

RESOLUTION NO. 2015-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, ESTABLISHING FEES AND CHARGES FOR MUNICIPAL SERVICES FOR FISCAL YEAR 2015-16 AND REPEALING RESOLUTION NOS. 2013-54; 2013-62; 2014-15; 2014-40 AND 2014-71

THE CITY COUNCIL OF THE CITY OF FULLERTON HEREBY RESOLVES AS FOLLOWS:

WHEREAS, California State law authorizes the City of Fullerton to collect fees and charges for services, provided such fees and charges do not exceed the reasonable cost of providing the service; and

WHEREAS, it is necessary from time to time to revise the amounts charged for economical or other reasons; and

WHEREAS, a public hearing was duly noticed and held on June 2, 2015 prior to adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fullerton as follows:

Section 1. All fees set forth in this Resolution are hereby adopted and will take effect immediately.

Section 2. The following Resolutions are hereby repealed:

2013-54 – Master Fee Resolution
2013-62 – Modifying Public Works Fees
2014-15 – Modifying Fireworks Fees
2014-40 – Modifying Parks & Recreation Fees for 2014-15
2014-71 – Modifying Airport Fees

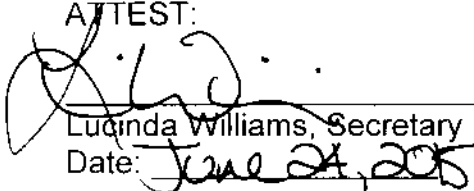
Section 3. The City Clerk shall certify to the adoption of this Resolution.

ADOPTED BY THE FULLERTON CITY COUNCIL ON JUNE 16, 2015.



Gregory C. Gebourn, PLS
Mayor

ATTEST:



Lucinda Williams, Secretary

Date: June 24, 2015

INDEX OF ATTACHMENTS

- 1. General and Administrative Fees**
- 2. Fire Department Fees**
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 - Paramedic Fees**
- 3. Police Department Fees**
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- 6. Community Development Department**
 - Mechanical, Plumbing and Electrical Permit Fees**
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 - Zoning and Planning Fees**
- 7. Parks and Recreation Department Fees**
 - Activities and Programs**
 - Facilities, Parks and Athletic Fields**
 - Fullerton Community Center**
 - Maple Community Center**
 - Fullerton Museum Center**
 - Fullerton Downtown Plaza**
 - Park Dwelling Fees**

GENERAL AND ADMINISTRATIVE FEES

I. Check Fees

Stop Payment/Replacement for checks issued by the City	\$25 per check*
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**The City Treasurer or designee may waive the fee for check replacement if unusual circumstances warrant such waiver.*

Returned check for non-sufficient funds (NSF)	\$25 per check
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II. Business Registration Fees

Initial Application	\$15
Renewal Application	\$10
Amended Application	\$10
New Commercial Application	\$22

III. Publication and Duplication Fees

General duplication of records	\$0.15 per page
Duplication of Municipal Code	\$350.00
Duplication of supplemental revisions	\$25 per year
City Council meeting agendas	\$15 per year mailed
City Council meeting minutes	\$20 per year mailed
City Council agenda packets	\$20 each or \$375 annual subscription
Audio/DVD recordings of Council/ Committee/Commission meetings	\$15 each

IV. Fireworks Permits

Lottery/permit application	\$25 each
Fire Suppression cost recovery	\$357 per stand
Fire Safety cost recovery	\$174 per stand
Public Works cleanup	\$373 per stand
Fire Inspection	See Fire Dept. Fees

GENERAL AND ADMINISTRATIVE FEES

V. Alarm Permits

User permit – residential	\$40 per year
User permit – small commercial	\$45 per year
User permit – large commercial	\$90 per year
Renewal permit – residential	\$40 per year
Renewal permit – small commercial	\$45 per year
Renewal permit – large commercial	\$90 per year
First 2 false alarms in 12 mo. period	Included in permit fee
Third false alarm in 12 mo. period	\$50 per alarm
Fourth false alarm in 12 mo. period	\$140 per alarm
Fifth false alarm in 12 mo. period	\$210 per alarm
6 – 10 false alarms in 12 mo. period	\$210 per alarm
11 or greater false alarms in 12 mo. period	\$210 per alarm
Delinquent payment (after 60 days)	\$25

**FIRE DEPARTMENT PERMIT, INSPECTION, SERVICE, AND
HAZARDOUS MATERIALS DISCLOSURE FEES**

Aerosol Products.....	\$135
Amusement buildings (same fee as Places of Assembly)	
Aviation facilities	\$207
Carnivals and fairs (see Places of Assembly)	
Cellulose nitrate film.....	\$186
Christmas Tree Lots.....	\$192
Combustible dust-producing operations	\$174
Combustible fibers	\$163
Compressed gases	\$163
Covered mall buildings.....	\$371
Cryogenic fluids	\$163
Cutting and welding.....	\$95
Dry cleaning plants.....	\$122
Exhibits and trade shows	\$173
Explosives.....	\$168
Failure-to-Return Mail Back Card/Self-Inspection Paperwork.....	\$86
False Alarm Fee (each responding unit)	\$210
This fee is assessed after two false alarms in 30 days, after three in six months, or immediately if the false alarm is due to a failure to notify the Fire Department when working on or testing a sprinkler or fire alarm system.	
Fire hydrants and valves	\$135

**Fire Clearance Required by the State or Other Governmental Agency
(includes annual inspection and requested pre-inspection)**

A. Convalescent and Nursing Homes/Assisted Living	\$248
Up to 75 Beds	\$280
76 to 130 Beds.....	\$336
131 and above.....	\$448
B. Child Day Care Facilities – less than 26 persons	\$50
C. Child Day Care Facilities – 26 or more persons	\$100
D. Hospitals, less than 100 beds	\$310
E. Hospitals, 100 beds or more	\$496
F. Sanitariums.....	\$248
G. Schools (private).....	\$216
H. Residential Care Facility, less than 26 persons.....	\$50
I. Residential Care Facility, 26 or more persons.....	\$100
 Fireworks Stand	 \$384
 Fireworks Stand Electrical Hookup (Optional)	 \$123
 Fireworks Show.....	 \$1098
 Flammable and combustible liquids	
1. To use or operate a pipeline for the transportation within facilities of flammable or combustible liquids. This requirement shall not apply to the off-site transportation in pipelines regulated by the DOT nor does it apply to piping systems.	 \$100
2. To store, handle, or use Class I liquids in excess of 5 gallons in a building or in excess of 10 gallons outside of a building, except that a permit is not required as listed in the Code (including 2.1 and 2.2).	 \$62
3. To store, handle or use Class II or Class IIIA liquids in excess of 25 gallons in a building or in excess of 60 gallons outside a building, except for fuel oil used in connection with oil-burning equipment.	 \$100
4. To remove Class I or Class II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved, stationary on-site pumps normally used for dispensing purposes.	 \$100
5. To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.	 \$100

Aboveground Tank (annual fee).....	\$174
Underground Tank (annual fee).....	\$490
6. To place temporarily out of service (for more than 90 days) and underground, protected above-ground or above-ground flammable or combustible liquid tank.	
First Tank	\$158
Each Additional Tank	\$97
7. To change the type of contents stored in a flammable or combustible liquid tank to a material which poses a greater hazard than that for which the tank was designed and constructed.	
.....	\$100
8. To manufacture, process, blend or refine flammable or combustible liquids.	
.....	\$158
9. To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental or manufacturing establishments (unless covered by repair and dispensing permit).	
.....	\$158
10. To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles at commercial, industrial, governmental or manufacturing establishments.	
.....	\$158
Floor finishing.....	\$86
Fruit and crop ripening	\$135
Fuel Modification Plan Review - (per hour/one hour minimum)	\$96
Fumigation and thermal insecticidal fogging.....	\$135
General Use.....	\$61
Hazardous materials	Exempt
If in the HMBP program	
Hazardous Materials Disclosure -- (Includes 2 disclosed chemicals)	\$359
Each Additional Chemical (maximum fee not to exceed \$2,149)	\$89
HPM (Hazardous Production Material) facilities	\$259
High-piled storage.....	\$149
High Rise Building -- Annual Inspection.....	\$475

Hot work operations – (per hour/one hour min. for plan review/inspection)	\$96
1. Public exhibitions and demonstrations where hot work is conducted.	
2. Use of portable hot work equipment inside a structure.	
3. Fixed-site hot work equipment such as welding booths.	
4. Hot work conducted within a hazardous fire area.	
5. Application of roof coverings with the use of an open-flame device.	
6. When approved the fire code official shall issue a permit to carry out a Hot Work Program. This program allows approved personnel to regulate their facility's hot work operations. The approved personnel shall be trained in the fire safety aspects denoted in this chapter and shall be responsible for issuing permits requiring compliance with the requirements found in Chapter 26. These permits shall be issued only to their employees or hot work operations under their supervision.	
Hourly rate for services - (per hour/one hour minimum).....	\$96
Services outside regular business hours – (two-hour minimum)	\$192
Industrial ovens	\$122
Late Fees (Invoices, Hazardous Material Disclosure and Underground Storage Tank Forms and Permits)	
30 days 20%	
60 days 30%	
90 days 40%	
120 days 50%	
Lumber yards and woodworking plants	\$126
Liquid- or gas-fueled vehicles or equipment in assembly buildings.....	\$135
LP-gas (annual fee for tank >124 gallons).....	\$113
LPG/CNG Outdoor Heater Fee - first two appliances	\$25
Each additional appliance	\$10
Magnesium	\$106
Miscellaneous combustible storage.....	\$149

Multi-family housing, congregate living, hotel/motel, sorority/fraternity

Up to 8 units	\$56
9 to 20 units	\$84
21 to 40 units	\$112
41 to 80 units	\$168
81 to 150	\$224
151 to 300 units	\$280
301 + units	\$448
 Sorority/Fraternity/Congregate Living – based on approved Occupant load/per address (maximum \$450)	 \$10 per person
 New Business Fire Clearance	
<3001 sq. ft.	\$139
>3000 sq. ft.	\$218
 Open burning	\$25
Food preparation fires under this classification	\$10
 Open flames and torches	\$88
 Open flames and candles (in any facility that serves food/alcohol)	\$88
 Organic coatings	\$163
 Places of assembly	
1. Occupant load, 50 – 500	\$273
2. Occupant load, 501 – 1000	\$341
3. Occupant load, 1001 and above	\$408
 <i>Fees for assembly may be waived by the fire code official for one-time non-profit or charitable organizations; however, the application process must be followed and a permit obtained.</i>	
 Private fire hydrants	\$135
 Pyrotechnic special effects material	\$415
 Pyroxylin plastics	\$173
 Refrigeration equipment	\$190
 Reinspection Fee	\$112
 <i>Fees for reinspection may be waived by the fire code official.</i>	
 Repair garages and motor fuel-dispensing facilities	\$204

Research and Records Request - (per page)	\$.15
Requested Inspection (per hour/one hour minimum).....	\$96
Rooftop heliports.....	\$173
Spraying and dipping	\$205
Storage of scrap tires and tire byproducts	\$149
Temporary membrane structures, tents and canopies.....	\$226
Tire-rebuilding plants.....	\$173
Waste handling	\$135
Wood products.....	\$135
<u>Additional Permits (production, motion picture)</u>	
Production facilities (live audience, etc.)	\$216
Pyrotechnics and special effects	\$168
Live audiences (see Places of Assembly)	
<u>Required Construction Permits/Plan Check</u>	
Automatic fire-extinguishing systems	\$259
Battery systems	\$149
Compressed gases	\$163
Cryogenic Fluids.....	\$322
Fire alarm detection systems and related equipment	\$259
Fire pumps and related equipment.....	\$259
Flammable and combustible liquids	
1. To repair or modify a pipeline for the transportation of flammable or combustible liquids	\$100
2. To install, construct or alter tank vehicles, equipment, tank, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.....	\$174

<u>Aboveground Tanks</u>	
First Tank.....	\$548
Each additional tank	\$54
<u>Underground Storage Tanks</u>	
First Tank.....	\$1091
Each additional tank	\$217
To perform annual testing on tanks, equipment or piping (per site/per hour).....	\$96
To perform system modification (including repair):	
Plan Check first tank.....	\$548
Each additional tank	\$109
3. To remove, abandon or otherwise dispose of a flammable or combustible liquid tank.	
<u>Aboveground Tanks</u>	
First Tank.....	\$548
Each additional.....	\$54
<u>Underground Tanks</u>	
First Tank.....	\$982
Each Additional Tank.....	\$217
Site Remediation	
First three (3) hours	\$288
Each additional hour	\$96
Hazardous materials Storage/Rooms	\$343
High-Piled Storage	\$384
Industrial ovens.....	\$122
LP-gas	
1. Installation – up to 1,000 gallons.....	\$174
2. Installation – 1,001 to 10,000 gallons.....	\$351
3. Installation – greater than 10,000 gallons	\$477
Private fire hydrants	\$173
Spraying and dipping	\$186
Standpipe systems.....	\$285
Temporary membrane structures, tents and canopies.....	\$205

Paramedic Services Annual Subscription Program	\$42
Emergency Medical First Responder	\$250
Advanced Life Support Escort.....	\$250

POLICE DEPARTMENT FEES

Miscellaneous Fees

Police reports	\$15.00	1st 20 pages
	\$0.50	/page after 20
CAD incident history report	\$0.15	per page
Photographs		
CD of photos	\$26.00	each
Audio recording (non-subpoena request)	\$84.00	each
Fingerprint - public services	\$20.00	card
Clearance letter - INS local records check	\$16.00	request
Notarized signature	\$10.00	per signature
Purged report letter - applicant	\$15.00	each
Purged report letter - ICE	\$15.00	each
Vehicle (VIN) verification - resident	\$40.00	each
Vehicle (VIN) verification - non-resident	\$40.00	each
Vehicle release - private property impound	\$55.00	each
Vehicle release - DUI	\$250.00	each
Vehicle release - non-DUI	\$200.00	each
Vehicle repossession	\$15.00	each
Subpoenas (Duces Tecum records)		
Labor	\$24.00	hour
Paper documents	\$0.15	per page
Audio recordings	\$5.00	/CD
Video recordings	\$10.00	/DVD
Research (Analyst)	\$30.00	1st qtr hour
	\$10.00	ea 1/10 hr after
Citation sign-off	\$15.00	FPD cites
	\$15.00	non-FPD cites
Citation copy	\$5.00	each
Booking fee	\$300.00	each
Court-ordered booking	\$99.00	each
Pay-to-stay processing	\$126.00	each
Pay-to-stay	\$127.00	per day

POLICE DEPARTMENT FEES

Permit Fees

Fee Description	Current	Unit
Solicitor/peddler permit	\$135.00	initial
	\$30.00	ea. renewal
Gun permits - seller of firearms	\$250.00	initial
	\$50.00	ea. renewal
Gun permits - dealer of firearms	\$200.00	initial
	\$50.00	ea. renewal
Regulatory permit - pawnbrokers, second-hand junk dealers, etc.	\$196.00	initial fee
	\$60.00	renewal
Adjustments to existing permits	\$40.00	per request
<u>Live Entertainment:</u>		
Operator or Manager permit	\$350.00	initial fee
	\$200.00	renewal
Exotic Dancer permit	\$250.00	initial fee
	\$100.00	renewal
Public Dancing	\$100.00	annual permit
Public Amusement	\$100.00	annually
	\$40.00	renewal
Bingo - Recreational	\$60.00	initial permit
	\$30.00	renewal
Bingo - Fundraiser	\$82.00	initial permit
	\$50.00	renewal
Escort Establishment	\$250.00	initial permit
	\$100.00	renewal
Escort Employees	\$50.00	each
	\$25.00	renewal
Figure Model Studio Establishment	\$100.00	initial permit
	\$50.00	renewal
Figure Model employees	\$100.00	each
	\$50.00	renewal
Fortuneteller Establishment	\$500.00	initial permit
	\$200.00	renewal
Fortuneteller Employees	\$200.00	each
	\$50.00	renewal
Peddlers	\$135.00	initial permit
	\$30.00	renewal
Operator or Manager permit	\$310.00	initial fee
	\$150.00	renewal

POLICE DEPARTMENT FEES

Permit Fees

Out-call Massage Technician	\$410.00	initial fee
	\$250.00	renewal
Massage Technician	\$360.00	initial fee
	\$150.00	renewal
Written and practical application test for Technicians	\$125.00	original test
	\$125.00	re-tests
Interpreter needed for test	\$200.00	per test session
CPR and/or Municipal Code test	\$50.00	each

Parking Violations

One-hour commercial	\$68.00
Commercial vehicle parked in residential zone	\$68.00
Trailer or semi-trailer parked unattached	\$68.00
Parked on parkway	\$48.00
Non-emergency repairs	\$48.00
Parking out of space/street	\$48.00
Overnight parking (2 am. to 5 am)	\$35.00
Parked on a grade (3%)	\$49.00
Parked at colored curbs	
Red	\$49.00
Yellow	\$38.00
White	\$38.00
Green	\$38.00
Blue	\$119.00
Posted alley	\$49.00
Overtime parking	
No parking/stopping	\$49.00
Exceed loading time	\$38.00
Posted time zone	\$38.00
72-hour parking violation - first offense	\$113.00
72-hour parking violation - second offense within one year	\$213.00

POLICE DEPARTMENT FEES

Parking Violations (continued)

