor Project (ARB Review)	\$3,000.00 plus applicable Other Application fees
Architectural Review - Minor Project (Staff Review)	\$1,500.00 plus applicable Other Application fees
Design Enhancement Exception	\$1,642.00 plus applicable Other Application fees
Preliminary Review	\$1,247.00 plus applicable Other Application fees
Signs - (ARB Review)	\$996.00 plus applicable Other Application fees
Signs - (Exceptions)	\$1,500.00 plus applicable Other Application fees
Signs Erected Without Approval	\$1,992.00 plus applicable Other Application fees
Signs, Minor Facade Changes, Landscaping, Accessory Structures, or Similar Minor Changes to a Building Exterior - (Staff Review)	\$372.00 plus applicable Other Application fees
Temporary Sign Permit	\$63.00 per 15 days plus applicable Other Application fees
Comprehensive Plan Change	
Comprehensive Plan Change <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$6,118.00 initial deposit plus Legal Review fees
Comprehensive Plan Maintenance Fee <i>Note: Collected at Building Permit issuance.</i>	\$0.55 per \$1,000.00 of construction valuation

PLANNING AND COMMUNITY ENVIRONMENT

FY 2016 Fee	
Development Agreement	
Development Agreement <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$7,058.00 initial deposit plus Legal Review fees and applicable Other Application fees
Development Agreement - Annual Review <i>Note: 100 percent of processing costs will be recovered.</i>	\$2,471.00 initial deposit plus Legal Review fees and applicable Other Application fees
Development Projects Preliminary Review	
Development Projects - Prescreening (PTC & CC Review) <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$3,671.00 initial deposit plus Legal Review fees and applicable Other Application fees
Director's Approval	
Home Improvement Exception	\$996.00 plus applicable Other Application fees
Neighborhood Preservation Zone Exceptions	\$2,304.00 plus applicable Other Application fees plus Environmental Impact Assessment fees
Documents & Photocopies	
Administrative Extensions and Zoning Letters	\$168.00 per hour/one-hour minimum
Comprehensive Plan	\$90.00 plus \$4.00 if mailed
Copy from Optical Disk	\$28.00 minimum plus \$0.50 per page
Tree Manual or Other Bounded Documents	\$33.00 plus \$4.00 if mailed
Zoning Map Booklet	\$98.00 plus \$4.00 if mailed
Environmental Impact Assessment	
CEQA Categorical Exemption	\$336.00 each
Environmental Impact Assessment - Mitigated Negative Declaration	\$3,428.00 plus Legal Review fees
Environmental Impact Assessment - Negative Declaration	\$1,801.00 plus applicable Other Application fees
Environmental Impact Report <i>Note: If estimated costs exceed \$100,000, alternative deposit and payment schedule arrangements may be made at the discretion of the Director of Planning and Community Environment. 100 percent of processing costs will be recovered.</i>	Initial deposit of 100 percent of estimated costs due upon application plus Legal Review fees and applicable Other Application fees
Mitigation Monitoring - Environmental Impact Report <i>Note: 100 percent of processing costs will be recovered, including any charges for specialized consultants</i>	\$3,671.00 initial deposit plus applicable Other Application fees
Mitigation Monitoring - Mitigated Negative Declaration <i>Note: 100 percent of processing costs will be recovered, including any charges for specialized consultants</i>	\$1,224.00 initial deposit plus applicable Other Application fees
Historic Resource	
Demolition Application for Historic Buildings	\$2,472.00 plus applicable Other Application fees
Historic Resource Review - Major Project	\$3,241.00 plus applicable Other Application fees
Historic Resource Review - Minor Project (Staff Review)	\$684.00 plus applicable Other Application fees

PLANNING AND COMMUNITY ENVIRONMENT

FY 2016 Fee	
Historic Resource Review of Individual Review Application	\$1,986.00 plus Individual Review fees and applicable Other Application fees
Mills Act Contract - Establish or Withdraw <i>Note: 100 percent of processing costs will be recovered.</i>	\$1,835.00 initial deposit plus Legal Review fees and applicable Other Application fees
Transfer of Development Rights Projects <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$611.00 initial deposit plus Legal Review fees
Williamson Act Contract - Establish or Withdraw <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$1,929.00 initial deposit plus Legal Review fees and applicable Other Application fees
Individual Review	
Expansion of Existing Two-Story greater than 150 sq. ft.	\$2,878.00 plus applicable Other Application fees and any other entitlements necessary to complete the project, including historic review
Individual Review - Minor Revisions to Approved Projects	\$1,652.00 plus cost of notices
New Two-Story Addition or New Two-Story Home	\$4,166.00 plus applicable Other Application fees and any other entitlements necessary to complete the project, including historic review
Preliminary Individual Review with Architect	\$112.00 per occurrence
Legal Review Fees	
Appeal of Planning & Transportation Committee, Architectural Review Board, City Council, or Administrative Decision	\$280.00 per application
Legal Review Complex Projects over 50,000 sq. ft. <i>Note: 100 percent of legal services and costs incurred relating to complex matters requiring specialized legal services or documents will be recovered.</i>	\$1,680.00 initial deposit
Legal Review Comprehensive Plan Change	\$1,121.00 per application
Legal Review Demolition Application for Historic Buildings	\$1,680.00 per application
Legal Review Development Agreement <i>Note: 100 percent of legal services and costs incurred will be recovered</i>	\$5,603.00 initial deposit
Legal Review Development Agreement - Annual Review	\$840.00 per application
Legal Review Development Projects Preliminary Review	\$840.00 per application
Legal Review Environmental Impact Report	\$2,241.00 per application
Legal Review Historic Resource - Major Project	\$1,121.00 per application
Legal Review Major Subdivision - Tentative Map	\$2,241.00 per application
Legal Review Mills Act Contract - Establish or Withdraw	\$2,241.00 per application
Legal Review Minor Subdivision - Preliminary Parcel Map	\$560.00 per application
Legal Review Minor Subdivision - Preliminary Parcel Map with Exception	\$1,121.00 per application

