

RESOLUTION NO. 3959

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AFFIRMING THE MASTER FEE SCHEDULE THAT CONTAINS THE VARIOUS FEES AND FINES CURRENTLY BEING CHARGED BY THE TOWN

Whereas, California State Law allows local governments to set fines and fees for municipal services; and

Whereas, the Town of San Anselmo does charge fees for a number of services it provides and fines for violations of certain municipal and vehicle codes violations; and

Whereas, the Town of San Anselmo has a Master Fee Schedule; and

Whereas, the Town Council recognizes the need to have all fines and fees charged by the Town contained in one single document referred to as a Master Fee Schedule; and

Whereas, the Town also recognizes that these fees should be evaluated and reviewed on an annual basis so that adjustments may be made to when necessary to reflect actual and reasonable costs incurred by the Town; and

Now, Therefore, Be It Resolved that the Town Council of the Town of San Anselmo does hereby affirm the Master Fee Schedule, hereby attached as Exhibit A.

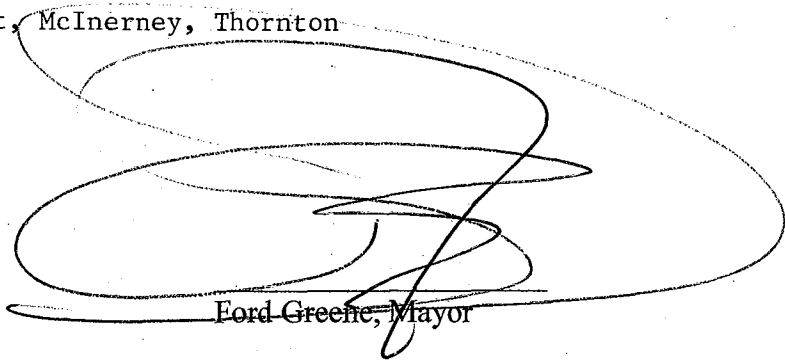
Passed And Adopted at a regular meeting of the Town Council of the Town of San Anselmo on the 28th day of June, 2011, by the following vote:

AYES: Coleman, Greene, Kroot, McInerney, Thornton

NOES: None

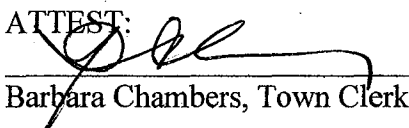
ABSTAIN: None

ABSENT:



Ford Greene, Mayor

ATTEST:



Barbara Chambers, Town Clerk

TOWN OF SAN ANSELMO
FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
Fin & Admin	Miscellaneous Fees:			
	Photocopies (Document with State requirements are charged per State Mandate.)		8/12/2003	\$.25 per page
	Returned check charge		8/12/2003	\$25 per incident
	Lost checks			\$25
	Business License Fees:			
	Administrative processing fee		11/1/2004	\$15
	Transfer fee		1993	\$20
	Business License penalty		1993	10% per month, max. 50%
	Duplicate Business License		1993	\$5
	Gross Receipts:			
	\$0 - \$7,500		1993	\$15
	\$7,501 - \$15,000		1993	\$30
	\$15,001 - \$25,000		1993	\$45
	\$25,001 - \$50,000		1993	\$60
	\$50,001 - \$100,000		1993	\$100
	\$100,001 - \$250,000		1993	\$150
	\$250,001 - \$500,000		1993	\$300
	\$500,001 - \$750,000		1993	\$450
	\$750,001 - \$1,000,000		1993	\$600
	\$1,000,001 - \$2,000,000		1993	\$800
	\$2,000,001 - \$3,000,000		1993	\$1,200
	\$3,000,001 - \$4,000,000		1993	\$1,500
	\$4,000,001 - \$5,000,000		1993	\$2,100
	\$5,000,001 - \$10,000,000		1993	\$3,000
	\$10,000,001 - \$25,000,000		1993	\$4,500
	\$25,000,000 - and over		1993	\$4,500 + .01%
	Hotels/Motels/Inns		1993	\$17 per unit
	Rental of one or more dwelling units or guest rooms within a rooming house, boarding house, single family dwelling, apartment, condominium, houseboat, or other residential structure containing guest rooms or dwelling units			\$17 per unit
	General contractors and subcontractors			\$30 per quarter or \$100 per year
	Auctioneers			\$50 per day
	Peddlers, solicitors			\$25 per day, \$150 per qtr.; \$500 per year
	Circuses or carnivals			\$400 first day; \$300 each additional day
Commercial & still film permits (public property)			\$100 per day for 1-3 persons; \$200 per day for 4-6 persons; \$300 per day for 7-9 persons; \$400 per day for 10+ persons	