Unattended taxi in taxi zone	\$48.00
No person shall stop or stand any vehicle except a taxi in a taxi zone	\$48.00
Commercial vehicle 3-hour time limit	\$68.00
Street sweeping	\$38.00
Permit parking	\$44.00
Out of space – public lots	\$38.00
Head in only - City lots	\$38.00
Parked on private property without owner's consent	\$44.00
Authority to tow	N/A
Public grounds	\$38.00
No parking	
In intersection	\$38.00
Blocking crosswalk	\$38.00
Within 15' of fire station	\$38.00
Blocking a driveway	\$38.00
Blocking a sidewalk	\$38.00
Double parked	\$38.00
Fire lane (designated)	\$67.00
Over 18" from right curb	\$38.00
Disabled space (no visible placard) - correctable to \$25	\$288.00
Disabled crosshatch	\$288.00
Within 15' of hydrant	\$38.00
Within 3' disabled curb access ramp	\$288.00
Abandonment on highway	\$283.00
Abandonment on public or private property	\$283.00

* Fees mandated by the California Gov't Code include the following penalties:

Trial Court Trust Fund	\$3.00
State Court Facilities Construction Fund	\$4.50
Trial Court Improvement Fund and Courthouse Construction Fund	\$2.50
Trial Court Imp. Fund and Criminal Justice Facilities Construction Fund	\$2.50

LIBRARY FEES

Miscellaneous Fees and Charges

Fines*	\$0.25	/day per item
Fines* - VHS & DVD	\$1.00	/day per item
Interlibrary loan request	\$5.00	+ fees charged by loaning library
Printing - black & white	\$0.15	page
Printing - color	\$0.60	page
Copies - black & white	\$0.15	
New DVD rental	\$1.00	/day/per item
Headphones	\$1.00	
Holds, expired NPU	\$1.00	
Library card replacement	\$2.00	
Item barcode	\$2.00	
RFID tag	\$2.00	
VHS/Cassette/CD/DVD case	\$3.00	
Magazines (lost)	\$5.00	
Lost processing fee	\$5.00	
Lost/damaged beyond repair	Item cost + \$5.00 processing fee	
Book-on-tape Cassette/Book on CD	\$10.00	
DVD/CD-Rom in a book	\$10.00	
ESL audio visual material	\$15.00	
Materials recovery (collections)	\$20.00	
Returned check	see General Fee section	
Passport photo	\$10.00	
Passport acceptance	\$25.00	
Obituary search	\$15.00	per name
Research	\$15.00	per hour
Reproduce scanned image		
JPEG, up to 600 dpi	\$0.00	
TIFF, 600dpi+, publication quality	\$10.00	each
8 x 10 digital print	\$5.00	
Media to save on CD	\$1.00	per disc
Scanning new image	\$10.00	
Digital image sent to patron's own storage media or email	\$0.00	
	actual	
Postage & handling	cost	
Commercial fee (one-time use)	\$75.00	per image
Non-profit use	\$10.00	per image

The Library Director or designee reserves the right to waive charges as needed.

LIBRARY FEES

Meeting Room Charges

Group One Fullerton-based individuals, non-profit organizations, public school districts, and government agencies requesting the facility for approved events:

Room A or C	\$25.00/hr	(2-hr min)
Room B – Osborne Auditorium	\$75.00/hr	(2-hr min)
Conference Center	\$150.00/hr	(2-hr min)
Room D (Hunt)	\$20.00/hr	(2-hr min)
Room E (Hunt)	\$25.00/hr	(2-hr min)

Group Two Fullerton-based commercial businesses, private schools & other Fullerton-based organizations not listed in Group 1 requesting facility for approved events:

Room A or C	\$30.00/hr	(2-hr min)
Room B – Osborne Auditorium	\$100.00/hr	(2-hr min)
Conference Center	\$200.00/hr	(2-hr min)
Room D (Hunt)	\$40.00/hr	(2-hr min)
Room E (Hunt)	\$65.00/hr	(2-hr min)

Group Three Non-Fullerton-based individuals, commercial businesses, non-profit organizations, schools, civic, service, religious, athletic organizations and all other groups requesting the facility for approved events:

Room A or C	\$35.00/hr	(2-hr min)
Room B – Osborne Auditorium	\$175.00/hr	(2-hr min)
Conference Center	\$275.00/hr	(2-hr min)
Room D (Hunt)	\$60.00/hr	(2-hr min)
Room E (Hunt)	\$75.00/hr	(2-hr min)

Additional Meeting Room Charges

AV Equipment (microphone, projector, TV/VCR/DVD, flip charts, etc.)	\$10.00	each
Room Attendant (past closing)	\$23.00	hour
Use of Kitchen	\$100.00	flat fee
LCD Projector/laptop	\$25.00	
Piano	\$25.00	
Meeting room setup under 40 chairs	\$20.00	
Meeting room setup over 40 chairs	\$40.00	
Food service - refundable cleaning deposit	\$100.00	
Alcohol use fee	\$250.00	flat fee
Alcohol - refundable cleaning deposit	\$100.00	flat fee

PUBLIC WORKS DEPARTMENT ENGINEERING FEES

Section 1: Pursuant to Section 21.20.030 of the Fullerton Municipal Code, engineering and public works processing and permit fees, charges, and deposits for General Engineering shall be as follows:

A. Deposit for Subdivisions and Major Development Projects (reimbursable accounts)

A deposit account shall be set up for, parcel maps, tract maps and major development projects as determined by the Director of Public Works, and all work shall be billed against the deposit at actual costs of time and materials, plus overhead or pass-through fees for consultant services.

1. An initial deposit in the amount of \$5,000 for tentative parcel maps and major development projects, and in the amount of \$10,000 for tentative tract maps, shall be deposited with the Public Works Department concurrently with the first review submittal of the tentative parcel/tract map or major development site plan.
2. Consultant map and plan check services are paid at an agreed upon hourly rate on a time and material basis. The fee range will be estimated during the pre-approval process and will be based upon City costs for similar projects.
3. Public Works staff plan check and inspection services are paid on a time and material basis (direct staff time rate plus overhead), and are estimated to total approximately 3% of the cost of public improvements for plan check services, and 5% of the total cost of public improvements for inspection.
4. Any amount remaining in the account after completion of the project will be refunded to the applicant. If the amount deposited is insufficient to complete the plan and map check review process, or to fund the Public Works Department's inspection services during construction, additional deposits will be required as necessary to obtain City approval of the final map, public improvements plans, and/or final acceptance of installed public improvements.

B. Plan Check and Inspection Fees for Projects Other Than Subdivisions by Tract Map, Parcel Map, or Major Development Projects

Estimated Cost of Public Right-of-Way Improvements	Fees
\$ Over \$10,000	\$580 plus 7% of the estimated cost in excess \$10,000

At the discretion of the Director of Public Works, a reimbursable deposit account may be set up for projects, similar to Section "A" above. All work shall be billed against the deposit at actual costs for time and materials, plus overhead of pass-through fees for consultant services.

C. Fees for Lot Consolidation, Lot Line Adjustments, Certificates of Correction, Certificates of Compliance, and Miscellaneous Licensed Land Surveyor Review Services

- | | |
|------------------------------|--|
| 1. Lot Consolidations | \$827 Application fee
Licensed land surveyor review and approval shall be paid at the City approved contractual hourly rate on a time and material basis, exclusive of any recordation fees |
| 2. Lot Line Adjustments | \$750 Application fee
Licensed land surveyor review and approval shall be paid at the City approved hourly contract rate on a time and material basis, exclusive of any recordation fees. |
| 3. Certificate of Correction | \$297 Application fee
Licensed land surveyor review and approval shall be paid at the City approved hourly contract rate on a time and material basis, exclusive of any recordation fees. |

4. Certificate of Compliance \$870 Application fee
Licensed land surveyor review and approval shall be paid at the City approved hourly contract rate on a time and material basis, exclusive of any recordation fees.
5. Miscellaneous Licensed Land Surveyor Review, i.e. Record of Survey, Abandonments, Dedications, etc.

Miscellaneous review of real property related documents including, but not limited to, abandonments, dedications, legal descriptions, Record of Survey, Corner Records, pre-and-post construction field investigations, shall be paid at direct staff time rate plus overhead and at the hourly contract rate on a time and material basis for licensed land surveyor review (\$500 minimum).

At the discretion of the Director of Public Works, a reimbursable deposit account may be set up for projects, similar to section "A" above. All work shall be billed against the deposit at actual costs for time and materials, plus overhead of pass-through fees for consultant services.

Additional costs and expenses for title reports, title searching, and work and labor requiring acquisition of records or data from the Recorder's Office and title company, financial institution, or outside agency shall be billed to the applicant at a cost of time and materials, including overhead.

D. Fees for Traffic Engineering studies, reports and appeals.

1. Overnight Parking Exemptions \$475
2. Crossing Guard Study (School District) \$750
3. Transportation & Circulation
Commission (T&CC) Decision
Appeals \$210
4. Miscellaneous Traffic Related
Requests \$425

E. Fees for Public Works Permits

1. Miscellaneous Permit Fees
 - a. Curb or curb and gutter construction
 - i. Issuance \$ 47
 - ii. Plan Check \$ 52
 - iii. Inspection \$ 0.60/l.f.

	(Minimum charge of \$137) Plus \$94.00 if pavement replacement is required
b. Sidewalk construction	
i. Issuance	\$ 47
ii. Plan Check	\$ 52
iii. Inspection	\$ 0.50/l.f. (Minimum charge of \$137) Plus \$94.00 if pavement replacement is required
c. Driveway construction	
i. Issuance	\$ 47
ii. Plan Check	\$ 52
iii. Inspection	\$ 137 Plus \$94.00 if pavement replacement is required
d. Pavement construction or pavement replacement	
i. Issuance	\$ 47
ii. Plan Check	\$ 52
iii. Inspection	\$ 0.05/s.f. (Minimum charge of \$94)
e. Excavation in paved areas / trench inspection and reinspection	
i. Issuance	\$ 47
ii. Plan Check	\$ 52
iii. Inspection	
Under 5 feet deep	\$ 0.20/s.f.
Over 5 feet deep	\$ 0.25/s.f. (Minimum charge of \$137)
iv. Trench reinspection	\$ 47
f. Curb Coring	\$ 47 flat fee for issuance and inspection
g. Temporary street occupancy or closure fee	
i. Issuance	\$ 47
ii. Plan Check	\$ 52
iii. Inspection	\$ 94 per location and/or occurrence

2. Plan Check

- | | |
|---|--------|
| a. Over-the-counter | \$ 50 |
| b. Miscellaneous | \$ 210 |
| (e.g. Minor Site Plan, Tenant Improvements, Swimming Pools) | |

3. Vehicle Over Limit Permit:

- | | |
|-----------------------------------|-------|
| a. Single occurrence, per vehicle | \$ 16 |
| b. Annual permit | \$ 90 |

4. Other special permits

- | | |
|--|---------------------------|
| a. Block party | \$0 |
| b. Special event on public property
(not requiring full staff review) | \$175 |
| c. Special event on public property
(full staff review) | \$450 (full staff review) |
| d. Harbor Blvd. Banner | \$60 |

5. Pursuant to Section 14.09.170 of the Fullerton Municipal Code, the fees for processing and issuing GRADING PERMITS shall be as follows:

- | | |
|---|---|
| a. For the issuance of each permit using City standard plan or where no plan check required | \$15.00 |
| b. For the issuance of each permit requiring plan check | \$45.00 |
| c. Permit surcharge for permit system upgrade | \$6.71 |
| d. Permit Extension Fee | \$39.00 |
| e. Plan Processing Fee | \$59.00 |
| f. Document Imaging Fee | \$0.18 for each 8 1/2" x 11" sheet and \$ 1.32 per sheet of building plans (24"x 36") |
| g. Grading Plan Review Fees: | |
| General Engineering Services (GES) Plan Check: | |
| i. 100 cubic yards or less | \$151.94 |
| ii. 101 to 1,000 cubic yards | \$151.94 for the first 100 cubic yards plus \$17.83 for each additional 100 |

iii. 1,001 to 10,000 cubic yards	cubic yards or fraction thereof. \$312.26 for the first 1,000 cubic yards, plus \$15.65 for each additional 1,000 cubic yards or fraction thereof.
iv. 10,001 to 100,000 cubic yards	\$453.09 for the first 10,000 cubic yards, plus \$69.90 for each additional 10,000 cubic yards or fraction thereof.
v. 100,001 cubic yards or more	\$1082.70 for the first 100,000 cubic yards, plus \$38.85 for each additional 10,000 cubic yards or fraction thereof.
vi. Water Division Plan Check	25% of GES Plan Check Fees
vii. Building Plan Check	50% of GES Plan Check Fees
viii. Zoning Plan Check	25% of GES Plan Check Fees
h. Plan check by outside consultant is the plan check set by this resolution plus consultant fee at contract hourly rate	
i. Additional plan review required by changes, additions or revisions to approved plans (minimum charge – one half hour)	\$82 1 st ½ hr \$72 ea add ½ hr
j. Water Quality Management Plan (WQMP) review to ensure Compliance with National Pollutant Discharge Elimination System (NPDES)	
i. Priority WQMP	\$546.00
ii. Non-priority WQMP	\$273.00
k. Fire Plan Check/Inspection	\$123.00
l. Inspection Fees	100% of GES Plan Check Fees
i. Inspection outside of normal business hours (minimum charge – three hours)	\$123.00 1st hr + \$94 ea add hr
ii. Reinspection fees assessed under section provisions	\$57.00/each
iii. Inspections for which no fee is specifically indicated (minimum charge – one hour)	\$123.00 1 st hr + \$94 ea add hr

- m. Grading Bond (based on any of the largest quantities of cut, fill, import, export; or sum of excavation and over-excavation):

For flat land	\$2.00/c.y.
For slope/hillside	\$2.50/c.y.

- 6. Annual Utility Permit Fees: Applicable to permits issued to AT&T, Southern California Gas, Southern California Edison, and any other public utility as approved by the Director of Public Works.

- a. Initial Issuance Fee \$ 161
- b. Supplemental Permits \$ 47 per supplemental permit
- c. Plan check and inspection Actual cost of staff time, plus overhead for plan review and inspection to be billed monthly to the permittee.

- 7. Monitoring wells (public property)

- a. Annual Permit: Applicable for accessing monitoring wells when travel lane closure occurs on an arterial street.

- i. Issuance Fee \$ 47
- ii. Plan Check \$ 52
- iii. Inspection \$ 47/well

- b. Monitoring Well Construction
(Encroachment Agreement fees for construction of a new well on public property are provided in "I" below.)

- i. Issuance Fee \$ 47
- ii. Plan Check \$ 198
- iii. Inspection \$ 94/well

- iv. Cash Bond \$5,000 Refunded after well construction is complete.

- c. Monitoring Well Destruction

i. Issuance Fee	\$ 47
ii. Plan Check	\$ 52
iii. Inspection	\$ 94/well
iv. Cash Bond	\$5,000 Retained by City for the life of the well and refunded after well is destructed and site restored to its original, or better, condition

F. Overtime Inspection

Inspection for after hours and on weekends, if approved by the City, will be charged at an inspection rate of 150% of the above-stated inspection fees (\$71 and 4 hour minimum).

G. Deposits for Public Work Permits

A cash deposit, as specified below, shall be required in conjunction with Engineering permits to:

1. Guarantee compliance with any restrictions in work hours (lane closures) stated on a permit.

Failure to comply with the stated work hours will result in the City deducting from the deposit an assessment of \$250 for every 15 minutes or a portion thereof for any work or lane closure performed in violation of the hours stated on the permit.

Deposit Amount: \$2,000

2. Pay for any cleanup or repairs that the City finds necessary to have done due to the contractors' inattention or failure to correct the problem in a timely manner.

Deductions for repair and/or cleanup shall be at the cost of the work plus the City's overhead.

Deposit Amount: \$2,000

3. Request trench inspection services for residential and/or arterial streets.

- a. Refundable deposit amount for residential streets: \$1,250.

- b. Refundable deposit amount for arterial streets: \$2,500.
- 4. Guarantee protection and/or restoration of public property to its original condition after a special event in which attendance is estimated at 500 or greater. Deductions for cleaning and/or repair shall be for City crew labor, material, and overhead costs.

Deposit Amount: \$1,000

H. Streetlight Plans

Streetlight plans prepared by the City not covered by fees for tract maps or parcel maps shall be subject to a fee of \$438 per page.

I. Encroachment Agreements

A fee of \$925 plus recording fee shall be charged for processing encroachment agreements. Encroachment agreements are required for the use or occupation of public lands or right of way, excluding temporary street occupancy permits as provided in "E" above. The renewal fee for these agreements and permits shall be \$579 plus recording fee. (This section does not apply to Cellular Antenna Sites. These will be done on an individual request basis.)