PLANNING AND COMMUNITY ENVIRONMENT

	FY 2016 Fee
Legal Review Mitigation Monitoring - Environmental Impact Report	\$1,121.00 per application
Legal Review Mitigation Monitoring - Mitigated Negative Declaration	\$560.00 per application
Legal Review Non-conforming Use Exception	\$1,121.00 per application
Legal Review Planned Community Zone Change	\$2,241.00 per application
Legal Review Planned Community Zone Change - Minor Change	\$840.00 per application
Legal Review Site and Design Fee	\$1401.00 per application
Legal Review Variance - Commercial & Manufacturing	\$840.00 per application
Legal Review Williamson Act Contract - Establish or Withdraw	\$1,680.00 per application
Legal Review Zone Change - Regular	\$1,401.00 per application
Legal Review Transfer of Development Rights Projects	\$1,121.00 per application
Other Application Fees	
Public Noticing - 150 ft. Radius	\$125.00 per occurrence
Public Noticing - 600 ft. Radius	\$697.00 per occurrence
Record Management Fee	\$26.00 per file
Recording Fee with County	County cost of recording, if required
Records Retention	\$4.00 per plan sheet
Technology Enhancements	\$20.00 per application
Site & Design	
Site and Design Major <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$6,118.00 initial deposit plus Legal Review fees and applicable Other Application fees
Subdivision - Five or More Parcels	
Subdivision Final Map	\$3,491.00 plus applicable Other Application fees
Tentative Map <i>Note: 100 percent of processing costs will be recovered plus any Environmental Impact Assessment and any other entitlements necessary to complete the project, whether indicated as 100 percent cost recovery in this schedule or not.</i>	\$6,118.00 initial deposit plus Legal Review fees and applicable Other Application fees
Subdivision (Minor)	
Parcel Map	\$1,116.00 plus applicable Other Application fees
Preliminary Parcel Map, Minor	\$2,711.00 plus Legal Review fees and applicable Other Application fees plus Environmental Impact Assessment fees
Subdivision (Minor) with Exception	
Parcel Map, Minor with Exception	\$1,296.00 plus applicable Other Application fees

PLANNING AND COMMUNITY ENVIRONMENT

FY 2016 Fee	
Preliminary Parcel Map, Minor with Exception	\$5,351.00 plus Legal Review fees and applicable Other Application fees plus Environmental Impact Assessment fees
Subscriptions	
Board or Commission Agendas	\$112.00 annually per board or commission
Board or Commission Minutes	\$224.00 annually per board or commission
Use Permit	
Day Care Center	\$186.00 plus applicable Other Application fees plus Environmental Impact Assessment fees
Minor Change to Existing	\$996.00 plus applicable Other Application fees
Regular Use Permit	\$3,936.00 plus applicable Other Application fees plus Environmental Impact Assessment fees
Temporary Use Permit - Minor	\$197.00 plus applicable Other Application fees
Use Permit for Alcoholic Beverage Service Only	\$996.00 plus applicable Other Application fees
Wireless Facilities <i>Note: 100 percent of costs will be recovered</i>	\$3,921.00 initial deposit plus Legal Review fees, Entitlement, and Other Application fees
Variance	
Commercial & Manufacturing Variance	\$5,323.00 plus Legal Review fees and applicable Other Application fees plus Environmental Impact Assessment fees
Fence Variance	\$1,236.00 plus applicable Other Application fees
Residential Variance	\$2,524.00 plus applicable Other Application fees
Zone Change	
Planned Community Zone Change	\$7,341.00 initial deposit plus Legal Review fees
Planned Community Zone Change - Minor Change	\$1,500.00 plus Legal Review fees and applicable Other Application fees
Zone Change Regular	\$6,118.00 initial deposit plus Legal Review fees

Transportation

FY 2016 Fee	
Bicycle	
Bicycle Training (or other training TBD)	\$16.00 - \$75.00 per class
Locker - Refundable Key Deposit	\$27.00 per rental
Locker - Rental Fee	\$6.00 per rental
Parking Permit - Business District	
800 High Street - Parking Permit	\$146.50 per quarter; \$466.00 per year