**TOWN OF SAN ANSELMO
FEES & FINES - JUNE 2011**

Department	Description	Type	Last Changed	Fine/Fee
	Commercial & still film permits (private property)			\$50 per day for 1-3 persons; \$100 per day for 4-6 persons; \$150 per day for 7-9 persons; \$200 per day for 10+ persons
	Taxicabs			\$60 per vehicle
	Trucks/vans/delivery vehicles - less than 1/2 ton capacity			\$22.50 per vehicle
	Trucks/vans/delivery vehicles - not exceeding 1 ton capacity			\$37.50 per vehicle
	Trucks/vans/delivery vehicles - not exceeding 1-1/2 ton capacity			\$75 per vehicle
	Trucks/vans/delivery vehicles - not exceeding 2 ton capacity			\$112.50 per vehicle
	Trucks/vans/delivery vehicles - not exceeding 3 ton capacity			\$150 per vehicle
	Trucks/vans/delivery vehicles - over 3 ton capacity			\$225 per vehicle
	Christmas tree lots			\$45 per year
	Commercial leased property			\$.02 per sq. ft. (\$50 min., \$200 max.)
	Business located out of San Anselmo but use San Anselmo P.O. Box for business			\$50 per year
	Real estate broker in San Anselmo			\$100 per year + \$10 per desk
	Real estate broker out of San Anselmo			\$150 per year
	Omnibus (all other categories)			\$50 per year
	Business License List		1/1/2005	\$1 per page
PUBLIC WORKS	Road Impact Fee			1% value of project
	Tree Removal Fees:			
	Heritage Tree			\$170
	Street Tree			\$80
	Encroachment Permit Fees:			
	Minor work			\$100.00
	Major work (over \$2,000)			4% value of project
	Utilities Communication - Annual			\$646
	Utilities power & pipelines - Annual			\$646
	Sidewalks/Driveways - new & repair; debris or storage box			\$55
	Revocable Encroachment Permit for structures in town right-of-way			\$170
	Plan Check-when applicable			\$90 per hour
	Fence Permit Fees:			
	Fences within setbacks abutting street			\$95

TOWN OF SAN ANSELMO

FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
	Plan Check-when applicable			\$90 per hour
	Grading Permit Fees: 1997 UBC Appendix Chapter 33 Table A-33B			
	50cy or less			\$23.50
	51cy to 100cy			\$37
	101cy to 1,000cy			\$37 first 100cy + \$17.50 for each add'l 100 cy
	1,001cy to 10,000cy			\$194.50 first 1,000cy + \$14.50 for each add'l 1,000cy
	10,001cy to 100,000cy			\$325 first 10,000cy + \$66 for each add'l 10,000cy
	100,001 and above			\$919 first 100,000cy + \$36.50 for each add'l 10,000cy
	Grading Plan Review Fees: 1997 UBC Appendix Chapter 33 Table A-33A			
	50cy or less			no fee
	51cy to 100cy			\$23.50
	101cy to 1,000cy			\$37.00
	1,001cy to 10,000cy			\$49.25
	10,001cy to 100,000cy			\$49.25 for first 10,000cy + \$24.50 each add'l 10,000cy
	100,001cy to 200,000cy			\$269.75 for first 100,000cy + \$13.25 each add'l 10,000cy
	200,001cy or more			\$402.25 for first 200,000cy + \$7.25 each add'l 10,000cy
	Fence Permits (fences within 20 feet of front or side fences within 12 feet of a street)			\$95
	Water Wells - potable and landscape wells			\$114
LIBRARY	Overdue Fines			
	Books, Magazines, Audio Tapes, Compact Discs, Books on CD, MP3, Music CD's		1/1/2003	\$.30 p/day adult, \$15 max. \$.15 p/day child, \$7.50 max.
	DVDs, Blu-Ray, Videotapes (Adult, Children)		1/1/2003	\$1 per day \$15 max.
	Print Materials			
	Books lost or damaged beyond use		1/1/2003	Cost of item + \$5.00 proc. fee
	Books missing supplement (like map or CD)			\$3 - \$7
	Damage (ink markings, stains, etc.)		1/1/2003	\$4.00
	Audio Visual Materials			