J. Miscellaneous Fees

- | | |
|--|---|
| 1. Photocopies | \$ 0.15 each |
| 2. Centerline ties and speed surveys | \$17.00 for the first
\$ 5.00 for each additional |
| 3. Blue line prints | \$ 4.60 each for a sheet
up to 2' x 3'

\$ 0.90 per square foot for
oversize sheets

\$ 1.20 per sheet if picked up by
others for printing |
| 4. Downtown Parking Permit
Issuance Fee | \$ 6.00 each permit |

- | | |
|--|--|
| 5. Change of existing street
address or addition of new
street address | \$175 per address plus cost of
Police and fire review |
| 6. County Recorder's Office Recordation
Processing Fee | \$60 plus recording fee |

WATER UTILITY

Section 2. Pursuant to Section 21.20.030 of the Fullerton Municipal Code, Public Works processing and permit fees, charges, and deposits for the Water Utility shall be as follows:

A. ADMINISTRATIVE

Service Establishment Charge	\$ 10
Service Turn On Charge – future date	\$ 21
Service Turn On Charge – Same Day Request	\$ 52
Service Turn On, Outside of Regular Business Hours	\$ 78
Late Charge	\$ 10 or 10% of bill, whichever is greater
Damaged Lock Charge	\$ 26
Returned Check Charge	See "Administrative Fees"
Check Read Charge	\$ 25
Special Posting/Shutoff Charge	\$ 20
Deposit for: 1) new Service and/or 2) Clean and Show	Twice the average monthly bill
Reconnection Charge	\$ 21
Reconnection Charge, Day of Request	\$ 52
Reconnection Charge Outside of Regular Business Hours	\$ 78

B. TEMPORARY SERVICE

Temporary Service Deposit:	
1" meter	\$ 400
3" meter and larger	\$ 1,000
Temporary Service Permit:	
Metered	\$ 148
Existing meter	\$ 189
Unmetered	\$ 51
Temporary Service Relocation Fee	\$ 93

C. DAILY SERVICE CHARGE:

1" meter	\$ 1
3" meter	\$ 2

WATER UTILITY

D. EXISTING FRONT FOOTAGE FEE

6-inch	\$35
8-inch	\$40
10-inch	\$49
12-inch	\$58
16-inch	\$68

E. METER TEST DEPOSIT

1" or smaller	\$175
1 ½" and 2"	\$175

F. WATER PLAN CHECK AND INSPECTION FEES

Upgrade existing 1" or smaller service meter	\$673
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Upgrade of an existing ¾" service requires the abandonment of the existing service line and hot tapping 1" service line

Minor modification of existing 1" or smaller Service meter	\$230
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Minor modifications include replacing 5/8" Meter with 1" meter and/or installing a customer Shutoff valve and nipple

Upgrade existing 2" service (1-1/2" or 2" meter)	\$1,457
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Upgrade existing 4" service (3" or 4" meter)/fire service	\$1,457
--	---------

Upgrade existing 6" or larger service/meter/fire service	\$1,457
---	---------

Upgrade of an existing large service requires addition of materials to the existing service line to bring that service to meet current City Standards. Engineering plans and calculations are required.

New 1" service (5/8" or 1" meter)	\$1,082
New 2" service (1-1/2" or 2" meter)	\$1,082
New 4" service (3" or 4" meter)	\$1,633
New 6" service (6" or larger meter)	\$1,633

WATER UTILITY

New 4" fire line	\$1,851 plus \$218 for preparation of Water Improvement Plan
New 6" or larger fire line	\$1,851 plus \$218 for preparation of Water Improvement Plan
Abandon service 2" or smaller	\$1,525
Abandon service 4" or larger	\$1,636
New backflow device for 2" or smaller meter	\$620
New backflow device for 3" or 4" meter	\$711 plus \$145 for preparation of Water Improvement Plan
New backflow device for 6" or larger meter	\$711 plus \$145 for preparation of Water Improvement Plan
New fire hydrant	\$1,221
Additional backflow devices	\$60
Replace existing backflow devices	\$225
Upgrade existing backflow devices	\$225
Replace existing fireline backflow	\$988
Additional inspection for multiple items	\$102/hour

If the estimated construction cost for the job exceeds \$35,000 or the project involves water main installation, Water Engineering will require a bond calculation for the job. Water Engineering will take in a cash deposit of 10% of the estimated construction costs for plan check and inspection. At conclusion of the project, the City will review all expenditures on the project and either refund the remaining deposit or bill the owner for all expenses in excess of the cash deposit.

WATER UTILITY SEWER FEES

Section 3. Pursuant to Sections 8.44.080 H. of the Fullerton Municipal Code, processing and permit fees for hardship exemption permits shall be as follows:

A.	Application / Processing	\$ 250
B.	Permit Issuance	\$ 40
C.	Annual Renewal	\$ 100

Fixed Fee Based on Meter Size:

Each affected water customer shall pay a monthly fixed fee based on the hydraulic capacity of the water meter: Residential customers shall pay only the fixed fee for a 5/8" meter regardless of actual meter size:

Meter Size	Monthly Fixed Charge:
5/8"	\$.66
.75"	\$.66
1"	\$1.66
1.5"	\$3.32
2"	\$5.30
3"	\$9.95
4"	\$16.58
6"	\$33.15
8"	\$53.05
10" and greater	\$96.15

WATER UTILITY SEWER FEES

Commodity Rates by Customer Type

Each affected water customer will be placed into one of the rate types shown below according to the customer type and fees will be charged at that rate based on the actual usage of water by the affected property. The commodity rates shall be based on each 1,000 gallons of water consumed, and the percentage shown in the "Consumption Allowance" column:

Rate Code	Customer Type	Rate per 1,000 gallons of water consumed:	Consumption Allowance
1	Single-family residential	\$1.90	Charge applied to 40% of water consumed
2	Multi-family residential	\$1.90	Charge applied to 40% of water consumed
3	Residential w/ agricultural use (see note)	\$1.90	Charge applied to 20% of water consumed
4	Industrial	\$1.90	Charge applied to 95% of water consumed
5	Industrial w/effluent meter/s	\$1.90	Charge applied to 100% of effluent meter flow
6	Commercial—Non FSE*	\$1.58	Charge applied to 100% 95% of water consumed
7	Commercial—FSE*	\$1.90	Charge applied to 100% 95% of water consumed
8	Outside City Commercial	\$1.58	Charge applied to 100% 95% of water consumed
9	Municipal	\$1.58	Charge applied to 100% of water consumed
10	Industrial w/ Pre-Treatment	\$1.20	Charge applied to 10% of water consumed

*FSE: Food Service Establishment

Rate Code 3 Note: A resident applying for the Residential with Agricultural Use rate must submit a completed application form and a \$50 application fee to cover the cost of inspection and verification.

WATER UTILITY SEWER FEES

Fats, Oils, and Grease (FOG) fees to be paid by Food Service Establishments.

The amount to be charged to each food service establishment for an annual fats oils and grease discharge permit shall be \$100.

Each affected water customer identified as a food service establishment shall pay a charge per 1,000 gallons of water in addition to the base rates:

FSE Type:	Additional Rate per 1,000 Gallons
Regular FSE	\$.06
Heavy Discharger	\$.13
Non-Compliant Discharger	\$.26

Life Line Customers

The Director of Public Works or designee may implement the alternative fee schedules based on engineered estimates of the rate of return to the sewer system and flow strengths, for residential, commercial, or industrial customers as necessary. The charge per 1,000 gallons will be at the rate appropriate for the type of customer (e.g. residential, commercial, industrial, etc.). The Public Works Director or designee may place a customer on any of the rate following rate types to ensure the charges are as accurate as possible

WATER UTILITY SEWER FEES

To qualify for the Life Line rate, customers must meet the income criteria shown below. The criteria are based on HUD Income Guidelines for Orange County for families making 50% of the median family income, and will be adjusted each year as HUD published new guidelines:

Number of Persons in Household*	Income Limit	Monthly Water Usage in Gallons Subject to Life Line Rate:
1	Up to \$32,800	8,000
2	Up to \$37,500	16,000
3	Up to \$42,200	24,000
4	Up to \$46,850	32,000
5	Up to \$50,600	40,000
6	Up to \$54,350	48,000
Each additional person	\$5,800	8,000 for each additional person

*The number of persons shall be the number of dependents claimed by the property owner. Renters who share the residence and transient occupants shall not be included as "persons in household."

An application for the low income rate will be required and proof of income and occupancy will be required via IRS Form 1040, 1040A, 1040EZ etc. Income and number of persons shall be subject to annual verification by the City.

WATER UTILITY SEWER FEES

The low-income rate shall be applied as follows:

A total of 8,000 gallons per person per month shall be allowed and charged at a 20 percent rate of return for all discharged sewage under the Equivalent Dwelling Unit (EDU) limit. Any sewage discharged in an amount greater than the EDU limit will be billed at the standard 40 percent rate of return.

Residential Property of 21,780 Square Feet or More

Residential property owners of lot of 21,780 square feet or more shall be charged a 20 percent rate of return.

Alternative Schedules

This Alternative Rate Schedule will be used primarily for mixed water/sewer use where an engineered estimate for consumption is needed and the sewer service charge would not fit the adopted fee models. The Public Works Director or his/her designee may assign a rate of return according to the rate types shown below, or to an appropriate rate of return based on an engineered estimate.

Rate Type	Rate of Return
1	10%
2	20%
3	30%
4	40%
5	50%
6	60%
7	70%
8	80%
9	90%
10	100%

FULLERTON MUNICIPAL AIRPORT

HANGAR, TIE-DOWN AND FIELD USE FEES

Monthly Fee

Tiedowns

\$110

<u>HANGAR NO.</u>	<u>HANGAR DESCRIPTION</u>	<u>APPROX. SQUARE FOOTAGE</u>	<u>RATE PER SQFT</u>	<u>RENT AMOUNT</u>
41-44	Executive Box	2,695	\$0.37	\$1,006
45-58	T-Hangar	827	\$0.51	\$438
59-86	Box	1,419	\$0.42	\$592
87-101	T-Hangar	1,108	\$0.39	\$438
102-104	Executive Box	2,695	\$0.37	\$1,006
105-111	Box	1,494	\$0.42	\$633
112-114	Box	1,330	\$0.37	\$503
115	T-Hangar	1,242	\$0.42	\$517
116	T-Hangar	1,415	\$0.36	\$522
117-124	T-Hangar	1,019	\$0.42	\$438
125	T-Hangar	1,737	\$0.33	\$592
126	T-Hangar	1,189	\$0.42	\$517
127-128	Executive Box	2,695	\$0.37	\$1,006
200-206	Box	1,385	\$0.45	\$623
207-212, 214-217, 220, 221, 223	T-Hangar	1,072	\$0.55	\$590
213, 219, 222	Irreg. Box	1,220	\$0.55	\$671
218, 224	Irreg. Box	1,430	\$0.45	\$644
225	Irreg. Box	1,363	\$0.45	\$613
226-237, 239-260	Box	1,510	\$0.45	\$680
238	Irreg. Box	1,436	\$0.45	\$646

NON AERONAUTICAL RATE

200-206	Box	1,385	\$0.65	\$900
213, 219, 222	Irreg. Box	1,220	\$0.65	\$793
226-237, 239-260	Box	1,510	\$0.65	\$982
225	Irreg. Box	1,363	\$0.65	\$886
238	Irreg. Box	1,436	\$0.65	\$933

SECURITY DEPOSIT/ADMINISTRATIVE FEE

A \$400 refundable security deposit is due upon the execution of a hangar lease.

A \$100 non-refundable administrative fee is due upon the execution of a hangar lease.

HANGAR WAITING LIST/HANGAR SWITCH LIST

A \$100 non-refundable fee will be charged for placement on the hangar waiting list or hangar switch list, and can be applied to satisfy payment of the \$100 administrative fee due upon the execution of a hangar lease.

LATE CHARGES AND IMPOUNDING/GROUNDING FEES

A 10 percent late charge will be assessed to hangar/tie-down tenants for fees not received by the City by the due date shown on the invoice. This fee will be assessed each month thereafter for each month the account remains in arrears.

If the account remains delinquent beyond the third month, an additional \$44 monthly fee will be assessed in addition to the 10 percent late charge, to cover the cost of impounding/grounding of aircraft. The account will be sent to a collection agency if it is not brought current as stated in the impounding/ grounding letter.

PARKING FEES

Visitor Aircraft Parking

\$10/Overnight

Vehicles (Reserved parking lot stalls)

\$40/Month

AIRCRAFT MAINTENANCE AREA

\$10 per day will be charged for based aircraft using the maintenance area after five (5) consecutive days.

ACCESS GATE CARDS / HANGAR KEYS

One (1) access gate card will be issued per each person named on a City hangar/tiedown contract. A \$25 fee will be assessed for each additional or replacement card.

Two (2) hangar keys are issued per each hangar contract. A \$25 fee will be assessed for each additional or replacement key allocated to any hangar.

If a hangar key is lost or stolen, a \$12 fee will be assessed for a lock rekey in addition to the hangar key replacement fee.

If a hangar lock is lost or stolen, a \$106 fee will be assessed for a replacement lock.

COMMERCIAL OPERATORS

A fee of \$150 annually shall be charged for commercial operators (flight instruction, mobile repair, aerial photography, aircraft upholstery, air charter, aircraft detailing, etc.) operating on the Airport.

PRIVATE EVENTS

A \$150 fee will be charged for private events held at the Fullerton Airport.

AIRPORT ENTERPRISE OPERATIONS

The Airport Manager is authorized to sign aircraft storage agreements in a form approved by the City Attorney. The Airport Manager is authorized to sign commercial operating agreements in a form approved by the City Attorney with review of the City Manager. The City Treasurer/Revenue and Utility Services Manager are authorized to administer airport leases and to collect the rents in the terms specified in the lease agreement.

Fuel Flow Fee

\$0.11/gallon delivered

**COMMUNITY DEVELOPMENT DEPARTMENT
MECHANICAL PERMIT, PLUMBING PERMIT
AND ELECTRICAL PERMIT FEES**

1. Pursuant to Section 14.09.050 of the Fullerton Municipal Code, the Permit Fees for issuing Mechanical Permits shall be as follows:

For the issuance of each permit using City standard plan or where no plan check required.....	\$15.00
For the issuance of each permit requiring plan check.....	\$45.00
Permit surcharge for permit system upgrade	\$6.71
Permit Extension Fee.....	\$39.00 Flat Fee
Plan Processing Fee.....	\$59.00
Document Imaging Fee: \$0.18 for each 8 1/2" x 11" sheet and \$1.32 per sheet of building plans (24"x 36")	
Minimum inspection fee for any appliance or system	\$123.00 1 st hr + \$94 ea add hr
Minimum inspection fee for any change in the refrigerant of an existing system	\$123.00 1 st hr + \$94 ea add hr
Inspection fee outside of normal business hours (minimum charge of three hours)	\$123.00 1 st hr + \$94 ea add hr
Reinspection fee	\$57.00/each
For the installation or relocation of each forced air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 BTU/h	\$18.25
For the installation or relocation of each forced air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 BTU/h.....	\$22.52
For the installation or relocation of each fan coil, heat pump or wall air conditioner	\$18.25
For the installation or relocation of each suspended heater, recessed wall heater, dual packaged unit, or floor mounted unit heater or floor furnaces.....	\$18.25
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$8.11
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this Code	\$18.25

For relocating existing duct work.....	\$18.25
For the installation or relocation of each boiler or compressor less than three horsepower, or each absorption system up to and including 100,000 BTU/h.....	\$18.25
For the installation or relocation of each boiler or compressor of three horsepower up to and including 15 horsepower, or each absorption system over 500,000 BTU/h	\$28.52
For the installation or relocation of each boiler or compressor over 15 horsepower up to and including 30 horsepower, or each absorption system over 500,000 BTU/h up to and including 1,000,000 BTU/h.....	\$40.54
For the installation or relocation of each boiler or compressor over 30 horsepower up to and including 50 horsepower, or for each absorption system over 1,000,000 BTU/h and including 1,750,000 BTU/h.....	\$59.11
For the installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 BTU/h.....	\$87.36
For each air-handling unit up to and including 10,000 cubic feet per minute, including ducts attached thereto.....	\$18.25
NOTE: This fee shall not apply to an air handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this Code.	
For each air handling unit over 10,000 CFM	\$22.52
For each evaporative cooler other than portable type	\$18.25
For each ventilation fan connected to a single duct	\$8.11
For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.....	\$12.18
For the installation of any commercial kitchen hood system and other ducts requiring a shaft	\$48.91
For the installation of a product-conveying exhaust duct system including wood dust and flammable vapor	\$97.92
For the installation of each hood, which is served by mechanical exhaust not requiring a shaft, including the ducts for such hood.....	\$18.25
For each appliance or piece of equipment regulated by this Code but not classed in other appliance categories, or for which no other fee is listed in this Code such as gas stoves/cooking islands.....	\$12.18

2. Pursuant to Section 14.09.050 of the Fullerton Municipal Code, the Plan Review Fees shall be as follows:

MECHANICAL

Any mechanical system for which a plan check fee is required shall be designed by a licensed mechanical engineer or a licensed contractor, designing and performing the work.

Any change in the refrigerant of an existing system.....	\$90.05
Any mechanical system in which the aggregate BTU input/capacity for either comfort heating or comfort cooling is 1,000,000 BTU or greater	50% of permit fee (\$37.36 min.)
Any mechanical system comprised of single heating or comfort cooling air handling with a capacity of 10,000 CFM or greater...	50% of permit fee (\$37.36 min.)
Any commercial kitchen hood system	50% of permit fee (\$48.98 min.)
Any product-conveying exhaust duct system(s)	50% of permit fee or \$98.05 min.
Any new mechanical system associated with the new construction of Occupancy Groups A, B, E, F, H, I, L,M, S, R-1 having 10 or more units and R-3 having 5,000 sq. ft. or more .	50% of permit fee (\$38.91-min.)

EXCEPTION: In identical installations in more than one building on a single project and if the Building Official so finds, the plan check fee may be waived for other than the representative sample.

3. Pursuant to Section 14.07.040 of the Fullerton Municipal Code, the Permit Fees for issuing Plumbing Permits shall be as follows:

For the issuance of each permit using City standard plan or where no plan check required.....	\$15.00
For the issuance of each permit requiring plan check.....	\$45.00
Permit surcharge for permit system upgrade	\$6.71
Permit Extension Fee.....	\$39.00 Flat Fee
Plan Processing Fee.....	\$59.00
Document Imaging Fee: \$0.18 for each 8 ½" x 11" sheet and \$1.32 per sheet of building plans (24"x 36").....	