PLANNING AND COMMUNITY ENVIRONMENT

	FY 2016 Fee
All Lots - Replacement Permit	\$10.00 per permit
California Avenue - One Day Parking Permit	\$8.00 per day
California Avenue Business District All Lots	\$49.50 per quarter; \$149.00 per year
California Avenue Business District All Lots - Transferable Permit	\$49.50 per quarter
Lot X - Sheraton Parking Lot	\$146.50 per quarter; \$466.00 per year
University Avenue - All Lots	\$146.50 per quarter; \$466.00 per year
University Avenue - One Day Parking Permit	\$17.50 per day
University Avenue - Transferable Permit	\$146.50 per quarter
University Avenue - Wait List Registration	\$10.00 per occurrence
Parking Permit - Commercial/Construction	
Commercial/Construction - Building/Relocation (City)	\$628.00 plus cash deposit or bond
Commercial/Construction - Building/Relocation (Outside City)	\$123.00 plus cash deposit or bond
Commercial/Construction - Wide Load/Heavy Vehicle	\$16.00 per occurrence
Commercial/Construction Parking Permits - Emergency Repair Vehicles	\$190.00 per year
Parking Permit - Residential	
College Terrace - Annual Permit	\$40.00 per permit
College Terrace - Guest Permit	\$40.00 per permit
College Terrace - Lost Annual Permit	\$10.00 per permit
College Terrace - Lost Guest Permit	\$40.00 per permit
Downtown RPP - Annual Guest Permit for Residents	\$50.00 per annual permit
Downtown RPP - Annual Permit (Low Wage)	\$100.00 per annual permit
Downtown RPP - Annual Permit (Residential)	\$50.00 per additional annual permit, first one free
Downtown RPP - Annual Permit (Standard Employee)	\$466.00 per annual permit
Downtown RPP - Daily Employee Guest Permit	\$5.00 per day
Downtown RPP - Five-day Employee Guest Permit	\$15.00 per 5 day period in the same week
Downtown RPP - Visitor Permit	\$5.00 each for 24 hour period, 50 max per year
Residential - Day Use Permit	\$5.00 per permit
Residential - Disabled Parking Permit	\$250.00 per year
Residential - Other (Trial)	\$100.00 through trial period
Valet Parking	
On-Street Parking Space Rental	\$79.00 per space per week
Valet Parking Permit Application	\$600.00 per application
Valet Parking Sign & Curb Markings	\$1,008.00 each

FY 2016 Fee	
Valet Permit Application Renewal (Annual)	\$91.00 per year
Valet Short-Term Application Fee	\$280.00 per application

Impact & In-Lieu Fees

FY 2016 Fee		
Development Impact Fees - Non-Residential		
	Commercial/Industrial	Hotel/Motel
Community Center Impact Fee	\$275.00 per 1,000 sq. ft. or fraction thereof	\$124.00 per 1,000 sq. ft. or fraction thereof
General Government Facilities	Commercial: \$702.00 per 1,000 sq. ft. or fraction thereof; Industrial: \$234.00 per 1,000 sq. ft. or fraction thereof	\$937.00 per 1,000 sq. ft. or fraction thereof
Library Impact Fee	\$262.00 per 1,000 sq. ft. or fraction thereof	\$110.00 per 1,000 sq. ft. or fraction thereof
Park Impact Fee	\$4,869.00 per 1,000 sq. ft. or fraction thereof	\$2,202.00 per 1,000 sq. ft. or fraction thereof
Public Safety Facilities	Commercial: \$557.00 per 1,000 sq. ft. or fraction thereof; Industrial: \$186.00 per 1,000 sq. ft. or fraction thereof	\$743.00 per 1,000 sq. ft. or fraction thereof
Development Impact Fees - Residential		
	Single Family	Multi-Family
Community Center Impact Fee	\$2,972.00 per residence or \$4,450.00 per residence larger than 3,000 sq. ft.	\$1,956.00 per unit or \$987.00 per unit smaller than or equal to 900 sq. ft.
General Government Facilities	\$1,255.00 per unit	\$1,004.00 per unit
Library Impact Fee	\$1,038.00 per residence or \$1,545.00 per residence larger than 3,000 sq. ft.	\$620.00 per unit or \$341.00 per unit small than 900 sq. ft.
Park Impact Fee	\$11,465.00 per residence or \$17,120 per residence larger than 3,000 sq. ft.	\$7,505.00 per unit or \$3,794.00 per unit smaller than or equal to 900 sq. ft.
Public Safety Facilities	\$996.00 per unit	\$797.00 per unit
Housing Impact Fees		
Housing Impact Fee	\$19.85 per sq. ft. of non-residential development	