TOWN OF SAN ANSELMO

FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
	Lost or Damaged A/V Case		1/1/2003	\$3 - \$7
	Lost or Damaged A/V Disc		1/1/2003	\$10 per disc
	Lost or Damaged A/V Insert		1/1/2003	\$3 - \$7 or replacement cost
Inter-Library Loan Fees:				
	Reserve Request, MARINet		1/1/2003	\$.50 per request
	North Net Search		1/1/2003	\$.50 per request
	National Search		1/1/2003	\$5 per request
Other Fees				
	Library Card Replacement		1/1/2003	\$1 per card
	Photocopies/Computer Printing		1/1/2003	\$.20 per page
PLANNING				
	Planning Commission Action Applications: Annexation, General Plan Amendment, Rezoning, Design Review, Use Permit, Variance, Subdivision, Parcel Split, Lot Line Adjustment, Illuminated Sign Review, FAR Exception. (Projects exceeding 8 hours planning time will be required to submit \$500 increments to cover additional planner time at current hourly research rate.)		4/28/2009	\$1,200
	Ministerial Resident 2nd Unit Reviews - (First 4 hours)		4/28/2009	\$720
	Administrative Variance		4/28/2009	\$720
	Minor Exception		4/28/2009	\$238
	Administrative Lot Merger		7/27/2004	\$238
	Administrative Temporary Outdoor Display		7/27/2004	\$100
	Administrative Commercial Design Review		4/28/2009	\$360
	Administrative Residential Design Review		4/28/2009	\$600
	Administrative Sign Review, conforming		4/28/2009	\$119
	Certificates of Compliance		4/28/2009	\$1,200
ENVIRONMENTAL REVIEWS: (Fees charged by outside agencies for review/process of environmental documents will be charged to the applicant in addition to the fees herein.)				
	Initial Study & Negative Declarations (for first 16 hours of staff time)		4/28/2009	\$1,920
	Environmental Impact Reports		7/27/2004	Consultant cost + 20%
	Peer Reviews		7/27/2004	Consultant cost + 20%
	Appeals		4/28/2009	\$504
	Hourly Fee		4/28/2009	\$119
	Zoning/General Plan Maps		4/28/2009	\$20
	Zoning Ordinance (Bald Hill Plan)		7/27/2004	\$25
	General Plan (maps included)		7/27/2004	\$25
	Photocopies (State requirement documents are charged per State Mandate.)		8/12/2003	\$.25 per page
	Development Standards		4/28/2009	No Charge

**TOWN OF SAN ANSELMO
FEES & FINES - JUNE 2011**

Department	Description	Type	Last Changed	Fine/Fee
	General Plan maintenance		4/28/2009	10% of application fees
	Technology fee		4/28/2009	5% of application fees
	Training fee		4/28/2009	5% of application fees
	Plan storage fee		4/28/2009	\$2 per sheet
BUILDING				
	Building Permits:			
	Valuation:			
	\$1 to \$499			\$64
	\$500 to \$1,999			\$64 for first \$499 + \$3.55 for each add'l \$100 or fraction thereof
	\$2,000 to \$24,999			\$117.25 for first \$1,999 + \$14.50 each add'l \$1,000 or fraction thereof
	\$25,000 to \$49,999			\$450.75 for first \$24,999 + \$10.60 each add'l \$1,000 or fraction thereof
	\$50,000 to \$99,999			\$715.75 for first \$49,999 + \$7.50 each add'l \$1,000 or fraction thereof
	\$100,000 to \$499,999			\$1090.75 for first \$99,999 + \$6.10 each add'l \$1,000 or fraction thereof
	\$500,000 to \$999,999			\$3,530.75 for first \$499,999 + \$5.25 each add'l \$1,000 or fraction thereof
	\$1,000,000 and above		4/28/2009	\$6,165.75 for first \$999,999 + \$4.14 for each add'l \$1,000 or fraction thereof
	Fee for Building Permit Plan-Check			65% of permit fee (plan check beyond 2 submittals @ staff hr rate)
	Stop Work Fee for working without a permit			Up to 3 times value of Blding Permit; Fee determined by Bldg Official
	Stop Work Fee for incidences with no Building Permit			Determined by the Building Official
	Energy Fees - projects affecting heated space			15% of Building Permit Fee
	Code Compliance Fee		4/28/2009	\$192.50
	Plumbing Permit			15% of Bldg Permit fee or \$100 if not associated w/other permit work