Minimum inspection fee for any plumbing fixture (unless noted otherwise)	\$123.00 1 st hr + \$94 ea add hr
Inspection fee outside normal business hours (minimum charge of 3 hours)	\$123.00 1 st hr + \$94 ea add hr
Inspection fee for replacement of existing water heater with standard storage tank	\$20.00
Reinspection fee	\$57.00/each
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow protection)	\$8.11
Roof drain systems - per drain (inside building)	\$8.11
For each water heater and/or vent	\$8.11
For each gas piping system of 1 to 4 outlets	\$8.11
For each gas piping system of 5 or more outlets, per outlet	\$2.17
For each industrial waste pre-treatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	\$8.11
For installation, alteration or repair of water piping and/or water treating equipment	\$8.11
For repair or alteration of drainage or vent piping	\$8.11
For each lawn sprinkler system on any one meter, including backflow protection devices	\$8.11
Swimming pools (flat fee). This fee includes all water, gas and waste systems and other directly-related work	\$89.39
For vacuum breakers or backflow protective devices on tanks, vats, etc. or for installation on unprotected plumbing fixtures including necessary water piping - 1 to 4	\$8.11
5 or more, each	\$2.04

EXCEPTION: Permits are not required for a cord-connected dishwasher, garbage disposal or water softener replacement not requiring modification of a previously-approved installation.

4. Pursuant to Section 14.07.040 of the Fullerton Municipal Code, the Permit Fees for issuing Sewer Permits shall be as follows:

For the issuance of each permit using City standard plan or where no plan check required	\$15.00
For the issuance of each permit requiring plan check	\$45.00
Permit surcharge for permit system upgrade	\$6.71

Permit Extension Fee.....	\$39.00 Flat Fee
Plan Processing Fee.....	\$59.00
Document Imaging Fee: \$0.18 for each 8 ½" x 11" sheet and \$1.32 per sheet of building plans (24"x 36")	
Minimum inspection fee for any sewer connection.....	\$123.00 1 st hr + \$94 ea add hr
For connecting building sewer to public sewer.....	\$21.46
For the installation of septic tank seepage pit, drainfield extension, cesspool, drywell, manhole.....	\$39.71
For connecting building sewer to septic tank	\$42.70
For connecting additional building or work to existing sewer.....	\$22.51
For altering, repairing or abandoning building sewer or private disposal system	\$28.52
Reinspection fee	\$57.00/each
Inspection fee outside normal business hours (minimum charge of three hours)	\$123.00 1 st hr + \$94 ea add hr

5. Pursuant to Section 14.07.040 of the Fullerton Municipal Code, the Plan Review Fees shall be as follows:

PLUMBING AND SEWERS

Any plumbing system for which a plan check fee is required shall be designed by a licensed mechanical engineer or a licensed contractor, designing and performing the work.

Any plumbing system having 180 fixture units or more within a single building.	50% of permit fee (\$37.36 min.)
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Any gas line serving one or more buildings with an aggregate demand of 1,000,000 BTUs or greater.....	\$90.05 plus \$8.85 for ea. building over one
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Any sewer collection system serving more than one building with an aggregate load of more than 180 drainage fixture units.	\$45.04 plus \$8.89 for ea. building over one
--	--

Any new plumbing system associated with the new construction of Occupancy Groups A, B, E, F, H, I, L,M, S, R-1 having 10 or more units and R-3 having 5,000 sq. ft. or more ...	50% of permit fee (\$37.36 min.)
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Any restaurant or food facility 50% of permit fee (\$37.36 min.)

EXCEPTION: In identical installations in more than one building on a single project and if the Building Official so finds, the plan check fee may be waived for other than the representative sample.

6. Pursuant to Section 14.05.040 of the Fullerton Municipal Code, the Permit Fees for issuing Electrical Permits shall be as follows:

For the issuance of each permit using City standard plan or where no plan check required.....	\$15.00
For the issuance of each permit requiring plan check.....	\$45.00
Permit surcharge for permit system upgrade	\$6.71
Permit Extension Fee.....	\$39.00 Flat Fee
Plan Processing Fee.....	\$59.00
Document Imaging Fee: \$0.18 for each 8 1/2" x 11" sheet and \$1.32 per sheet of building plans (24"x 36").....	
Minimum inspection fee	\$123.00 1 st hr + \$94 ea add hr
Inspections outside normal business hours (minimum charge of three hours)	\$123.00 1 st hr + \$94 ea add hr
Reinspection fee	\$57.00/each
New single or multiple-family residential construction, including all electrical installations therein	\$0.06 per square foot of the residential building and \$0.05 per square foot for detached or attached garage on the same service; also, \$22.91 for each service meter and service equipment.

New hotel and motel construction, including all electrical installations therein	\$0.05 per square foot of the residential building and \$0.04 per square foot for detached or attached garage on the same service; also, \$ 22.91 for each service meter and service equipment.
New office and commercial tenant improvements, including all electrical installations therein	\$ 0.07 per square foot of area; also, \$22.91 for each service or subpanel, or per the regular fee schedule, whichever is less.
Each service meter & service equipment over 400 Amp	\$42.70
Each self-contained, factory-wired approved unit such as cooking appliances, home appliances, heating appliances, heaters, vegetable cases, and drinking fountains	\$8.11
Each sub-panel for 400 Amp or less	\$22.91
Each sub-panel over 400 Amp.....	\$36.48
Fixtures, each	\$0.92
Each mercury vapor or similar fixture on pole	\$8.11
Each additional mercury vapor or similar fixture on the same pole.....	\$2.17
Generators, Motors and Transformers	
H.P., K.W., or K.V.A. rating of equipment up to and including one	\$4.06
Over 1 and not over 5	\$8.11
Over 5 and not over 15	\$14.05
Over 15 and not over 50	\$22.65
Over 50 and not over 100	\$36.48
Over 100 and not over 500	\$58.95
Over 500.....	\$87.36

Swimming Pools (flat fee)	\$89.40
This fee includes all switches, circuit breakers, GFI, relays, time clocks and other directly-related pool equipment or devices.	
Outlets, switches and receptacles, each	\$0.92
Each 5 feet or fraction thereof multiple outlet assembly shall be counted as one outlet	\$0.92
Electrical sign (flat fee per sign). Includes all letters, transformers, ballasts, circuits and other directly-related electrical equipment.....	\$18.63
Any temporary electrical service	\$75.32
Distribution subpanel for temporary construction power (each panel)	\$14.19
Each time clock	\$8.11

Electrical Maintenance Permit

A fee of \$ 168.77 shall be paid for each annual Industrial Maintenance Electrical Permit issued for the maintenance and continued operation of previously-approved electrical systems involved in the industrial process. Such permit shall be valid for a period of six months, and authorizes the replacement of existing components of the industrial process with like components. At the end of the six-month period, an itemized list of the replaced components shall be submitted to the Building Official, and fees based upon the work done, as itemized in the fee schedule, shall be paid. All replacement parts and equipment shall be inspected, and upon approval, the maintenance permit finalized. This permit does not authorize the installation of any new equipment, except as replacement only, or any other type of modification to the electrical system.

7. Pursuant to Section 14.05.040 of the Fullerton Municipal Code, the Plan Review Fees shall be as follows:

ELECTRICAL

Pursuant to Section 14.05.030 of the Fullerton Municipal Code, electrical systems of 400 Amps or greater or 600 volts to ground or greater, shall be designed by an electrical engineer registered by the State of California.

Any electrical system or service totaling 400 Amps	50% of permit fee (\$37.36 min.)
Any electrical system associated with a hazardous occupancy or location	50% of permit fee (\$37.36 min.)
Any electrical system associated with the new construction of	50% of permit

Occupancy Groups A, B, E, F, H, I, L,M, S, R-I having 10 units fee
or more and R-3 having 5,000 sq. ft. or more (\$37.36 min.)

EXCEPTION: For identical installations in more than one building on a single project and if the Building Official so finds, the plan check fee may be waived for other than the representative sample.

**COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING PERMITS AND FIRE BUILDING PLAN CHECK
AND INSPECTION FEES**

1. Pursuant to Section 14.03.050 of the Fullerton Municipal Code, the Use Fees for processing and issuing Building Permits shall be as follows:

For the issuance of each permit using City standard plan or where no plan check required.....	\$15.00
For the issuance of each permit requiring plan check.....	\$45.00
Permit surcharge for permit system upgrade	\$6.71
Permit Extension Fee.....	\$39.00 Flat Fee
Plan Processing Fee.....	\$59.00

TABLE NO. 1-A

<u>TOTAL VALUATION</u>	<u>FEE</u>
Minimum Inspection Fee.....	\$123.00 1 st hr + \$94 ea add hr
\$1.00 to \$500.00.....	\$20.11
\$501.00 to \$2,000.00.....	\$20.11 for the first \$500 plus \$4.05 for each additional \$100.00 or fraction thereof, up to and including \$2,000.00.
\$2,001.00 to \$25,000.00.....	\$80.41 for the first \$2,000.00 plus \$11.39 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00.
\$25,001.00 to \$50,000.00.....	\$342.46 for the first \$25,000.00 plus \$1.47 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00.
\$50,001.00 to \$100,000.00.....	\$379.29 for the first \$50,000.00 plus \$4.05 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00.
\$100,001.00 and up.....	\$580.32 for the first \$100,000.00 plus \$3.35 for each additional \$1,000.00 or fraction thereof.

Other inspections and fees:

- | | |
|---|---|
| (1) Inspections outside of normal business hours (minimum charge - three hours)..... | \$123.00 1 st hr +
\$94 ea add hr |
| (2) Reinspection fee..... | \$57.00/each |
| (3) Inspections for which no fee is specifically indicated (minimum charge - one hour)..... | \$123.00 1 st hr +
\$94 ea add hr |
| (4) For inspection of any use, occupancy or change of use or occupancy (minimum charge - one hour)..... | \$123.00 1 st hr +
\$94 ea add hr |
| (5) Additional plan review required for changes, additions or revisions to approved plans (minimum charge - one-half hour)..... | \$82 1st ½ hr
\$72 ea add ½
hr |
| (6) Plan check review as required by Seismic Hazard Mapping Act (minimum charge - one hour)..... | \$90.05/hour |
| (7) Accelerated plan checks, in addition to the plan check fee, outside of normal business hours (minimum charge - one hour)..... | \$90.05/hour +
plan check fee |
| (8) Accelerated plan check by outside consultant is the plan check fee set by this resolution plus the contract hourly rate. | |
| (9) Required seismic safety fee pursuant to Section 2707 of the Public Resources Code as follows: | |
| Residential under 3 stories except hotels/motels \$0.12 per \$1,000 valuation. | |
| Residential over 3 stories including hotels/motels \$0.24 per \$1,000 valuation. | |
| Commercial/Industrial \$0.24 per \$1,000 valuation. | |
| (10) NPDES FEE – Added to all building, pool and demo permits 5% of permit fee minimum or \$10.92. | |
| (11) General Plan Update Fee | |
| \$1.67 per \$1,000 valuation, \$1.00 minimum. | |
| (12) Zoning Plan Check Fee 0.03% of valuation (minimum fee \$21.84) | |
| (13) Building and Other Permit Records Research (minimum fee: \$28.00)..... | \$28.00 per hour
plus \$0.15/copy
(Xerox), \$0.41
(microfilm copy) |
| (14) Building and Other Code Appeals..... | \$400.00
Plus any expert
fee |

- (15) Document Imaging Fee: \$0.18 per 8 ½" X 11" sheet and \$1.32 per sheet of building plans (24" x 36")
- (16) Process and issuance of 30 day Temporary Occupancy Permit..... \$450.00/per request
- (17) Business License Review Fee..... \$22.00
- (18) Deputy Inspector Certification Annual Fee \$57.00 Total
- (19) Deputy Inspector Certification Program
- (20) Review of Alternative Material and Methods to comply with Section 104.11 per Appendix Chapter 1, 2007 CBC \$169.00/hour (1 hr min.)

Pursuant to Section 14.03.050 of the Fullerton Municipal Code, the fee for Fire Building Plan Check and Inspection assessed under the provisions thereof shall be as follows:

<u>TOTAL VALUATION</u>	<u>FEE</u>
Minimum Inspection Fee \$1.00 to \$500.00	\$123.00 1 st hr + \$94 ea add hr \$4.95
\$501.00 to \$2,000.00	\$4.95 for the first \$500.00 plus \$0.99 for each additional \$100.00 or fraction thereof, up to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$19.66 for the first \$2,000.00 plus \$2.79 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$84.00 for the first \$25,000.00 plus \$0.35 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$93.02 for the first \$50,000.00 plus \$0.98 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00
\$100,001.00 and up	\$142.36 for the first \$100,000.00 plus \$0.82 for each additional \$1,000.00 or fraction thereof

2. Pursuant to Section 14.03.050 of the Fullerton Municipal Code, the Building Valuation Table used to determine construction value shall be as follows:

VALUATION ESTIMATES PER SQUARE FOOT
SOURCE: ICC Building Valuation Data, Published February 2010

Building Valuation Estimates Per Square Foot

Group (2007 California Building Code) Occupancy/Use	Type Of Construction									
	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB	
A-1 Assembly, theaters, with stage	\$204.81	\$197.85	\$192.77	\$184.35	\$172.81	\$168.11	\$177.81	\$158.10	\$151.39	
A-1 Assembly, theaters, without stage	\$187.37	\$180.42	\$175.33	\$166.91	\$155.51	\$150.71	\$160.37	\$140.70	\$133.99	
A-2 Assembly, nightclubs	\$155.74	\$151.36	\$147.50	\$141.90	\$133.46	\$129.73	\$136.84	\$121.02	\$116.96	
A-2 Assembly, restaurants, bars, banquet halls	\$154.74	\$150.36	\$145.50	\$140.90	\$131.46	\$128.73	\$135.84	\$119.02	\$115.96	
A-3 Assembly, churches	\$189.22	\$182.27	\$177.18	\$168.75	\$157.33	\$152.53	\$162.22	\$142.51	\$135.80	
A-3 Assembly, general, community halls, libraries, museums	\$158.87	\$151.92	\$145.83	\$138.41	\$125.97	\$122.17	\$131.88	\$111.16	\$105.45	
A-4 Assembly, arenas	\$185.37	\$179.42	\$173.33	\$165.91	\$153.51	\$149.71	\$159.37	\$139.70	\$132.99	
B Business, Offices, Fire Stations, Banks	\$158.40	\$152.65	\$147.57	\$140.34	\$127.30	\$122.71	\$134.52	\$111.81	\$106.68	
E Educational	\$171.53	\$165.59	\$160.55	\$153.20	\$141.88	\$134.72	\$147.82	\$123.99	\$118.32	
F-1 Factory and industrial, moderate hazard	\$93.92	\$89.61	\$84.47	\$81.69	\$73.14	\$69.92	\$78.41	\$60.29	\$56.97	
F-2 Factory and industrial, low hazard	\$92.92	\$88.61	\$84.47	\$80.69	\$73.14	\$68.92	\$77.41	\$60.29	\$55.97	
H-1 High Hazard, explosives	\$88.02	\$83.71	\$79.57	\$75.79	\$68.42	\$64.20	\$72.51	\$55.51	N.P.	
H2 3 4 High Hazard	\$88.02	\$83.71	\$79.57	\$75.79	\$68.42	\$64.20	\$72.51	\$55.51	\$51.25	
H-5 HPM	\$158.40	\$152.65	\$147.57	\$140.34	\$127.30	\$122.71	\$134.52	\$111.81	\$106.68	
I-1 Institutional, supervised environment	\$159.08	\$153.80	\$148.95	\$142.51	\$130.74	\$127.30	\$138.80	\$117.44	\$112.84	
I-2 Institutional, hospitals	\$266.39	\$260.64	\$255.56	\$248.33	\$234.50	N.P.	\$242.51	\$219.11	N.P.	
I-2 Institutional, nursing homes	\$185.58	\$179.83	\$174.76	\$167.53	\$154.81	N.P.	\$161.71	\$138.41	N.P.	
I-3 Institutional, restrained	\$180.47	\$174.72	\$169.84	\$162.41	\$150.60	\$145.01	\$155.58	\$135.20	\$127.96	
I-4 Institutional, day care facilities	\$159.09	\$153.50	\$148.95	\$142.51	\$130.74	\$127.30	\$138.80	\$117.44	\$112.84	
M Mercantile, Stores	\$115.80	\$111.42	\$108.56	\$101.95	\$93.15	\$80.42	\$97.00	\$80.71	\$77.65	
R-1 Residential, hotels	\$160.44	\$154.84	\$150.29	\$143.85	\$132.24	\$128.89	\$140.31	\$118.85	\$114.38	
R-2 Residential, multiunit family	\$134.26	\$128.86	\$124.11	\$117.67	\$106.72	\$103.28	\$114.78	\$93.42	\$88.82	
R-3 Residential, one- and two-family	\$124.88	\$121.41	\$118.43	\$115.31	\$111.87	\$108.18	\$113.40	\$104.09	\$97.95	
R-4 Residential, care/assisted living facilities	\$159.09	\$153.50	\$148.95	\$142.51	\$130.74	\$127.30	\$138.80	\$117.44	\$112.84	
S-1 Storage, moderate hazard	\$87.02	\$82.71	\$77.57	\$74.79	\$66.42	\$63.20	\$71.81	\$53.51	\$50.25	
S-2 Storage, low hazard, Public Garages	\$85.02	\$81.71	\$77.57	\$73.79	\$65.42	\$62.20	\$70.51	\$53.51	\$48.26	
U Utility, miscellaneous	\$68.13	\$64.29	\$60.15	\$56.88	\$50.70	\$47.41	\$54.03	\$39.33	\$37.47	

- a. Private Garages use Utility, miscellaneous
b. Unfinished basements (all use Group) = \$15.00 per sq. ft.
c. For shell only buildings deduct 20 percent
d. N.P. = not permitted
e. Semi-finished basement (all use Group) = \$20.10 per sq. ft.