PLANNING AND COMMUNITY ENVIRONMENT

FY 2016 Fee		
Parkland Dedication Fee		
	Single Family	Multi-Family
Parkland Dedication Fee - In-Lieu Fee <i>Note: Only applies to residential projects that require a subdivision or parcel map. Land dedication is required for subdivisions resulting in more than 50 parcels. When parkland dedication applies, park impact fees do not apply.</i>	\$58,812.00 per unit	\$40,103.00 per unit
Parkland Dedication Fee - Land	531 sq. ft. per unit	366 sq. ft. per unit
Public Art Fee		
Public Art Fee <i>Note: Applies to new commercial buildings including new construction, remodels, additions, and reconstruction that have a floor area of 10,000 sq. ft. or more and a construction value of \$200,000.00 or more, and new residential projects of five units or more, with some exclusions.</i>	1 percent of first \$105.21 million construction valuation and 0.9 percent of construction valuation for valuation in excess of \$105.21 million	
Traffic Impact Fees		
Charleston Arastradero - Commercial	\$0.37 per sq. ft.	
Charleston Arastradero - Residential	\$1,256.00 per residential unit	
Citywide Transportation Impact Fee	\$3,439.00 per net new PM peak hour trip	
Parking In-Lieu Fee for Downtown Assessment District	\$65,475.00 per parking space	
San Antonio/West Bayshore Area	\$2.46 per sq. ft.	
Stanford Research Park/El Camino Real CS Zone	\$11.94 per net sq. ft.	



CITY OF
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POLICE FEES



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General

FY 2016 Fee	
Background Check	
Background Check - New <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$162.00 each
Background Check - Renewal	\$62.00 each
Department of Justice Fingerprint and Rolling Fee	\$56.00 each
FBI Fingerprint Fee	\$26.00 each
False Alarm	
Alarm Registration Fee - New	\$25.00 each
Alarm Registration Fee - Renewal	\$18.00 each
Fifth and Each Subsequent False Alarm	\$216.00 each
Fourth False Alarm	\$163.00 each
Third False Alarm	\$108.00 each
Impoundment Fees	
Vehicle Impoundment Fee	\$135.00 each
Vehicle Repossession Receipt	\$15.00 each
Miscellaneous	
Helicopter Landing Fee	\$25.00 per occurrence
Personnel Rates	
Emergency Response Fee	\$54.00 - \$12,000.00 per incident
Special Fees	
Clearance Letter	\$23.00 each
Location Crime Statistics Fee	\$50.00 each
Parenting Project Materials	\$38.00 each
Parenting Project Program	\$130.00 per family
Permit Inspection Fee - 201 - 400 Attendees	\$123.00 per permit
Permit Inspection Fee - 401 - 600 Attendees	\$140.00 per permit
Permit Inspection Fee - Each additional 200 Attendees	\$23.00 each
Permit Inspection Fee - General	\$115.00 per permit
Photo Reproduction Fee	\$38.00 per CD
Report Copy Fee	\$12.00 each
Research Fee	\$101.00 per hour
Subpoena Fee	\$24.00 per hour plus \$12.00 per box offsite recovery

Animal Services

FY 2016 Fee		
Adoptions		
Adoption Hold Fee	\$25.00 per pet	
Cockatiels	\$27.00 per pet	
Dogs & Cats	\$125.00 per pet	
Exotic Animals	Fee established by Animal Superintendent	
Parakeets, Chickens, Pigeons, & Doves	\$5.00 per pet	
Rabbits	\$45.00 per pet	
Rats, Hamsters, Guinea Pigs, & Mice	\$5.00 per pet	
Animal Permits		
Boarding	\$165.00 per permit	
Breeding Permit - Cat, Dog, or Bird	\$100.00 per permit	
Dangerous Animal or Microchip	\$325.00 per permit	
Kennel, Birds, or Animals	\$165.00 per permit	
Livery Stable, Boarding Stable	\$165.00 per permit	
Livestock	\$60.00 per permit	
Pet Shop/Groomer	\$165.00 per permit	
Pet Show or Fun Match	\$60.00 per permit	
Pony Ride, Pony Ring	\$165.00 per permit	
Riding Academy	\$165.00 per permit	
Traveling Menagerie or Zoo	\$165.00 per permit	
Boarding		
Cats	\$20.00 per pet	
Dogs	\$20.00 per pet	
Large Animals (Horse, Cow, Pigs, etc.)	Actual cost including transportation expense will be charged to house the animal at the appropriate facility	
Rabbits	\$5.00 per pet	
Small Animals (Reptiles, Birds, etc.)	\$3.00 per pet	
Cremation		
	Private	Communal
A. Animal: 0lbs - 24lbs	\$140.00 per pet	\$100.00 per pet
B. Animal: 25lbs - 49lbs	\$160.00 per pet	\$115.00 per pet
C. Animal: 50lbs - 75lbs	\$175.00 per pet	\$130.00 per pet
D. Animal: 76lbs - 99lbs)	\$190.00 per pet	\$150.00 per pet