TOWN OF SAN ANSELMO

FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
	Electrical Permit			15% of Bldg Permit fee or \$100 if not associated w/other permit work
	Mechanical Permit			10% of Bldg Permit fee or \$100 if not associated w/other permit work
	Swimming Pool Permit		4/28/2009	\$500
	Spa/Hot Tub Permit		4/28/2009	\$200
	Photo-voltaic System Permit		4/28/2009	\$150
	Water Heater Replacement Permit		4/28/2009	\$100
	Furnace Replacement Permit		4/28/2009	\$100
	Re-Roof Permit Residential		4/28/2009	\$150
	Re-Roof Permit Commercial		4/28/2009	Building Permit Fee
	Technology Fee		4/28/2009	3% of Bldg Permit fee
	Training Fee		4/28/2009	2% of Bldg Permit fee
	Change Contractor of Record		4/28/2009	\$31
	Window replacement (not associated with other work)		4/28/2009	\$100
	Minor Bathroom Remodel Permit Fee - OTC \$15,000 max. value of project		4/28/2009	\$400
	Minor Kitchen Remodel Permit Fee - OTC \$25,000 max. value of project		4/28/2009	\$600
Plan Checks:				
Plumbing Plan Check: Plumbing work associated w/project requiring a Bldg Permit, Plan Check fee is 25% of Plumbing Permit fee; =4% of Bldg Permit fee or \$25 min.				
Electrical Plan Check: Electrical work associated w/project requiring a Bldg Permit, Plan Check fee is 25% of Electrical Permit fee; =4% of Bldg Permit fee or \$25 min., \$37.50 for PV.				
Mechanical Plan Check: Mechanical work associated w/project requiring a Bldg Permit, Plan Check fee is 25% of Mechanical Permit fee; =3% of Bldg Permit fee or \$25 min.				
Pool Plan Check: 65% of Pool Permit fee				\$325
Spa/Hot Tub Plan Check: 65% of Spa/Hot Tub Permit fee				\$130
Plan Checks charged at hourly rates after 2 Plan Checks				
Staff Hourly Rate:				
	Building Official		4/28/2009	\$105
	Building Inspector		4/28/2009	\$95
	Street Bond			Determined by Public Works Director
	Gross Receipts Tax on all projects done by a contractor			\$.50 per \$1,000 valuation
	Seismic Fee - State fee on all residential and commercial work			\$.10 per \$1,000 valuation
	Green Building Fee		2009	\$1 per \$25,000 project valuation
Residential Resale Reports:				

TOWN OF SAN ANSELMO

FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
	Single Family Residence		4/28/2009	\$200
	Multi-Family Residences		4/28/2009	\$200 + \$25 each add'l unit
	Failure To Obtain Report		4/28/2009	1X report fee
POLICE				
	Merchant Parking Permits		12/9/2003	\$25 per year
	Overnight Parking Permits		12/9/2003	\$50 per year
	Vehicle Impound Release		12/9/2003	\$100
	Clearance/Citizen Letter		12/9/2003	\$20
	Report Copy fee		11/9/2010	\$10
	Fingerpinting "rolling" fee			\$20
	Violations:			
	Sign Retrieval		6/13/2009	\$25
	Parked without permit		11/9/2010	\$23
	Overnight parking		11/9/2010	\$24
	Parked contrary to signs & markings		11/9/2010	\$25
	Improperly parked in space		11/9/2010	\$28
	Red zone		11/9/2010	\$28
	Parked on fire road		11/9/2010	\$28
	Standing in roadway		11/9/2010	\$28
	15' of fire hydrant		11/9/2010	\$28
	Parked out of marked stall		11/9/2010	\$28
	Parked on school grounds for sale		11/9/2010	\$33
	Parked in intersection, crosswalk, sidewalk, in front of a driveway, more than 18" from the curb or facing the wrong way		11/9/2010	\$28
	Double parked		11/9/2010	\$28
	Posted "No Parking"		11/9/2010	\$30
	Overtime parking, illegally parked on school grounds, vehicle parked for sale on street, illegally parked, posted vehicle for sale and loading zone		11/9/2010	\$33
	Parked on private property w/out consent		11/9/2010	\$38
	Expired meter		11/9/2010	\$38
	Tow Away Zone		11/9/2010	\$50
	Parked without 12' clearance		11/9/2010	\$58
	Expired tabs		11/9/2010	\$84
	Vehicle for sale on street		11/9/2010	\$111
	Parked on parkway		11/9/2010	\$111
	Abandoned vehicle		11/9/2010	\$278
	Parked in area for handicapped		11/9/2010	\$283
	Blocking handicapped access ramp		11/9/2010	\$283
	Handicapped parking		11/9/2010	\$283
	Disabled crosshatch markings		11/9/2010	\$283