EQUIPMENT

(Add to above valuation cost)

AIR CONDITIONING:

Commercial \$ 4.41/sq. ft.
Residential..... \$ 3.68/sq. ft.

FIRE SPRINKLER SYSTEMS..... \$ 2.73/sq. ft.

OTHER VALUATION ESTIMATE PER SQUARE FOOT

MISCELLANEOUS IMPROVEMENTS

Greenhouse	\$ 14.27
Swimming Pools	\$ 37.18
Spas (\$3,000 min).....	\$ 37.18
Wall Sign	\$ 37.18
Pole Sign	\$ 44.91
Monument Sign.....	\$ 77.87

RESIDENTIAL ADDITIONS

Residential Addition.....	\$85.32
Patio Cover- Wood.....	\$ 12.68
Aluminum (open).....	\$ 12.68
Aluminum (enclosed).....	\$ 19.03
Solarium Sun Room (enclosed).....	\$ 92.34
(Deck wood).....	\$ 19.03

DEMOLITION..... \$ 1.57

(A demolition bond equal to valuation with a minimum of \$500 is required prior to permit issuance.) Exceptions: Patio covers, block walls and storage sheds.

TENANT IMPROVEMENTS

A complete tenant improvement to create offices, retail sales rooms and similar spaces shall be set at a valuation of \$37.19 per square foot. Installation of T-Bar ceiling shall be set at a valuation of \$3.71 per square foot. Interior partitions shall be set at a valuation of \$6.19 per sq. ft. of wall area.

Tenant improvements (complete)	\$37.19 sq. ft.
T-Bar ceiling, only*	\$3.71 sq. ft.
Interior partitions, only*	\$6.19 sq. ft. (of wall area)

*When no other work or trade is being done.

WALLS & FENCES - VALUATION PER LINEAR FOOT HEIGHT IN FEET

	1	2	3	4	5	6	7	8
Masonry				\$30.99	\$40.19	\$48.73	\$56.88	\$65.01
Fence								
Retaining	\$19.25	\$28.67	\$40.19	\$54.53	\$67.31	\$79.96	\$92.73	\$105.18
Wall								

The valuation of alternate retaining wall system shall be determined by the Building Official.

ROOFS

<u>Type of Roof</u>	<u>Cost (Valuation) per Square</u> <u>(100 sq. ft. = square)</u>
Composition/Built-Up Roofing System	\$167.95
Wood (Class A or B)	\$348.73
Tile/Metal Roofing Systems	\$413.29

3. Pursuant to Section 14.03.050 b. of the Fullerton Municipal Code the Plan Review Fee shall be equal to 87 percent of the permit fee, with a minimum of \$45.02.

A) This fee covers the first three submittals.

B) The submittal Plan Review Fee for each submittal after the third shall be \$149.00.

EXCEPTION: Buildings using identical plans within the same development may be considered by the Building Official as "standard" and each subsequent building plan may be charged a "standard plan check fee" of 45 percent of the original plan check fee.

4. Pursuant to Sections 25402 and 25402.1 of the State of California Public Resources Code, an energy plan check fee equal to 20 percent of the Building Permit Fee is established.

**COMMUNITY DEVELOPMENT DEPARTMENT
ZONING AND PLANNING FEES**

1. Pursuant to Section 21.20.010 of the Fullerton Municipal Code, the fees for zoning and planning services shall be:

A. Amendment.....	\$3,900.00
B. Conditional Use Permit.....	\$3,109.60
C. Major Site Plan.....	\$3,540.16
D. Minor Site Plan.....	\$1,164.80
E. Variance.....	\$2,683.20
F. Zoning Adjustment	\$1,164.80
G. Modification to Plan.....	50% of Filing Fee
H. Appeal from any decision of the Director of Community Development, Zoning Administrator, Redevelopment Design Review Committee, Historic Landmarks Commission or Planning Commission.....	\$182.00
I. Tentative Tract Maps.....	\$3,621.28 (plus \$53.00/lot)
J. Lot Division Tentative Maps.....	\$ 3,296.80
K. Abandonment.....	\$3,510.00
L. Map to revert subdivided land to acreage.....	\$3,135.60
M. Planned Residential Development (concept plan).....	\$2,589.60 (plus \$20.00/lot)
N. General Plan Revision (Text and Map).....	\$3,901.04
O. Specific Plan Preparation or Amendment	\$5,000 deposit with all City costs charged against the balance
P. Major Development Project.....	\$3,614.00
Q. Minor Development Project.....	\$904.80
R. Administrative Restaurant Use Permit	\$904.80

S. Historic Landmark or Historic Landmark District Designation.....	No fee
T. 1. Demolition or Relocation request of a Significant Property, Designated Landmark or property within a designated Landmark District.....	\$1,003.60
2. Demolition or Relocation request of a Significant Property, Designated Landmark or property within a designated Landmark District when filed concurrently with a major site plan or a major development project.....	No Fee
U. Minor changes involving additions, reconstruction, alterations, new construction, etc. of a Designated Landmark or property within a Designated Landmark District and approved by the Director of Community Development	No Fee
V. Significant changes (as determined by the Director of Community Development) involving additions, reconstruction, alterations, new construction, etc. of a Designated Landmark or property within a Designated Landmark District requiring Redevelopment Design Review Committee action.....	\$1,003.60
W. Staff review of Land Use Agreement including, but not limited to, Access Agreements, Parking Agreements and Easement Agreements.....	\$1,000.00 retainer with all City costs charged against balance
X. Plan checking of Landscape and Irrigation Plans.....	\$98.80 \$23.26 hourly review fee will be charged if necessary
Y. Document Imaging Fee.....	\$99.00/item, or \$ 43.00/item if Planning fee is less than \$1,000. Exempt if no Planning fee required.
Z. Sign Review Fee is established with the following schedule:	

<u>TOTAL VALUATION</u>	<u>FEE</u>
(1) \$1.00 to \$500.00.	\$65.52
\$501.00 to \$2,000.00.	\$65.52 for the first \$ 500.00 plus \$3.28 for each additional \$100.00 or fraction thereof, up to and including \$2,000.00.
Over \$2,000.00.	\$127.92 for the first \$2,000.00 plus \$9.83 for each additional \$1,000.00 or fraction thereof.
(2) Business signs designed to move with the wind, such as banners, pennants, and other such devices, for each permit for the display of the total number of such signs.....	\$65.52/permit
AA.Miscellaneous Fees:	
1) Planning Research Fee.....	\$28.00 per hour, plus \$0.18/copy (Xerox), \$0.41 (microfilm copy)
2) Property Owner Mailing Labels.....	\$ 0.40/label
BB.Development Agreement Review.....	\$ 5,200 retainer with all City costs charged against balance
CC. Bond Financing.....	\$ 10,000 retainer with all City costs charged against balance.
DD. Preliminary Project Review.....	\$ 150.00
EE. Security Gate.....	\$ 170.56
FF. Zoning Compliance Letter or ABC Public Convenience and Necessity Affidavit.....	\$ 78.62 minimum, hourly research fee will be charged if necessary.
GG. Business License Review.....	\$22.00
HH. Certificate of Compliance.....	\$ 283.92
II. Waste Management Plan Review.....	\$ 20.00

JJ. Major Project Review..... \$ 10,000 minimum cash
deposit per project

Actual staff time spent will be charged against this deposit. This fee will cover staff time, special studies, consultants, and materials for pre-application and post-application staff costs not covered by standard applicable fees. If less than the deposited amount is required, depositor shall be refunded excess funds. If more than the deposited amount is required, depositor shall be billed for outstanding balance.

KK. Landscape Documentation Package
Review Fee..... Contract Hourly Rate

2. Pursuant to Section 21.20.020 of the Fullerton Municipal Code, the Environmental Impact Report fees shall be:

1. City Fees:

A. Initial Study & Negative

Declaration..... \$ 2,500 minimum cash
deposit per project, not
including 3rd party analysis

Actual staff time spent will be charged against this deposit. If less than the deposited amount is required, depositor shall be refunded excess funds. If more than the deposited amount is required, depositor shall be billed for outstanding balance.

B. Environmental Impact Report..... \$ 5,000 minimum cash
deposit per project, not
including 3rd party analysis

Actual staff time spent will be charged against this deposit. If less than the deposited amount is required, depositor shall be refunded excess funds. If more than the deposited amount is required, depositor shall be billed for outstanding balance.

C. Environmental Analysis/Technical Study... Deposit amount to be
determined based on scope
of work

Actual costs will be charged against this deposit. If less than the deposited amount is required, depositor shall be refunded excess funds. If more than the deposited amount is required, depositor shall be billed for outstanding balance.

D. Fiscal Impact Analysis Fee \$ 10,000 minimum cash
deposit per project.

Actual staff time spent will be charged against this deposit. If less than the deposited amount is required, depositor shall be refunded excess funds. If more than the deposited amount is required, depositor shall be billed for outstanding balance.

E. Traffic Impact Analysis Fee.....

**\$ 5,000 minimum cash
deposit per project**

Costs will be charged against this deposit and will be refunded or billed as needed based on actual cost. Fee includes conducting and reviewing traffic analysis for applicable projects, using the City's computer traffic model. Fee does not include existing turning movement counts, which if needed, will be provided by the applicant for intersections specified by the Engineering Director, nor any collection or review of data dealing with on-site conditions such as parking and circulation. Applicable projects include those that propose to exceed their base floor area ratio, those that propose to exceed their General Plan land use projections, projects which exceed any threshold established through the State Congestion Management Program, and any project determined to have a probable or potential traffic impact as part of the environmental review process. Final results are to be transmitted to the applicant for inclusion in any required project documentation. As an alternative, the City may, at the discretion of the Director of Engineering permit the applicant to coordinate preparation of the traffic impact analysis, in which case the Traffic Impact Analysis Fee will be charged based on actual time to review the applicant's analysis.

State & County Fees:

1. County Recordation Fee..... *
2. State Dept. of Fish & Game Plan Review Fees for projects with other than a state exemption.
 - a. Environmental Impact Report..... *
 - b. Negative Declaration..... *
 - c. State Clerk Processing Fee..... *

**These fees are established by outside agencies and, based on project environmental determination, may be directly payable to the outside agency, not the City.*



Parks and Recreation Department Policy Statement and Fee Schedule

Fiscal Year 2015-16

CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT

2015-16
POLICY STATEMENT AND FEE SCHEDULE

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CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT
2015-16
POLICY STATEMENT AND FEE SCHEDULE PERTAINING
TO PARKS AND RECREATION ACTIVITIES AND PROGRAMS

I. General Program Policies

The programs and activities provided through the Parks and Recreation Department will be made available to the general public; will offer a wide variety of recreational, cultural, and human service opportunities; and will be designed in response to residents' needs and interests.

II. Contract Recreation Programs

A. Definition: Contract programs are programs operated under the auspices of the City, utilizing outside contractors to provide services.

B. Contract Classes: The City shall retain for its use fifty percent (50%) of all revenues generated through contract classes, which shall help to recover costs for administrative overhead, facility maintenance, and utilities incurred through the program. A \$5 marketing fee will be charged per person per class.

C. Fees charged for Parks and Recreation classes shall be established, and changed as necessary, by the Director of Parks and Recreation or his/her designated representative. A nonresident fee of \$6 will be charged per person per program. These fees shall reflect the costs of operating and/or administering the program and will, therefore, reflect the prevailing market for services. The Director shall make all efforts to obtain and/or provide service at the lowest possible cost. If damage is done to any facility, equipment, or park area during the time of permitted use, the applicant will be liable for any costs incurred associated with its repair or replacement.

D. Private outdoor classes which are not a City contract program as defined in A. of this section, must have a permit issued by the Director of Parks and Recreation and pay the following fees:

Up to 19 Participants	\$12 / hour
20 to 39 Participants	\$25 / hour
40+ Participants	\$50 / hour

III. City-Operated Classes and Programs

Definition: City-operated classes and programs are programs offered directly by the City, utilizing City personnel and facilities.

IV. Fullerton Connect Advertising Rates

Tri-annual Parks and Recreation activity guide and City news brochure published in January, May and September and mailed to all Fullerton households. Advertising rates are as follows:

A. Full Page Color Ad 6" x 10.375"	
Center Page	\$1,700 (2 page minimum)
Inside Cover	\$1,000 (front or back)
Inside Page	\$850
B. Full Page Black & White Ad 6" x 10.375"	
Inside Page	\$700
C. Black & White Ads	
Half Page	\$350
Quarter Page	\$175
Eighth Page	\$100

V. Fullerton Tennis Center

A. Reservations

Players may make reservations to use the courts through the Tennis Center not more than one week in advance. Advance reservations shall be charged \$1 per reservation each time.

Walk-on play will be allowed when courts are available. Fees for walk-on play are the same as for reserved play.

B. Court Fees

Monday – Saturday	
7 AM – 10 AM	\$12 / Hour
10 AM - 5 PM	\$8 / Hour
5 PM - 10 PM	\$12 / Hour

Sunday:

7AM – 5 PM	\$8 / Hour
5 PM - 10PM	\$12 / Hour

C. Rental of Ball Machine

Players may rent the ball machine for \$16/hour. The ball machine can only be used on Tennis Center premises.

D. Groups

Commercial use fees will be determined on a case-by-case basis by the Director of Parks and Recreation or his/her designated representative.

VI. Independence Park

A. Hours of Operation

The hours and days of operation shall be established by the Director of Parks and Recreation or other designated City representatives according to the demand and/or conditions affecting the operation of the facility.

Monday - Thursday	12PM - 9PM
Friday - Sunday	12PM - 5 PM

B. Fees

1. Indoor Handball/Racquetball/Gym Passes	
Annual Individual Pass (18 & over)	\$220
Annual Senior Individual	\$180
Monthly Gym Individual pass (18 & over)	\$20
Monthly Gym Senior Individual	\$16

2. Daily Gym Fees	
Adults (18 years and over)	\$3
Senior Citizens	\$3
Children (17 years and under)	Free

3. Hourly Indoor Handball/Racquetball Courts Fees	
General Admission	\$10 / hour

C. Indoor Handball/Racquetball Reservations

Players may make reservations to use the courts through Independence Park not more than 72 hours in advance. Reservations shall be limited to one hour per court. A reservation card shall be sold at \$10 per year. Hours subject to change.

VII. Recreation Mobile Services

Recreation Mobile Services, which include an assortment of play equipment and supervised recreational activities, may be reserved for 4-hour or 2-hour time increments. A \$50 refundable security deposit and \$50 of your nonrefundable fees are due at the time of reservation. The balance is due 5 days prior to the date of the event. Cancellation must be made within 5 days of the event to avoid forfeiture of the deposit. Exceptions may be made for inclement weather. Extended use will be determined on a case-by-case basis. Additional fees may apply to some rentals depending upon number of participants and optional services.

<u>Fee / Deposit</u>
\$220 for 4 hours / \$50
\$150 for 2 hours / \$50

VIII. Day Camp and Summer Playgrounds

Day Camp Regular Day	\$125 / week
Day Camp Extended Day	\$185 / week
Spring/Summer Teen Day Camp	\$185 / week
Sibling discount	\$10 discounted for each additional sibling registered in the same week

Early Bird Discount

\$20 discount per child for registration taken one month in advance, prior to the start of each season

Half Day Camp (before & after playgrounds) \$75 / week

IX. Special Event Fees

A. Fullerton Market

Booths are available for: nonprofit organizations—for the purpose of dispensing information, and fund-raising activities directly related to the nonprofit organization; individuals selling fine arts, homemade crafts, jewelry, and other non-commercially produced items; Fullerton retail/store front businesses for the purpose of advertising and/or selling merchandise directly related to their business and food concessions.

Booths are available for: nonprofit organizations for the purpose of dispensing information, and/or fund-raising activities directly related to the non-profit organization; individuals for the purpose of selling fine arts, homemade crafts, jewelry, and other non-commercially produced items;

Fullerton retail/storefront businesses for the purpose of advertising and/or selling of merchandise directly related to their business and food concessions.

There are a limited number of spaces available for booths at the Market. Due to this limitation the City has allocated spaces to participants as follows:

25% of Market spaces will be allocated for booths used by Businesses and/or Non-profit organizations. 30% of Market spaces will be allocated for booths used by Food Vendors. 45% of Market spaces will be allocated for booths used by Craft Vendors

The City will allocate spaces to participants based on the following formula. If there are more applicants than spaces, the City will allocate spaces to (1) business and/or non-profit organizations based on a first come, first serve basis and to (2) food and craft vendors based on a simple lottery system. The above mentioned formula and system are used in order to provide equal opportunity to all participants.

Rates for Booths:

- Single Space (craft vendor or non-profit organization) - \$35 per week
- Single Space (non-Fullerton based business vendor) - \$55 per week
- Food (Pre-packaged) - \$55 or 10% of gross sales per week
- Food (Full Service/Prepared on-site) - \$45 per week booth rental fee + 10% of Gross Sales per week

B. Fireworks Show & Festival

Booths are available for non-profit organizations for the purpose of food and beverage concessions, "carnival" type games, and event-related novelty concessions. Fullerton-based nonprofit organizations have first priority for booth availability. Nonprofit organizations who serve the Fullerton community are eligible based on space availability.