FY 2016 Fee	
E. Animal: 100lbs - 150lbs	\$220.00 per pet \$165.00 per pet
F. Cremation Services - Customer Engraved Plaque Fee	\$20.00 each
Disposal	
A. Dogs, Cats, Rabbits (up to 20 lbs)	\$40.00 per pet
B. Dogs (up to 75lbs)	\$50.00 per pet
C. Dogs (76lbs and over)	\$60.00 per pet
D. Each Additional Animal	\$9.00 per pet
E. Small Animals and Birds	\$10.00 per pet
F. Large Animals (up to 150lbs) <i>Note: No animal over 150lbs will be accepted.</i>	\$110.00 per pet
G. Request for Transport of Owned Dead Animals up to 100lbs	\$45.00 per pet
Euthanasia	
A. Domestic Animals (up to 20lbs)	\$75.00 per pet
B. Dogs (21lbs to 75lbs)	\$110.00 per pet
C. Dogs (76lbs and over)	\$141.00 per pet
D. Small Animals and Birds	\$40.00 per pet
Impoundment Fees - Cat	
A. First Offense	\$30.00 per occurrence
B. Second Offense	\$45.00 per occurrence
C. Third and Subsequent Offenses	\$60.00 per occurrence
Impoundment Fees - Dog - Licensed	
A. First Offense	\$30.00 per occurrence
B. Second Offense	\$45.00 per occurrence
C. Third Offense	\$60.00 per occurrence
D. Fourth Offense	\$110.00 per occurrence
E. Fifth to Tenth Offense	\$146.00 per occurrence
F. Eleventh and Subsequent Offenses	\$165.00 per occurrence
Impoundment Fees - Dog - Unlicensed	
A. First Offense	\$50.00 per occurrence
B. Second Offense	\$76.00 per occurrence
C. Third Offense	\$95.00 per occurrence
D. Fourth Offense	\$110.00 per occurrence
E. Fifth to Tenth Offense	\$170.00 per occurrence
F. Eleventh and Subsequent Offenses	\$200.00 per occurrence

FY 2016 Fee		
Impoundment Fees - General		
Other Animals (Large) - Horse, Cow, Pig, Goat, etc.	\$100.00 per occurrence	
Other Animals (Small) - Bird, Rabbit, Reptile, etc.	\$25.00 per occurrence	
Special Impoundment Fee - Dog (Licensed)	\$100.00 per occurrence	
Special Impoundment Fee - Dog (Unlicensed)	\$125.00 per occurrence	
State Mandated Fees - First Offense	\$35.00 per occurrence	
State Mandated Fees - Second Offense	\$50.00 per occurrence	
State Mandated Fees - Third and Subsequent Offenses	\$100.00 per occurrence	
Pet Licenses		
	Per Pet	Spayed or Neutered
A. 12 Months	\$40.00 per dog	\$20.00 per dog
B. 24 Months	\$60.00 per dog	\$30.00 per dog
C. 36 Months	\$80.00 per dog	\$40.00 per dog
Cat ID	\$10.00 per cat for five years	
Cat ID - Altered	\$5.00 per cat for five years	
Late Fee	\$30.00 per dog	\$30.00 per dog
Replacement License Tags (Dogs)	\$5.00 each	
Spay & Neuter Clinic Fees - Cat		
	Resident Fee	Non-Resident Fee
Neuter	\$60.00 per pet	\$65.00 per pet
Spay	\$85.00 per pet	\$90.00 per pet
Spay & Neuter Clinic Fees - Dog		
	Resident Fee	Non-Resident Fee
A. Neuter (0lbs - 30lbs)	\$90.00 - \$115.00 per pet	\$95.00 - \$120.00 per pet
B. Neuter (31lbs - 50lbs)	\$100.00 - \$125.00 per pet	\$105.00 - \$130.00 per pet
C. Neuter (51lbs - 75lbs)	\$115.00 - \$135.00 per pet	\$120.00 - \$140.00 per pet
D. Neuter (76lbs - 99lbs)	\$135.00 - \$160.00 per pet	\$140.00 - \$165.00 per pet
E. Neuter (100lbs and over)	\$250.00 per pet	\$325.00 per pet
F. Spay (0lbs - 30lbs)	\$105.00 - \$125.00 per pet	\$110.00 - \$130.00 per pet
G. Spay (31lbs - 50lbs)	\$115.00 - \$140.00 per pet	\$120.00 - \$145.00 per pet
H. Spay (51lbs - 75lbs)	\$135.00 - \$160.00 per pet	\$140.00 - \$165.00 per pet
I. Spay (76lbs - 99lbs)	\$160.00 - \$185.00 per pet	\$165.00 - \$190.00 per pet
J. Spay (100lbs and over)	\$270.00 per pet	\$345.00 per pet

FY 2016 Fee		
Spay & Neuter Clinic Fees - General		
	Resident Fee	Non-Resident Fee
48-Hour Cancellation Fee (non-refundable)	\$25.00 per pet	\$25.00 per pet
Clinic Board Fee	\$20.00 per pet	\$20.00 per pet
Late Fee for Spay/Neuter Pickup	\$25.00 per pet	\$25.00 per pet
No-Show Fee (non-refundable)	\$50.00 per pet	\$50.00 per pet
Rabbit - Neuter	\$75.00 per pet	\$95.00 per pet
Rabbit - Spay	\$100.00 per pet	\$120.00 per pet
Rat, Guinea Pig - Neuter	\$100.00 per pet	\$120.00 per pet
Rat, Guinea Pig - Spay	\$75.00 per pet	\$95.00 per pet
Rescue Group (Non-Profit) - Cat Spay/Neuter	\$55.00 per pet	
Rescue Group (Non-Profit) - Dog Spay/Neuter	\$90.00 per pet	
Vaccinations		
Bordatella	\$20.00 per pet	
DA2PP	\$20.00 per pet	
FVRCP	\$20.00 per pet	
Kitten Package <i>Note: Includes FVRCP vaccine (8, 11, & 15 weeks); Rabies vaccine (16 weeks); and Microchip.</i>	\$100.00 per pet	
Leukemia	\$20.00 per pet	
Microchip	\$40.00 per pet	
Microchip Rescue Group	\$20.00 per pet	
Puppy Package <i>Note: Includes DA2PP vaccine (8, 11, & 15 weeks); Rabies vaccine (16 weeks); and Microchip.</i>	\$100.00 per pet	
Rabies	\$10.00 per pet	
Rabies (Actual Clinic Cost)	\$6.00 per pet	
Trap Rental - 3 Day Usage (minimum)	\$20.00 each	
Trap Rental - Additional (14 day maximum)	\$5.00 per day	
Trap Rental - Deposit	\$100.00 each	
Veterinary Services		
Animal Control Officer/Veterinary Technician	\$72.00 per hour	
Antibiotic Injection	\$16.00 per pet	
Bandages - Paws	\$26.00 - \$43.00 per pet	
Bandages - Robert Jones	\$70.00 each	
Bandages - Splint	\$77.00 - \$102.00 per pet	
City Veterinarian	\$140.00 per hour	