TOWN OF SAN ANSELMO

FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
	OVERSIZED VEHICLE FEES:			
	Single trip permit		4/14/2009	\$16 per trip
	Repetitive trip permit (max \$90 6 mo period)		4/14/2009	\$16 per trip
	Annual trip permit (max of \$90 for 1 yr period)		4/14/2009	\$16 per trip
	Oversized Vehicle Escort Fee		4/14/2009	\$216.12 per trip
RECREATION	Administrative Rates			
	Administrative Registration Fee		2006	\$5 per class
	Tennis Key Fees:			
	Resident (R): Full Year		2006	\$25
	Non-Resident (NR): Full Year		2006	\$75
	Commercial Dog Walker Permit (Annual)		2006	\$100
	Sign Fees			
	Hub Sign		2006	\$75 per week
	Tunstead Street Banner		2006	\$285 per week
	Sir Francis Drake Street Banner		2006	\$285 per week
	Facility Rental Fees - Picnic & Park Areas 3 Hour Minimum Rental			
	Memorial Park - Small Picnic Area - R		2006	\$70 / 3hours
	Memorial Park - Small Picnic Area -NR		2006	\$80 / 3hours
	Memorial Park - Large Picnic Area - R		2006	\$100 / 3hours
	Memorial Park - Large Picnic Area - NR		2006	\$120 / 3hours
	Memorial Park - Large Picnic Area - Inflatable Jumper Fee		2006	\$25
	Robson Park - Upper Picnic Area - R		2006	\$75 / day
	Robson Park - Upper Picnic Area - NR		2006	\$95 / day
	Robson Park - Lower Picnic Area - R		2006	\$75 per ½ day
	Robson Park - Lower Picnic Area - NR		2006	\$125 per ½ day
	Creek Park Picnic Area - R		2006	\$125 per day
	Creek Park Picnic Area - NR		2006	\$175 per day
	Elders Garden - R		2006	\$35 per 3 hours
	Elders Garden - NR		2006	\$45 per 3 hours
	Creek Park Amphitheatre -Resident		2006	\$75 per ½ day
	Creek Park Amphitheatre -Resident		2006	\$125 per day
	Creek Park Amphitheatre - Non-Resident		2006	\$125 per ½ day
	Creek Park Amphitheatre - Non-Resident		2006	\$175 per day
	Indoor Facilities			
	ICC Kitchen, Lower Classrooms (2 hr min.) Resident		2006	\$20 per hour
	ICC Kitchen, Lower Classrooms (2 hr min.) Non-Resident		2006	\$35 per hour
	ICC Vista Room, Lower Classrooms (2 hr min.) Resident		2006	\$30 per hour

TOWN OF SAN ANSELMO
FEES & FINES - JUNE 2011

Department	Description	Type	Last Changed	Fine/Fee
	ICC Vista Room, Lower Classrooms (2 hr min.) Non- Resident		2006	\$45 per hour
	Robson Harrington Meeting Room - Weekdays (2 hr min.) Group A		2006	\$0 per hour
	Robson Harrington Meeting Room - Weekdays (2 hr min.) Group B		2006	\$20 per hour
	Robson Harrington Meeting Room - Weekdays (2 hr min.) Group C		2006	\$30 per hour
	Robson Harrington Weekend Rental - First Floor (4 hr min.) Group A		2006	\$19 per hour
	Robson Harrington Weekend Rental - First Floor (4 hr min.) Group B		2006	\$34 per hour
	Robson Harrington Weekend Rental - First Floor (4 hr min.) Group C		2006	\$57 per hour
<p>Definitions: Group A: Non-Profit organizations, school related groups, community organizations (Scouts, Homeowners Assoc., Youth Sports Groups, religious organizations, etc.) Group B: Private individuals, non-profit fundraising activities Group C: Commercial, for profit groups</p>				