- Nonprofit Food Booths \$250
- Nonprofit Game/Novelty Booths \$250
- Deposit \$50
- Electrical \$30 / outlet

C. First Night

Booths are available for nonprofit and commercial organizations for the purpose of food and beverage concessions, and event-related novelty concessions.

- Commercial Food Booths or Carts \$275
- Commercial Novelty Products \$275
- Commercial Food Trailer \$350
- Nonprofit Vendor \$225
- Deposit \$100
- Electrical \$30 / outlet

D. Summer Concert Series

Booths are available to for the purpose of food and beverage concessions.

- Food Vendor \$100 or 10% of weekly gross sales

E. Snow Day

Booths are available to for the purpose of food and beverage concessions.

- Food Vendor \$100 or 10% of weekly gross sales
- Residents \$12 Pre-Registration
- Non-Residents \$15 Day of Event
- \$15 Pre-Registration
- \$18 Day of Event

F. Annual Kids Fishing Derby

- Food Vendor \$100 participation fee and 10% of gross sales

CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT

2015-16

POLICY STATEMENT, RULES, REGULATIONS, AND FEE SCHEDULE
REGULATING THE USE OF CERTAIN PARKS AND RECREATION
FACILITIES, ALL PARKS, AND ALL ATHLETIC PLAY FIELDS

This policy statement and fee schedule pertains to the structures at Chapman, Hillcrest, Independence, and Lemon parks; athletic play fields; and other outdoor park uses (except facilities noted in Exhibits C, D, E, and G).

I. General Use

The facilities listed above, all parks, and athletic play fields under the control of the Fullerton Parks and Recreation Department will be made available to the general public (including individuals, groups, and organizations) for the purpose of providing a setting for cultural, social, recreational, human services, sports, leisure-time activities, and programs in the City of Fullerton. The City may charge a fee to offset maintenance, utilities, supervision, equipment use, and administrative expenses due to the use of these facilities, parks and play fields.

Groups of twenty-five (25) people or more are required to obtain a facility use permit prior to using any City park. No individual, group or business may run a private business (including outdoor classes) on public park property without a permit issued by the Director of Parks and Recreation.

II. General Administration

A. Any activity held at a City facility will be conducted according to all laws and will conform to the written regulations of the City of Fullerton and the Parks and Recreation Department as described in this document under section IV. Rules and Regulations.

B. Any group violating the regulations and conditions governing the use of the facilities shall be subject to immediate revocation of facility use privileges and all fees and deposits previously paid will be retained by the City.

C. When groups, organizations, or individuals desire to use the City property on an ongoing basis, such use shall be subject to City Council approval and will be handled through a separate facility use agreement.

Athletic field users must follow the guidelines in "Policy Regarding Parks and Recreation Commission-Recognized Youth Sports Organizations."

III. Facility Reservations

A. Reservations for use of parks - except weddings - must be made at least two (2) weeks in advance. If time permits, a reservation with attendance of less than 50 people may be made less than two (2) weeks in advance. A \$10 processing fee will be charged for reservations made less than two (2) weeks in advance. All park fees are due sixty (60) days prior to the event. Refundable deposits and insurance fees are due thirty (30) days prior to the event.

B. If a park rental is cancelled at least thirty (30) days prior to the date, all fees and deposits will be refunded minus a \$10 processing fee. If a park rental is cancelled at least two (2) weeks prior to the date, all deposits, bounce house fees and one half of the rental fee will be refunded. If park rental is cancelled less than two (2) weeks prior to the date, only deposits and bounce house fees will be refunded. If park rental group fails to cancel the event, only the deposit will be refunded.

C. Park reservations for picnic areas and shelters are not available on the day of a holiday. These areas are available on a first-come, first-serve basis. This policy applies to the following holidays: New Year's, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, and Christmas.

D. Reservations for park buildings, patios, and weddings covered in this exhibit require a nonrefundable fee equal to 50% of the rental fee paid at the time the reservation is made. Sixty (60) days prior to the event, the remaining nonrefundable fees are due. Refundable deposits and insurance fees are due thirty (30) days prior to the event. Failure to pay in full will result in cancellation of reservation.

E. No reservation is firm until an official application form is completed and all fees and deposits are paid in full.

F. The application for reservations shall constitute a contract between the user and the City and will include, in inference, all terms and conditions of these regulations. All applications must be signed by a responsible adult 18 years or older (or 21 years of age when use of alcohol is requested), the president, or other official representative so designated by the board of the requesting organization. At events conducted one-time only, the person signing the application must be present at the event and have the approved application on his/her person. Approved applications are nontransferable to other groups, facilities, dates, or times.

G. The privilege of using any facility will not be granted for a period exceeding one year unless approved by the Director of Parks and Recreation.

H. No use shall be granted in such a manner as to constitute a monopoly for the benefit of any person or organization. A maximum of five (5) days per month may be reserved by any one group unless for department and/or department co-sponsored groups.

I. No group or individual shall be allowed to reserve a facility for more than four (4) consecutive weeks on one (1) specific weekday (i.e., four (4) Mondays, etc.)

J. Youth group reservations must be completed by an adult sponsor. For every fifteen (15) minors using a given facility, at least one (1) adult chaperon must be present. The names of the chaperons shall be furnished to the Parks and Recreation Department 48 hours prior to the use of the facility.

K. All facility rental fees will include one-half hour before and one-half hour after the stated reservation times for setup and take-down purposes. The user will be responsible for setting up equipment, decorating, and cleaning the facility after use, which includes returning equipment to its customary location. If additional setup or take-down time is required by staff, it shall be added to the rental fee.

L. At some facilities, the renter may use the facility's existing supply of tables and chairs for a fee. If additional tables and chairs are needed beyond those available at the facility, they may be made available for an additional per hour staff fee based on the amount of time and number of staff required to move the chairs.

M. A cleaning and security deposit shall be required from all facility rental groups and is due thirty (30) days prior to the event. This cleaning and security deposit is refundable only under the following conditions:

1. The facility is left in satisfactory condition as determined by the Director of Parks and Recreation or his/her designated representative.
2. No City property is missing or damaged.
3. The facility is properly locked and secured after its use.
4. All keys are returned to the Parks and Recreation Department within three (3) days after use of the facility. Key deposit: \$40.

N. If the facility is to be used beyond normal operating hours, the group will be charged an extra per hour staff. No use of facilities shall extend beyond 12 midnight.

O. The Parks and Recreation Department reserves the right at any time to refuse use of any facility to any group or individual who has violated any of the conditions, rules, or regulations governing the use of the facilities. Furthermore, reservations may be revoked whenever use of the facility may interfere with any emergency requirements of the City, such as urgent maintenance or construction required to meet public health and safety standards or when a facility is needed for any emergency or disaster related purpose declared by City.

IV. Rules and Regulations

A. Proposed use of facilities or events shall not interfere with the public enjoyment of the park; deter from the health, safety, moral welfare, or recreation of the general public; cause unusual or extraordinary expense to the City; nor draw crowds in excess of the capacity of the facilities. Groups and individuals using the facilities shall abide by all laws and regulations, including fire and safety regulations and Municipal Code restrictions, pertaining to the use of facilities. Any group violating the regulations and conditions governing the use of the facilities shall be subject to immediate revocation of facility use privileges, and all fees and deposits previously paid will be retained by the City.

B. Applicants shall obtain licensed or sworn security officers and require one staff person for the following events:

1. All events with 250 people or more where alcohol is served.
2. Outdoor events with 500 people or more.

C. Groups or individuals using a facility are responsible to pay for any damage to or loss of City property connected with such use. Neither the City nor the Parks and Recreation Department shall be responsible for the loss, damage, or theft of equipment or articles owned by the user or user's guests.

D. The following actions are prohibited at all Parks and Recreation facilities including parks and play fields:

1. Possession and/or consumption of alcoholic beverages (except as stated in Section VII. Alcohol Use Policy in this exhibit), drugs, or narcotics.
2. Drinks served in bottles.

3. Smoking inside any facility, within 20 feet of the facility entrance/or within 25 feet of a playground, on all trails and at Laguna Lake.
4. Storage of private property in any public facility.
5. Use of any building or park facility as a mailing address.
6. Charging admission to any facility, unless approved by the Director of Parks and Recreation or his/her designated representative.
7. Use of any building or park facility to conduct private business without an authorized permit or contract from the Parks and Recreation Department.
8. Unauthorized vehicle traffic, outside of designated parking areas.
9. Decorations which are taped, nailed, or otherwise attached to walls or ceilings (all decorations must be fireproofed).
10. No amplification except upon prior approval of the Director of Parks and Recreation.
11. No signs or advertising except upon prior approval of the Director of Parks and Recreation.
12. No canopies, in excess of 400 square feet, except upon prior approval of the Director of Parks and Recreation and issuance of a fire permit from the Fire Department.
13. No candles or any other form of open flame except upon prior approval of the Director of Parks and Recreation and issuance of a fire permit from the Fire Department.

E. All individuals and groups using kitchen facilities shall supply their own serving and cooking supplies. Food and refreshments will be permitted only in designated areas of each facility.

F. The City employee in charge of any facility is authorized to enter any room at any time in the performance of his/her duties. In the use of any facility, individuals and groups shall be subject to the direction of the City employee in charge of the facility.

G. The Director of Parks and Recreation may make decisions regarding facility usage and policies for Parks and Recreation related facilities and programs.

H. Any appeals or protestations of any stated rules shall be made in writing to the City Council within ten (10) days after receiving written notification of application refusal or revocation of facility use privileges.

V. Bounce House Policy

Use of a bounce house is only allowed with reservation of a park site. Users must obtain a Park Permit for the use of the park. Bounce Houses are only permitted in certain parks and in specific areas in the park. The list of permitted parks is on file in the Parks and Recreation Department. An additional fee of \$40 (\$45 at Hillcrest Pavilion – for use of electricity) plus a \$150 security deposit is charged for bounce houses.

A. The park user is responsible for all damage caused by his/her use of the park or the bounce house. Damage to City property may result in the loss of the deposit.

B. Bounce houses must be rented from a company that has an approved copy of their liability insurance policy on file with the City and has agreed to comply with City rules as noted below:

1. Bounce house users will be responsible for providing a generator for inflation of the bounce house. The generator will be one noted as "quiet" and not generate noise in excess of City standards. The generator shall be placed a safe distance from the bounce house.
2. Bounce houses must be free standing and weighted. Stakes are strictly prohibited.
3. Bounce houses must be placed in a safe area away from private residences and may not impede on other City permitted activities including, but not limited to, athletic field use.
4. Bounce houses are not allowed in City parks overnight.
5. The City is not responsible for any damage to the bounce house.

VI. Use of Amplified Music Policy

The City of Fullerton will allow amplification only under controlled circumstances and at certain facility locations. The use of amplified music is limited to specific areas designated in advance. The following rules will be strictly enforced:

A. Amplified music may be used only with advance written permission from the Director of Parks and Recreation and must be requested at the time the park use application is made.

B. Music must be kept at a reasonable volume as determined by City staff.

C. Depending on the type of activity, a deposit and a per hour staff fee may be required. Failure to comply with any of the above rules will result in forfeiture of deposit.

D. User will be held responsible for any damages resulting from user's function and shall incur all costs of damages to equipment or the facility.

VII. Alcohol Use Policy

The City of Fullerton will allow the use of alcohol at the Hillcrest Terrace and Recreation Building only under controlled circumstances. The use of alcohol is intended for private groups renting the facility. Alcoholic beverages are not allowed to be brought to the Terrace or Recreation Building, except as allowed under the following regulations, which will be strictly enforced:

A. The use of alcoholic beverages will be permitted by written permission only and must be requested at the time the facility use application is made.

B. The service of alcohol is limited to a maximum of four (4) hours. Must be served by a caterer or certified bartender.

C. Additional fees for serving alcoholic beverages are as follows: a \$150 alcohol use fee, an insurance fee (premium determined by Risk Management), a security officer fee, and a \$500 refundable deposit.

D. Any function where alcohol is to be served may require a minimum of one licensed or sworn security officer. At the discretion of the Director of Parks and Recreation, any group of any size may be required to have a licensed or sworn security officer present.

E. Permittee will be held responsible for any damages resulting from a function and shall incur all costs of damages to equipment or the facility.

F. Permittee will remove all beverage containers, empty or full, from the premises immediately following the approved function. Failure to comply will result in forfeiture of deposit.

G. Permittee is responsible for obtaining all necessary State of California beverage control licenses to allow the legal service and sale of alcoholic beverages.

VIII. Insurance and Security Requirements

A. Appropriate insurance will be required of facility users, at time of reservation, in conformance with current requirements established by the City of Fullerton Risk Management Division.

B. Specifically at dances but at other occasions as well, if the Director of Parks and Recreation or the Chief of Police consider it necessary, the assignment of one or more licensed or sworn security officers may be required. The cost of any security officers and/or the cost of the City providing other personnel necessary to the occurrence of the event shall be borne by the group or individual sponsoring the activity.

C. The requesting agency or person shall indemnify the City of Fullerton and its officers, officials, agents, and employees against and will hold the same harmless from any and all actions, claims, damages to persons or property, penalties, obligations, or liabilities which may be asserted or claimed by any person, firm, entity, corporation, or other organization arising out of or in connection with the use of City facilities by said requesting agency or person, except those occurrences arising from the sole negligence or willful misconduct of the City of Fullerton, its officers, officials, agents, or employees.

IX. Qualifying User Groups in Descending Order of Priority

City Council, City departments, other county, state, federal, and municipal governments that conduct activities may be charged a use fee, a fee for lights, and may be charged for staff time which shall be determined on a case-by-case basis by the Director of Parks and Recreation.

Group 1 - Fullerton-based^{1,2}: Partner youth sports organizations³ permitting athletic field events which are open to the general public, public elementary and junior high schools, and nonprofit³ service groups permitting parks and facilities (not fields). Non fund-raising events only.

Group 2 - Fullerton residents¹ permitting parks and facilities (not fields). Fullerton-based^{1,2}: Associate youth sports organizations³ permitting athletic field events which are open to the general public, and public high schools. Non fund-raising events only.

Group 3 - Fullerton residents¹ and Fullerton nonprofit competition-based athletic organizations⁴ permitting athletic fields and community colleges and public universities permitting parks, facilities and fields. Non fund-raising events only.

Group 4 – Fullerton-based^{1,2}; private schools, commercial, political and religious group events that are not profit-oriented and Groups 1 and 2 conducting fund-raising events.

Group 5 – All non-Fullerton residents, all non-Fullerton groups and Groups 3 and 4 conducting fund-raising events.

¹Applicants will be required to submit proof of qualifying residency. A temporary driver's license will not be accepted for this purpose unless accompanied by other proof of residency.

²Verification of a 501(c)(3) Federal non-profit status. An organization will be considered a Fullerton-based or Orange County-based organization if its membership includes 80 percent residents from Fullerton and/or Orange County respectively.

³Youth Sports Organizations as defined in the "Policy Regarding Parks and Recreation Commission-Recognized Youth Sports Organizations."

⁴Competition-based athletic teach advanced and specialized skills and travel outside the City to play other advanced teams. Playing time is based on skill level and is not guaranteed.

X. Athletic Fields/Parks Reservation Fee Schedule for Qualifying User Groups

A. Parks and Athletic Fields (except Bastanchury, Duane Winters, Lions, and Fullerton Sports Complex fields) hourly rates per field:

	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>	<u>Group 4</u>	<u>Group 5</u>
Parks	\$0	\$12	\$18	\$23	\$34
Fields	\$0	\$6	\$15	\$22	\$35
Lights	\$17	\$17	\$17	\$22	\$27
Security Deposit ⁵				\$150	\$150

B. Bastanchury, Duane Winters and Fullerton Sports Complex fields hourly rates per field:

	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>	<u>Group 4</u>	<u>Group 5</u>
Field	\$1	\$11	\$22	\$30	\$40
Lights	\$22	\$22	\$22	\$27	\$33
Security Deposit ⁵				\$150	\$150

C. Lions Field (Synthetic Turf Fields) hourly rates per field:

	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>	<u>Group 4</u>	<u>Group 5</u>
Field	\$1	\$20	\$30	\$40	\$50
Lights	\$22	\$22	\$22	\$27	\$33
Security Deposit ⁵		\$150	\$150	\$150	\$300

⁵ Security deposit is a flat fee and refundable if the facility is left in good condition.

D. Schedules and Applications - All individuals, groups, and organizations not sponsored by the City shall submit an application for a permit to use the athletic fields with the Parks and Recreation Department. Use and schedule of dates and times for games and/or practices must be submitted with the application. The application must be submitted at least two weeks in advance of intended use. Lighted fields must be reserved a minimum of three weeks in advance.

E. Payment of Fees - All fees for filing applications and for use of lights must be paid at the time the reservation is made and will not be refunded unless applicants give one week prior written notification of cancellation or change of date request to the Parks and Recreation Department.

F. Parks and Recreation staff may be required on premises for groups or individuals reserving parks and fields. A per hour staffing fee shall be charged. No use shall exceed ten (10) hours.

G. Users of the athletic fields and Sports Complex must adhere to the rules stated in the "Policies and Procedures for Using the Sports Complex."

XI. Tournament Scheduling and Fees

A. Tournament shall be defined as any use of athletic play fields for more than four (4) hours, but less than three (3) consecutive days in which one or more leagues or organizations are playing. Tournaments over three (3) consecutive days require previous approval by the Director of Parks and Recreation. These scheduling policies and fees shall pertain to all individuals and groups scheduling athletic play fields for tournament use.