POLICE

	FY 2016 Fee
Common Procedures - Fluorescein Eye Stain	\$16.00 each
Common Procedures - Flushing Drains	\$3.00 each
Common Procedures - Force Feeding	\$5.00 each
Common Procedures - Incubator/ICU Cage with O2	\$81.00 per day
Common Procedures - Intensive Care (additional)	\$54.00 per hour
Common Procedures - Medical Grooming	\$81.00 per hour
Common Procedures - Medication (Rx Fee)	\$11.00 - \$65.00 per medication
Common Procedures - Oral or Topical Treatment	\$3.00 each
Common Procedures - Special Prescription Diets	\$5.00 per day
Common Procedures - Worming's	\$27.00 each
Cryptorchid plus Neuter Fee	\$25.00 - \$150.00 per pet
Deciduous Tooth Extraction	\$25.00 per tooth
Dewclaw Removal	\$35.00 - \$50.00 per dewclaw
Droncit Injection (Tapeworms)	\$16.00 per pet
Ear Mite Treatment	\$30.00 per pet
Feral Rescue Own Felv/FIV Test	\$15.00 per pet
Feral Rescue Own Vaccine	\$5.00 per pet
Fluid Therapy - IV Catheter plus Insertion	\$54.00 each
Fluid Therapy - IV Fluids	\$24.00 each
Fluid Therapy - IVAC Set Up and Use	\$16.00 per day
Fluid Therapy - SQ (Cats)	\$38.00 each
Fluid Therapy - SQ (Dogs)	\$49.00 each
Heartworm Testing	\$35.00 with surgery only
Injections - IM & SQ	\$27.00 each
Injections - IV	\$38.00 each
Injections - IV solu-delta cortef 100mg	\$43.00 each
Injections - IV solu-delta cortef 500mg	\$54.00 each
Labwork - Azostick or Dextrostick	\$16.00 each
Labwork - Cite CPV Test	\$38.00 each
Labwork - DTM	\$32.00 each
Labwork - Fecal	\$27.00 each
Labwork - FeLV/FIV Test	\$32.00 each
Labwork - Heartworm Test	\$38.00 each
Labwork - Multistick Urinalysis	\$16.00 each
Labwork - PCV	\$16.00 each

	FY 2016 Fee
Labwork - PCV/TP	\$27.00 each
Labwork - Reference Lab (CVD)	200% of City cost
Labwork - Skin Scraping	\$22.00 each
Leukemia/FIV Combo Testing	\$35.00 with surgery only
Nail Clip	\$5.00 per pet
Obesity Fee plus Spay Fee	\$22.00 - \$43.00 per pet
Pregnancy Fee plus Spay Fee	\$20.00 - \$75.00 per pet
Pre-surgical Labwork	City cost plus \$26.00 service fee
Previously Spayed/Neutered	\$35.00 per pet
Quarantine Home Inspection Fee	\$40.00 each
Rx for Clinic	\$16.00 - \$54.00 per pet
Sedation/Anesthesia - Gas	\$81.00 for first 30 minutes; \$1.50 per minute thereafter
Sedation/Anesthesia - IM	\$54.00 each
Sedation/Anesthesia - IV	\$76.00 each
Sedation/Anesthesia - Local	\$32.00 each
Special Rx	City cost plus \$16.00 service fee
Surgery - Minor Surgery and Preparation	\$38.00 each
Surgery - Surgical Time/Veterinary Treatment Time	\$108.00 per hour
Umbilical Hernia	\$35.00 - \$75.00 per pet
Wound Care	\$16.00 - \$54.00 per pet

Special Event

	FY 2016 Fee
Personnel Rates	
A. Community Services Officer <i>Note: For those events where 100 percent of the proceeds go to a "profit" organization.</i>	\$77.00 per hour
A. Police Agent <i>Note: For those events where 100 percent of the proceeds go to a "profit" organization.</i>	\$147.00 per hour
A. Police Officer <i>Note: For those events where 100 percent of the proceeds go to a "profit" organization.</i>	\$136.00 per hour
A. Police Reserve <i>Note: For those events where 100 percent of the proceeds go to a "profit" organization.</i>	\$57.00 per hour
A. Police Sergeant <i>Note: For those events where 100 percent of the proceeds go to a "profit" organization.</i>	\$162.00 per hour