B. A scheduling fee of \$210 per day per field will be charged to all User Groups and is payable upon posting of reservation. This fee covers tournaments lasting more than 4 hours but less than 3 consecutive days. It does not include lights, field preparation, bases, goals, or staff. Partner youth sports organizations will be charged a fee of \$15 per hour per field.

1. The fee for lights is included in Section X. Athletic Fields/Parks Reservation Fee Schedule for Qualifying User Groups in this Exhibit.
2. The fee for field preparation (dragging and lining) for all User Groups is \$55 per hour not to exceed one time per day. This option must be requested at least 2 weeks in advance.

C. Tournaments for adult leagues or groups require review and previous approval by the Director of Parks and Recreation.

XII. Special Facilities

A. Brea Dam Park

1. Overnight Camping and Sales Fee - Individuals and groups utilizing the camping facilities in the Brea Dam basin shall be charged \$50 for the block time period between 3 p.m. and 10 a.m. the next day. A \$150 security deposit will be charged for multiple day permits. Permits do not confer exclusive use of park.
2. Fire Ring Permit - An Open Burning permit and a 225-foot garden hose or fire extinguisher are needed to use the fire rings. A \$40 deposit is required for the quick coupler hose bib. The Open Burning permit (# 5171) is issued by the Fire Department.

B. Hillcrest Park

1. Vehicle Entrance Charge - A charge may be made for each motor vehicle entering Hillcrest Park on Saturdays, Sundays, holidays (except Easter, Thanksgiving, and Christmas), and at special events provided the weather is compatible to the use of the park as determined by the Director of Parks and Recreation.
2. Extended Use - Fees for individuals or groups using the park for extended use more than 1 day shall be determined on a case-by-case basis and will be charged a minimum fee of \$200 per day plus a refundable security deposit to be determined by the Director of Parks and Recreation.

C. Laguna Lake Equestrian Center

Groups of 25 or more persons and/or 5 or more horses must have a permit approved by Fullerton Recreational Riders and the CITY to use the property.

1. Schedules and Applications - All individuals, groups, and organizations not sponsored by the City or the Fullerton Recreational Riders shall submit an application for a permit to use the Laguna Lake Equestrian Center with the Fullerton Recreational Riders. Use and schedule of dates and times for event must be submitted with the application. The application must be submitted at least two weeks in advance of intended use.

2. Fees

- \$5 per animal (non-refundable)
- \$500 Refundable Deposit

XIII. Hillcrest Terrace Policies, Fees and Schedule

A. Policies

All events at the Hillcrest Terrace must end by 10:00 pm (6:00 pm on Sunday) including clean up and break down time. Music must end by 9:00 pm. Very limited announcements using a P.A. system are only allowed with prior approval from the Parks and Recreation Department. Catering, music, tables, chairs, and decorations must be secured by the user. The City of Fullerton will not supply any of the above.

B. Rental Fees and Schedule

Parks and Recreation staff is required for all rentals. A one-hour grace period is provided for set-up and take down except on Saturdays. Saturday Terrace rentals are block-priced. The choices are either a four-hour early block from 11 a.m. to 3 p.m. or a seven-hour late block from 3 p.m. to 10 p.m. In order to book open dates, hourly fees may be charged (instead of block fees) if a reservation is made within thirty (30) days of event date.

	Saturday 11am - 3pm	Saturday 3pm - 10pm	Mon.-Thurs. 8am - 10pm	Friday & Sunday 11am - 6pm
R:	\$500	\$1,050	\$100 / 2 hours	\$150 / 2 hours
NR:	\$670	\$1,350	\$120 / 2 hours	\$180 / 2 hours

R: Resident NR: Non-Resident

C. Additional Fees and Deposits:

Alcohol Use Fee	\$150 (4 hours maximum)
Alcohol Deposit	\$500 (refundable)
Amplified Music Deposit	\$250 (refundable)
Security Deposit	\$150 (refundable)
Parks and Recreation Staff	\$23 per hour
Wedding Coordination Fee	\$250

XIV. Other Fees

A. Parks and Recreation Staff

\$23 per hour

B. Commercial Photo Fees

Media Events: movie and television filming require additional permit from the City's Public Information Office.

\$75 per hour (2 hour minimum)

\$500 Refundable Deposit

C. Student Photo Fee

\$35 per hour

\$100 Refundable Deposit

D. Car Rally Show

\$5 per car

\$750 Refundable Deposit

\$23 per hour per staff (one staff required per 30 cars)

E. Animal Shows

\$5 per animal

\$500 Refundable Deposit

XV. Special Events in Parks and Recreation Facilities

Special events must be scheduled at least three months in advance of the proposed event. A special event permit must be completed and fees will be determined by the Director of Parks and Recreation on a case-by-case basis.

FACILITY CAPACITY AND FEE SCHEDULE					
Hourly Rental Fee / Security & Cleaning Deposit ^A / Tables & Chairs ^B / Kitchen ^C					
Facility	Capacity	Group 1	Group 2	Groups 3 and 4	Group 5
HILLCREST BUILDINGS Recreation Center Upstairs Downstairs Izaak Walton Cabin Assembly / Dining Red Cross Building	201	\$28 / \$150 / \$30	\$33 / \$150 / \$30	\$38 / \$150 / \$30	\$58 / \$150 / \$30
	48	\$18 / \$150 / \$30 / \$20	\$25 / \$150 / \$30 / \$20	\$30 / \$150 / \$30 / \$20	\$48 / \$150 / \$30 / \$20
	290 / 135	\$28 / \$150 / \$30 / \$20	\$33 / \$150 / \$30 / \$20	\$38 / \$150 / \$30 / \$20	\$58 / \$150 / \$30 / \$20
	50	\$33 / \$150 / \$30 / \$20	\$38 / \$150 / \$30 / \$20	\$43 / \$150 / \$30 / \$20	\$63 / \$150 / \$30 / \$20
INDEPENDENCE PARK Gymnasium North Meeting Room	460	\$45 / \$50	\$50 / \$50	\$55 / \$50	\$70 / \$50
	104	\$30 / \$50	\$37 / \$50	\$37 / \$50	\$37 / \$50
RECREATION CENTERS Chapman Building Gilbert Center Garnet Center Orangethorpe Building Richman Center	50	\$33 / \$150 / \$30	\$38 / \$150 / \$30	\$43 / \$150 / \$30	\$63 / \$150 / \$30
	40	\$15 / \$150	\$20 / \$150	\$25 / \$150	\$40 / \$150
	40	\$15 / \$150	\$20 / \$100	\$25 / \$100	\$40 / \$150
	50	\$33 / \$150	\$38 / \$150	\$43 / \$100	\$63 / \$150
	40	\$15 / \$150	\$20 / \$100	\$25 / \$100	\$40 / \$150
PICNIC PAVILIONS Adlena Pavilion Hillcrest Pavilion ^D Half Pavilion ^{D,E} Lemon Pavilion Half Pavilion Richman Pavilion	70	\$18 / \$100	\$20 / \$100	\$23 / \$100	\$31 / \$100
	50	\$30 / \$100	\$30 / \$100	\$45 / \$100	\$55 / \$100
	25	\$28 / \$100	\$28 / \$100	\$38 / \$100	\$48 / \$100
	128	\$35 / \$100	\$40 / \$100	\$45 / \$100	\$55 / \$100
	64	\$18 / \$100	\$20 / \$100	\$23 / \$100	\$31 / \$100
	50	\$18 / \$100	\$20 / \$100	\$23 / \$100	\$31 / \$100
OUTDOOR EVENTS ^{D,E} Hillcrest Park Lawn Hillcrest Park Vista Acacia Park Mountain View Park Event Rehearsals	75	Resident \$100 per 2 hours / \$150	Nonresident \$120 per 2 hours / \$150		
	125	\$120 per 2 hours / \$150	\$140 per 2 hours / \$150		
	100	\$100 per 2 hours / \$150	\$120 per 2 hours / \$150		
	30	\$120 per 2 hours / \$150	\$140 per 2 hours / \$150		
	N/A	\$50 per hour	\$60 per hour		

^A Security and cleaning deposit is refundable. ^B Tables and chairs are available for rent at some facilities. ^C Kitchen is available for use at some facilities. ^D The minimum rental for an outdoor event is three (3) hours and the maximum is six (6) hours. ^E Parks and Recreation staff required at \$23 per hour.

^A Security and cleaning deposit is refundable. ^B Tables and chairs are available for rent at some facilities. ^C Kitchen is available for use at some facilities. ^D The minimum rental for an outdoor event is three (3) hours and the maximum is six (6) hours. ^E Parks and Recreation staff required at \$23 per hour.

Exhibit C

CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT
2015-16
POLICY USE STATEMENT AND
FEE SCHEDULE REGULATING USE OF
FULLERTON COMMUNITY CENTER

I. Purpose

The Fullerton Community Center provides a venue for public and private use. Fees collected are to provide funding for Community Center programs and offset maintenance, utilities, supervision, equipment use, and administrative expenses due to use of the facility.

II. Community Center Hours of Operation

The regular hours of operation are Monday through Friday, 6:30 a.m. to 9 p.m., Saturday, 6:30 a.m. to 3 p.m. and Sunday, 12 p.m. to 3 p.m.

III. Use by Resident Groups

A. Resident clubs and agencies with a regularly posted schedule will have priority for those posted times. Additional use by these groups and other special interest groups at times during which they are not regularly scheduled shall be on a first-come, first-serve basis through the use of appropriate application permits.

B. Existing resident groups that desire use of the facility shall complete a formal rental application with the facility rental coordinator and provide additional information as required. These persons or groups shall be classified under Group 1 for the purpose of establishing priorities and fees for use of the facility.

C. Resident groups may serve alcoholic beverages for special events with approval of the Community Center Supervisor and permit to serve alcohol issued by the Department of Alcohol and Beverage Control. All alcohol use regulations will be strictly enforced.

IV. Use by Outside Groups and Agencies

The Center is available for rent Monday through Thursday, 7:30 a.m. to 9 p.m., Friday, Saturday and Sunday 7:30 a.m. to 12 a.m. Special events and activities by outside groups may be scheduled during these hours although priority is given to existing Community Center programs.

A. Application by outside groups, agencies and individuals shall be limited to responsible persons or groups. A facility use application must be filed with the Community Center Rental Coordinator. Permission to use the Center is granted in writing and will not be confirmed until the Community Center Rental Coordinator issues an approved facility use permit.

B. All applicants must be 18 years of age (or 21 years of age when use of alcohol is requested) when signing an application. When representing a group, an applicant must be a member of the applying organization.

C. The applicant shall not advertise its use of the Center until confirmation of reservation is received.

D. Qualifying User Group Categories

City Council, City departments, other county, state, federal, and municipal governments that conduct activities may be charged a use fee and may be charged for staff time which shall be determined on a case-by-case basis by the Director of Parks and Recreation.

Group 1 - Fullerton-based individuals, nonprofit organizations, public school districts, and government agencies requesting the facility for approved events.

Group 2 - Fullerton-based commercial businesses, private schools and other Fullerton-based organizations not listed in Group 1 requesting the facility for approved events.

Group 3 - Non-Fullerton-based individuals, commercial businesses, nonprofits organizations, schools, civic, service, religious, athletic organizations, and all other groups requesting the facility for approved events.

E. Rental Rates, Fees, Deposits and Capacity

The Grand Hall, North Commons and Courtyard rentals for Friday evenings and Saturdays are blocked priced. The choices are either Friday evenings 4 p.m. to 12 a.m. or Saturday early block from 10 a.m. to 3 p.m. or late block from 4 p.m. to 12 a.m. All other rental times are charged hourly rates.

1. <u>Block Rates for Grand Hall</u>	<u>Group 1</u>	<u>Groups 2 & 3*</u>
Friday/Sunday, 4 PM to 12 AM	\$1,760	\$2,080
Saturday, 10 AM to 3 PM	\$1,100	\$1,300
Saturday, 4 PM to 12 AM	\$1,920	\$2,320

2. <u>Block Rates for Courtyard</u>	<u>Group 1</u>	<u>Groups 2 & 3*</u>
Friday/Sunday, 4 PM to 12 AM	\$1,240	\$1,480
Saturday, 10 AM to 3 PM	\$775	\$925
Saturday, 4 PM to 12 AM	\$1,350	\$1,630

3. <u>Block Rates for Trellis (3 hours)</u> With Courtyard and/or Grand Hall	<u>Group 1</u>	<u>Groups 2 & 3*</u>
Friday/Sunday	\$200	\$300
Saturday, before 3 PM	\$200	\$300
Saturday, after 3 PM	\$400	\$550
Without Courtyard or Grand Hall		
Friday/Sunday	\$350	\$500
Saturday, before 3 PM	\$350	\$500
Saturday, after 3 PM	\$500	\$700

4. <u>Hourly Rental Rates</u>	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>
Grand Hall A+B+C	\$220	\$240	\$260
Grand Hall A + B	\$170	\$185	\$195
Grand Hall B + C	\$140	\$150	\$160
Grand Hall A w/stage	\$100	\$115	\$125
Grand Hall B or C	\$70	\$75	\$80
Courtyard	\$140	\$150	\$160
North Commons	\$155	\$155	\$185
Gymnasium	\$300	\$350	\$400
Gymnasium – 1/2	\$170	\$185	\$195
Basketball Full Court	\$80	\$86	\$92
Basketball Half Court	\$40	\$43	\$46
Classroom	\$60	\$65	\$70
Classroom A or B	\$30	\$33	\$35
Board Room	\$50	\$55	\$60

5. <u>Refundable Rental Deposits</u>	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>
Grand Hall & Gym	\$500	\$500	\$500
Grand Hall A+B or B+C	\$250	\$250	\$250
Courtyard & North Commons	\$250	\$250	\$250
Classrooms, Grand Hall A, B, C, & Board Room	\$100	\$100	\$100

6. <u>Other Fees</u>	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>
Alcohol Fee	\$250	\$250	\$250
AV Projection	\$50	\$50	\$50
Gymnasium Scoreboard	\$20	\$20	\$20
Additional staff time per hour	\$23	\$23	\$23
Additional set-up		Hourly Rate	

7. <u>Other Refundable Deposits</u>	<u>Group 1</u>	<u>Group 2</u>	<u>Group 3</u>
Amplified Music	\$250	\$250	\$250
Alcohol	\$300	\$300	\$300
Gymnasium Scoreboard	\$50	\$50	\$50

8. <u>Room Capacity</u>	<u>Dining Classroom</u>	<u>Assembly</u>
Grand Hall	300	600
Grand Hall A+B or B+C	200	400
Grand Hall A, B or C	90	180
Courtyard	300	500
Gymnasium	600	1,200
North Commons	600	1,100
Classroom	55	74
Classroom A or B	26	48
Board Room	30	N/A
Board Room A or B	15	N/A

F. Rules and Regulations

1. Application for rental and use of the Center shall be made in accordance with the rules and regulations contained in this section. Rental fees are charged according to the fee schedule as set forth in this resolution.

2. Users shall be financially responsible for personal injury or property damage arising from use of the Center. If there is damage to the Center, equipment, or park area during the time rented, the user will be liable for any costs incurred associated with its repair or replacement.

3. To reserve a room, the applicant must contact the Community Center Rental Coordinator. Applicant must pay a nonrefundable fee equal to 50% of the rental fee at the time the reservation is made. The remaining nonrefundable rental fees are due sixty (60) days prior to the

event. Refundable deposits are due thirty (30) days prior to the event. Failure to pay in full will result in cancellation of reservation.

4. Reservations may be made two (2) years prior to the event.

5. Applicants wishing to cancel a reservation must do so in writing. Nonrefundable rental fees will be refunded as follows:

- | | |
|---|-----------|
| a. Grand Hall, Courtyard, Pool, and Gymnasium | |
| 180 days prior to the event | 50% |
| 90 days prior to the event | 25% |
| Less than 60 days prior to the event | No refund |
| b. Classrooms, Boardroom and Pool | |
| 30 days prior to the event | 50% |
| 10 days prior to the event | 25% |
| Less than 3 days prior to the event | No refund |

6. All events must end by 12 midnight and users must be out of the Center by 1 a.m.

7. Applicants must confine their event to the specified time and room location. Events exceeding the agreed upon rental period will be assessed a fee equal to staff cost plus 100% of the hourly rental rate.

8. The facility must be cleaned and returned to the condition found at the beginning of usage. If the applicant fails to do so, the actual cost of cleaning will be deducted from the facility deposit. If the cost exceeds the deposit amount, the balance of cost will be billed to the user.

9. Any person or group causing property or equipment damage will be required to pay current cost of repair or replacement. Payment will be withheld from the facility deposit. If the cost exceeds the deposit amount, the balance of cost will be billed to the user.

10. Insurance - Applicant must provide, at their own expense, a valid and current certificate of liability insurance and evidence of liquor liability coverage, if applicable. The City of Fullerton must be listed as an additional insured. The City may provide a suggested insurance vendor if needed.

11. No smoking is allowed inside the Center, patio or within 20 feet of the building. It is the renter's responsibility to enforce this rule. Failure to comply will result in forfeiture of the deposit.

12. No group or individual shall be allowed to reserve a facility on a regular basis.

13. Security Services – The City reserves the right to require security guard services at any activity held in the facility and adjoining courtyard. Security services will be arranged for by the City at the applicant's expense. Information regarding charges for security guard services will be provided at the time of facility booking.

14. Facility use permits may be revoked due to any violation of regulations. Permits shall not be transferred, assigned or sublet.

15. Reservations may be revoked whenever use of the facility may interfere with any emergency requirements of the City, such as urgent maintenance or construction required to meet public health and safety standards or when a facility is needed for any emergency or disaster related purpose declared by the City.