POLICE

	FY 2016 Fee
B. Community Services Officer <i>Note: For those events where less than 80 percent of the proceeds go directly to a "non-profit" organization.</i>	\$60.00 per hour
B. Police Agent <i>Note: For those events where less than 80 percent of the proceeds go directly to a "non-profit" organization.</i>	\$118.00 per hour
B. Police Officer <i>Note: For those events where less than 80 percent of the proceeds go directly to a "non-profit" organization.</i>	\$110.00 per hour
B. Police Reserve <i>Note: For those events where less than 80 percent of the proceeds go directly to a "non-profit" organization.</i>	\$46.00 per hour
B. Police Sergeant <i>Note: For those events where less than 80 percent of the proceeds go directly to a "non-profit" organization.</i>	\$128.00 per hour
C. Community Services Officer <i>Note: For those events where 80 percent or more of the proceeds go directly to a "non-profit" organization or events declared as co-sponsored by the City of Palo Alto.</i>	\$57.00 per hour
C. Police Agent <i>Note: For those events where 80 percent or more of the proceeds go directly to a "non-profit" organization or events declared as co-sponsored by the City of Palo Alto.</i>	\$110.00 per hour
C. Police Officer <i>Note: For those events where 80 percent or more of the proceeds go directly to a "non-profit" organization or events declared as co-sponsored by the City of Palo Alto.</i>	\$102.00 per hour
C. Police Reserve <i>Note: For those events where 80 percent or more of the proceeds go directly to a "non-profit" organization or events declared as co-sponsored by the City of Palo Alto.</i>	\$42.00 per hour
C. Police Sergeant <i>Note: For those events where 80 percent or more of the proceeds go directly to a "non-profit" organization or events declared as co-sponsored by the City of Palo Alto.</i>	\$121.00 per hour
Rodeo	
Rodeo - Employee (Under Master License) <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$33.00 duration of Master License
Rodeo - New	\$1,600.00 per day plus bond
Rodeo - Solicitation for Commercial Purpose <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	Look under Solicitor/Peddler Master License
Rodeo - Solicitor/Peddler Master License <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$33.00 per day; \$33.00 per quarter; \$33.00 per year
Street Closure	
Temporary Street Closure	\$108.00 - \$1,363.00 plus cost to provide certain services

Licenses

	FY 2016 Fee
Adult Entertainment	
Billiard Room (non-refundable)	\$876.00 per year
Bingo Employee - New <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$79.00 each
Bingo Employee - Renewal <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$59.00 each
Bingo Establishment	\$56.00 per year
Bowling Alley (non-refundable)	\$130.00 per year
Carnival	\$1,600.00 per day plus bond
Circus	\$1,600.00 per day plus bond
Closing-out Sale	\$77.00 up to 60 days
Closing-out Sale Renewal (Two Maximum)	\$77.00 up to 30 days
Mechanical Amusement Device Establishment	\$83.00 per year
New (non-refundable)	\$1,875.00 per year
Noise Exception Permit	\$127.00 each
Renewal	\$780.00 per year
Firearms Dealer	
Fire Arms Dealer Master Permit - New	\$2,271.00 per year
Fire Arms Dealer Master Permit - Renewal	\$400.00 per year
Hot Tub/Sauna	
Hot Tub Sauna - Employee (New) <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$91.00 each
Hot Tub Sauna - Employee (Renewal)	\$70.00 each
Hot Tub Sauna - New	\$1,875.00 per year
Hot Tub Sauna - Renewal	\$780.00 per year
Hot Tub Sauna - Sale or Transfer of Interest	\$132.00 per occurrence
Massage Establishment	
Massage Establishment - New	\$300.00 per year
Massage Establishment - Non-Certified (New)	\$300.00 per year
Massage Establishment - Non-Certified (Renewal)	\$100.00 per year
Massage Establishment - Renewal	\$100.00 per year
Massage Establishment - Sale or Transfer of Interest	\$100.00 per occurrence
Massage Establishment - Sole Proprietor (New)	\$150.00 per year
Massage Establishment - Sole Proprietor (Renewal)	\$100.00 per year
Massage Practitioner - Non-Certified (New)	\$150.00 per year

POLICE

	FY 2016 Fee
Massage Practitioner - Non-Certified (Renewal)	\$100.00 per year
Massage Technician - New	\$150.00 each
Massage Technician - Renewal	\$100.00 each
Miscellaneous	
Business Location Change	\$870.00 per occurrence
Pushcart Vendors	
Pushcart Vendor - Additional Cart	\$34.00 per quarter
Pushcart Vendor - Location and/or Cart Change	\$182.00 each
Pushcart Vendor - New <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$304.00 per quarter
Pushcart Vendor - Renewal	\$102.00 per quarter
Pushcart Vendor Employee - New <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$91.00 each
Pushcart Vendor Employee - Renewal	\$70.00 each
Taxicab	
Taxicab - Driver <i>Note: Does not include DOJ Fingerprint and Rolling Processing Fee</i>	\$24.00 per year up to 4 years
Taxicab - Master License (New)	\$1,467.00 per year
Taxicab - Master License (Renewal)	\$960.00 per year
Taxicab - Transfer Fee	\$35.00 each
Taxicab - Vehicle Inspection for Each Vehicle	\$34.00 per year



CITY OF
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PUBLIC WORKS FEES



CITY OF
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Engineering

	FY 2016 Fee
Encroachment Permit	
Dumpster, Container	\$168.00 each
Fence	\$191.00 each
Non-Residential - Single Day	\$236.00 each
Non-Residential Long-Term (More than 5 days)	\$1,009.00 each
Non-Residential Short-Term (Less than 5 days)	\$504.00 each
Residential	\$501.00 each
VTA Bus Shelter Installation/Relocation	\$352.00 each
Inspection Fees	
Off Hour Inspection	\$209.00 per hour
Permit Fees	
A. Construction in Public Right-of-Way (\$1.00 - \$5,999) <i>Note: Including public or private subdivision streets</i>	\$285.00 per occurrence
B. Construction in Public Right-of-Way (\$6,000 - \$25,999) <i>Note: Including public or private subdivision streets</i>	\$285.00 + 3.9% of value greater than \$6,000.00
C. Construction in Public Right-of-Way (\$26,000 - \$100,999) <i>Note: Including public or private subdivision streets</i>	\$912.00 + 4.4% of value greater than \$26,000.00
D. Construction in Public Right-of-Way (\$101,000 +) <i>Note: Including public or private subdivision streets</i>	\$4,745.00 + 3.0% of value greater than \$100,000.00
E. Certificate of Compliance/Certificate of Correction/Map Amendment <i>Note: Including public or private subdivision streets</i>	\$3,290.00 per occurrence
F. Improvement Plan Review <i>Note: 100 percent of processing costs will be recovered plus any permit fees.</i>	Initial deposit of \$1,171.00
G. Flood Variance Fee	City Cost plus 15%
Street Cut Fees	
Pavement Condition - Excellent	\$18.00 per square foot
Pavement Condition - Fair	\$10.00 per square foot
Pavement Condition - Good	\$13.00 per square foot
Pavement Condition - Poor	\$9.00 per square foot
Service Lateral Connection	\$1,113.00 each

Storm Drain

FY 2016 Fee	
Permit Fees	
Flood Zone Determination Letter	\$69.00 per letter
Temporary Discharge to Storm Drain from Construction Site Dewatering	\$167.00 per request to discharge plus \$82.00 per month of discharge
Temporary Elevation Benchmarks	\$314.00 per benchmark

Operations

FY 2016 Fee		
Maintenance & Repair		
	Regular Time	Overtime & Holiday
Construction & Repair	\$107.00 per hour	\$161.00 per hour
Newsrack Impoundment Fee	\$150.00 first day + \$3.00 each subsequent day	
Supervision	\$128.00 per hour	\$192.00 per hour
Sweeping Services	\$89.00 per hour	\$134.00 per hour
Traffic Control/Graffiti Services	\$87.00 per hour	\$131.00 per hour
Tree Services	\$103.00 per hour	\$155.00 per hour
Tree Removal		
Tree Removal	\$100.00 per inch of damage plus planting installation	

Wastewater Treatment

FY 2016 Fee		
Industrial Waste Discharge Fees		
	Per Load of 1,000 gal. or Less	Each Additional 500 gal.
Grease Waste Trap	\$110.00 per Load of 1,000 gal. or less	\$56.00 each Additional 500 gal.
Industrial Waste Discharge - Basic <i>Note: Non-categorical/small-categorical with only minor pollutant concerns.</i>	\$1,295.00 per permit	
Industrial Waste Discharge - Best Management Practices (BMP) <i>Note: Small, non-categorical facilities with minimal process discharge.</i>	\$440.00 per permit	

FY 2016 Fee	
Industrial Waste Discharge - Exceptional Waste <i>Note: Short-term, non-standard discharges.</i>	\$775.00 per permit
Industrial Waste Discharge - Full <i>Note: Categorical or significant industrial users with ability to impact the Regional Water Quality Control Plant.</i>	\$2,175.00 per permit
Industrial Waste Discharge - Groundwater <i>Note: Groundwater remediation discharges.</i>	\$775.00 per permit
Septic Tank Waste & Portable Toilet Pumping	\$67.00 per Load of 1,000 gal. or less \$31.00 each Additional 500 gal.



CITY OF
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IN COMPLIANCE WITH
AMERICANS WITH DISABILITIES ACT (ADA) OF 1990,
THIS DOCUMENT MAY BE PROVIDED
IN OTHER ACCESSIBLE FORMATS.

For information contact:
ADA Coordinator
City of Palo Alto
285 Hamilton Ave
(650) 329-255



CITY OF
**PALO
ALTO**

Spanish explorers named the area for the tall, twin-trunked redwood tree they camped beneath in 1769. Palo Alto incorporated in 1894 and the State of California granted its first charter in 1909. The City has long been known for its innovative people and its exploration of ideas that have changed the world. In Palo Alto, our history has always been about the future.