IV. Use of Amplified Music Policy

The City of Fullerton will allow amplified music only under controlled circumstances. The intended use of the Center does not include use as a dance or concert hall. The use of amplified music is limited to wedding receptions, anniversary parties, community-based fund-raising events and approved special events. The following rules will be strictly enforced:

A. Amplified music may be used only with advance written permission from the Director of Parks and Recreation and must be requested at the time the facility use application is made.

B. Music must be kept at a reasonable volume as determined by City staff.

C. Depending on the type of activity, a refundable deposit of \$250 maybe required. Failure to comply with any of the above rules will result in forfeiture of deposit.

V. Use of Alcohol Policy

The City of Fullerton will allow the use of alcohol only under controlled circumstances. The use of alcohol is intended for private groups and individuals renting the facility. The following regulations will be strictly enforced:

A. Alcohol may be used only with advance written permission by the Director of Parks and Recreation and must be requested at the time the facility use application is made.

B. The service of alcohol is limited to a maximum of six (6) hours and must be served by an approved caterer or certified bartender.

C. Security guards or sworn security officers are required, at the expense of the applicant, during the entire rental time whenever alcohol is sold or served. The number of officers will be determined by event type, expected attendance and other factors. Applicant must use City approved security guard vendors.

D. Applicant will be held responsible for any damages resulting from a function and shall incur all costs of damages to equipment or the facility.

E. Applicant will remove all beverage containers, empty or full, from the premises immediately following the approved function. Failure to comply will result in forfeiture of deposit.

F. Applicant is responsible for obtaining all necessary State of California beverage control licenses to allow the legal service and sale of alcoholic beverages.

G. No alcohol shall be sold, served, or consumed at events designed for persons under 21 years of age or at youth oriented events, for example Confirmations, Sweet 16, Quinceñeras, or Bar/Bat Mitzvahs. The service of alcohol is restricted to intended guests.

H. All alcoholic beverages are required to be sold, served and consumed inside the reserved room or courtyard. Alcohol possession or consumption is prohibited in hallways, restrooms, parking lot and surrounding park property.

I. A current certificate of insurance with acceptable evidence of Liquor Liability coverage with a one million dollar (\$1,000,000) liability limit naming the City of Fullerton as additional insured is required at the expense of the applicant.

J. No alcoholic beverages are allowed during the regular operating hours of the Center's programs except as allowed under these regulations.

VI. Food Policy

The community center is equipped with a commercial preparation kitchen. The kitchen may be used only with advance written permission. Events

serving over 15 guests must use the caterers on the City Approved Catering list. Only caterers on the City approved catering list may prepare food on site. All Orange County Health Department codes and regulations regarding food service must be observed.

VII. Insurance and Security Requirements

A. Appropriate insurance will be required of facility users in compliance with current requirements established by the City of Fullerton Risk Management Division.

B. Specifically at dances but at other occasions as well, if the Director of Parks and Recreation or the Chief of Police consider it necessary, the assignment of one or more licensed or sworn security officers may be required. The cost of any security officers and/or the cost of the City providing other personnel necessary to the occurrence of the event, shall be borne by the group or individual sponsoring the activity.

C. The requesting agency or person shall indemnify the City of Fullerton and its officers, officials, agents, and employees against and will hold the same harmless from any and all actions, claims, damages to persons or property, penalties, obligations, or liabilities which may be asserted or claimed by any person, firm, entity, corporation, or other organization arising out of or in connection with the use of City facilities by said requesting agency or person, except those occurrences arising from the sole negligence or willful misconduct of the City of Fullerton, its officers, officials, agents, or employees.

X. Senior Transportation	
OCTA 30-day Senior Bus Pass	\$ 5
\$29 Value Taxi Vouchers	\$ 6
\$50 Value Taxi Vouchers	\$12
XI. Resource Events and Fairs	
Commercial Vendor (non-food)	\$90 per table
Event Sponsorships	\$150 per table
Commercial Food Booths or Carts	\$150
Commercial Food Trailer	\$200
Nonprofit Vendor (non-food)	\$35
Commercial Vendor (non-food)	\$90
Deposit	\$50
Electrical	\$30/outlet

Exhibit D

CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT
2015-16

POLICY USE STATEMENT AND FEE SCHEDULE
REGULATING USE OF
MAPLE COMMUNITY CENTER

I. Purpose

The Maple Community Center serves as a focal point for services and programs that help meet the recreational and social needs of youth and families. The Center takes a leadership role in helping to increase community pride and cultural awareness by hosting annual community events.

II. Hours of Operation

The regular hours of operation are Sunday through Thursday, 8 AM to 10 PM and Friday / Saturday, 8 AM -12 AM. City-sponsored activities have scheduling priority at the Center at all times.

III. Use by Outside Groups, Agencies and Individuals

The Center may be rented by outside groups, agencies and individuals during available times, evenings, and weekends; however, priority will be given to Maple Center activities at all times.

A. Application by outside groups, agencies and individuals shall be limited to responsible persons or groups. A facility use application must be filed with the Center Supervisor or the Parks and Recreation Coordinator. Permission to use the Center is granted in writing and will not be confirmed until the Center Supervisor or the Parks and Recreation Coordinator signs the application.

B. All applicants must be 18 years of age when signing an application. When representing a group, an applicant must be a member of the applying organization.

C. The applicant shall not advertise its use of the Center until confirmation of reservation is received per a signed contract and 50% of non refundable fees have been made.

D. Qualifying User Group Categories

City Council, City departments, other county, state, federal, and municipal governments that conduct activities may be charged a use fee and may be charged for staff time which shall be determined on a case-by-case basis by the Director of Parks and Recreation.

Group 1 - Fullerton-based nonprofit, school districts, civic, service, athletic organizations, and political groups that conduct nonprofit-oriented community service activities, events and programs.

Group 2 - Fullerton Based individuals, commercial businesses, and religious groups, and Group 1 rentals which, are profit-oriented or intended to raise funds.

Group 3 - Non-Fullerton-based nonprofit, civic, service, religious, and athletic organizations that conduct nonprofit-oriented community service activities, events and programs.

Group 4 - Non Fullerton Based Individuals, businesses and Group 3 rentals which, are profit-oriented or intended to raise funds.

E. Hourly Rental Fee/Refundable Security and Cleaning Deposit

1. Hourly Rental Rates	Group 1	Group 2	Group 3	Group 4
Grand Room + Patio				
Less than 50 people	\$30	\$50	\$55	\$60
More than 50 people	\$40	\$70	\$75	\$80
2. Additional Fees & Deposits	All Groups			
Amplified Music Deposit	\$250			
Audio/Visual Equipment	\$5 / item			
PA System Rental	\$50			
PA System Deposit	\$100			
Bounce House Fee	\$40			
Bounce House Deposit	\$100			
Kitchenette Fee	\$25			
Kitchenette Deposit	\$50			
Outdoor Heat Lamp	\$40 each			
Hourly Staff Fee	\$23			

3. Extended Use - When the facility is scheduled beyond regular operating hours, the users will be charged a per hour staff for each staff person.

4. Unauthorized extension of rental will be charged the corresponding per hour rate plus a per hour fee for each staff person.

F. Maximum Capacity

<u>Grand Room</u>	<u>Dining</u>	<u>Assembly</u>
Room 1	90	192
Room 2	74	159
Combined	164	351

G. Rules and Regulations

1. Application for use of the Center shall be made and conducted, in accordance with the rules and regulations contained in the following section. Applicants will be charged according to the fee schedule as set forth in this resolution. Reservations may not be made more than six (6) months in advance. A \$10 processing fee will be charged for reservations made less than two (2) weeks in advance and will be granted if time permits.

2. Users shall be financially responsible for personal injury or property damage arising from use of the Center. If there is damage to the Center, equipment, or park area during the time rented, the user will be liable for any costs incurred associated with its repair or replacement. Damages may exceed the original deposit. Damages must be reported to staff immediately.

3. To reserve the Center, the applicant must pay a nonrefundable fee equal to 50% of the rental fee at the time the reservation is made. Sixty (60) days prior to the event the remaining nonrefundable fees are due. Thirty (30) days prior to the event, the remaining refundable deposits and insurance fees are due along with the signed contract. Failure to pay in full, or return a signed contract, will result in cancellation of reservation. Users are responsible for making on time payments with or without notices.

4. Applicants wishing to cancel a reservation must do so in writing. Nonrefundable rental fees will be refunded as follows:

60 days prior to the event	50%
30 days prior to the event	25%
Less than 30 days prior to event	No Refund

5. Renters are required to confine their events to the specified time and location listed on their rental contract.

6. All events must end by 12 midnight and users must be out of the Center by 12:30 am.

7. No smoking allowed inside the Center, Patio or within 20 feet of the building. Drinking is limited to inside building and gated patio. It is the user's responsibility to enforce this rule. Failure to comply will result in forfeiture of the deposit.

8. No group or individual shall be allowed to reserve a facility on a regular basis.

9. Security Services - At the discretion of the Director of Parks and Recreation, any group of any size may be required to have a licensed or sworn security officer present. Security services will be arranged for by the City at the applicant's expense. Information regarding charges for security guard services will be provided at the time of facility booking.

10. Rental contracts may be revoked due to any violation of regulations. Contracts shall not be transferred, assigned or sublet.

11. Reservations may be revoked whenever use of the facility may interfere with any emergency requirements of the City, such as urgent maintenance or construction required to meet public health and safety standards or when a facility is needed for any emergency or disaster related purpose declared by the City.

12. Users are responsible for areas used during facility rental. The facility must be cleaned and returned to the condition found at the beginning of usage. If the applicant fails to do so, the actual cost of cleaning will be deducted from the facility deposit. If the cost exceeds the deposit amount, the balance of cost will be billed to the user.

13. Deposits will be refunded to you within three (3) weeks after your event if it has been determined that you have followed the rules of your contract, the grounds/building were left clean, and there has been no damage to the facility or the equipment.

IV. Use of Alcohol Policy

The City of Fullerton will allow the use of alcohol only under controlled circumstances. The use of alcohol is intended for private groups and individuals renting the facility. The following regulations will be strictly enforced:

A. Alcohol may be used only with advance written permission by the Director of Parks and Recreation and must be requested at the time the facility use application is made.

B. The service of alcohol is limited to a maximum of five (5) hours and must be served by an approved caterer or certified bartender.

C. Additional fees for serving alcoholic beverages are as follows: a \$50 alcohol use fee, an insurance fee (for special events only - premium determined by Risk Management), a security officer fee, and a \$300 refundable deposit.

D. Any function where alcohol is to be served will require a minimum of one licensed or sworn security officer. At the discretion of the Director of Parks and Recreation, any group of any size may be required to have a licensed or sworn security officer present.

E. No alcoholic beverages are allowed during the regular operating hours of the Center's programs except as allowed under these regulations.

F. Applicants will remove all beverage containers, empty or full, from the premises immediately following the approved function. Failure to comply will result in forfeiture of deposit.

G. All alcoholic beverages are required to be served and consumed inside Grand Room and Patio only. Alcohol is prohibited in restrooms, parking lot and surrounding park property.

V. Food Policy

The kitchenette may be used only with advance written permission from the City staff. All food must be prepared onsite using either private or personal catering services. Food may be warmed and served using City facilities and equipment. All Orange County Health Department codes and regulations regarding food service must be observed. Food must be removed after event. Only liquids down sink. Kitchenette includes sink, refrigerator and microwave.

VI. Use of Amplified Music Policy

The City of Fullerton will allow amplified music only under controlled circumstances. The intended use of the Center does not include use as a dance or concert hall. The use of amplified music is limited to approved special events. The following rules will be strictly enforced.

A. Amplified music may be used only with advance written permission from the Director of Parks and Recreation and must be requested at the time the facility use application is made.

B. Music must be kept at a reasonable volume as determined by City staff.

C. Depending on the type of activity, a deposit of \$250 may be required. Failure to comply with any of the above rules will result in forfeiture of deposit.

VII. Use of Audio/Visual and PA System Policy

A. Staff will set up and take down all equipment. Only staff will adjust volume and additional settings.

B. PA System includes: Microphone, Microphone stand, Speakers and Amplifier

C. Users are responsible to provide appropriate electronics for their specific audio/visual needs. Equipment may not be compatible with all electronic devices.

VIII. Insurance and Security Requirements

A. Appropriate insurance will be required of facility users in conformance with current requirements established by the City of Fullerton Risk Management Division.

B. Specifically at dances but at other occasions as well, if the Director of Parks and Recreation or the Chief of Police consider it necessary, the assignment of one or more licensed or sworn security officers may be required. The cost of any security officers and/or the cost of the City providing other personnel necessary to the occurrence of the event, shall be borne by the group or individual sponsoring the activity.

C. The requesting agency or person shall indemnify the City of Fullerton and its officers, officials, agents, and employees against and will hold the same harmless from any and all actions, claims, damages to persons or property, penalties, obligations, or liabilities which may be asserted or claimed by any person, firm, entity, corporation, or other organization arising out of or in connection with the use of City facilities by said requesting agency or person, except those occurrences arising from the sole negligence or willful misconduct of the City of Fullerton, its officers, officials, agents, or employees.

Exhibit E

CITY OF FULLERTON PARKS AND RECREATION DEPARTMENT

2015-16 POLICIES AND FEE SCHEDULE REGULATING USE OF FULLERTON MUSEUM CENTER

I. Purpose

The primary objectives of the Fullerton Museum Center include the development, coordination, and display of exhibitions and educational programs of scientific, historical, and cultural objects.

II. Facility Rental Program - Operational Goals

The facility rental goals for the Fullerton Museum Center are listed below:

- A. Promote support for nonprofit groups and educational/cultural organizations by providing a low-cost facility rental program;
- B. Provide a resource for facility rental needs for residents, organizations, and corporations; and
- C. Promote the Museum's exhibitions and programs through tours available with rentals.

III. Use By Outside Groups and Agencies

A. The Museum Center may be rented by outside groups; however, priority will be given to Museum rental for cultural activities. Proposed use of facilities or events shall not interfere with the public enjoyment of the Museum; deter from the health, safety, moral welfare, or recreation of the general public; cause unusual or extraordinary expense to the City of Fullerton or the Fullerton Museum Center Association; or draw crowds in excess of the capacity of the facilities. Groups and individuals using the facilities shall abide by all laws and regulations, including fire and safety regulations, and Municipal Code restrictions pertaining to the use of City facilities. If damage is done to any facility, equipment, or park area during the rental time, user will be liable for any costs incurred associated with its repair or replacement.

1. Applicants shall be financially responsible for personal injury or property damage arising from use of the facility, meetings, or activities.

2. Reservations must be made at least three (3) weeks in advance, or not more than six (6) months in advance.
3. To reserve the Center, the applicant must pay a nonrefundable fee equal to 50% of the rental fee at the time the reservation is made. Thirty (30) days prior to the event, the remaining rental fees, nonrefundable fees, refundable deposits and insurance fees are due. All rental fees must be paid two (2) weeks prior to the event. Failure to pay in full will result in cancellation of reservation.
4. Reservations and fees are required for use of the kitchen and/or patio space.
5. Due to the scheduling of a variety of classes, events, and activities at the Museum Center, applicants are required to confine their events to a specified time and location.
6. Available equipment may be checked out upon completion of a separate request form. A deposit and/or fee may be charged for equipment.
7. Cancellation of meetings and activities by users shall be made no less than two (2) weeks prior to the scheduled use of the Center without forfeiting any deposit collected by the City. The failure of such notification may result in forfeiture of deposit.
8. Permits may be revoked due to any violation of regulations.
9. Permits shall not be transferred, assigned or sublet.
10. The applicant shall not advertise its use of the Museum Center until confirmation of reservation is received. Any references to the Museum Center or the City of Fullerton in advertising shall be limited to location only. Use of the Fullerton Museum Center in no way implies Museum/City sponsorship or affiliation of renter's programs or organization. This clause must be printed on all flyers circulated. Failure to comply with these rules may result in forfeiture of deposit.
11. All persons must be 18 years of age (or 21 years of age when use of alcohol is requested) when signing an application and must be a member of the applying organization.
12. The use of alcohol is permitted only when requested in advance and approval is given in writing by the Director of Parks and Recreation.

13. All state required alcohol permits are the responsibility of the applicant. All inquiries should be made to the State Alcohol Beverage Control Board located in Santa Ana, California.

14. The use of amplification equipment is permitted only when requested in advance and approval is given in writing by the Museum Center Supervisor.

15. All groups using the Museum Center must complete activities by 12 midnight.

16. Smoking is not allowed inside the Museum Center. Smoking is allowed, outdoors ONLY at least 20 ft away from any Museum entrance or open window. It is the user's responsibility to enforce this rule. Failure to comply will result in forfeiture of deposit.

17. Groups will be charged according to the fee schedule, as set forth in this Resolution.

18. No group or individual shall be allowed to reserve a facility for more than four (4) consecutive weeks on one specific weekday (i.e. four Mondays, etc.).

19. Youth Group reservations must be completed by an adult sponsor. For every fifteen (15) minors using the facility, at least one (1) adult chaperon must be present. The names of the chaperoned shall be furnished to the Museum Center 48 hours prior to the use of the facility.

20. The Parks and Recreation Department reserves the right at any time to refuse use of any facility to any group or individual who has violated any of the conditions, rules or regulations governing the use of the facilities. Reservations may also be revoked upon ten (10) days written notice from the Director of Parks and Recreation whenever the use of a building or facility may interfere with City program activities.

21. Groups with an estimated attendance of over 75 persons, that are also serving alcohol, must pay an additional fee equal to the actual cost plus benefits per hour for a licensed or sworn security officer in addition to all other fees charged. Any group of any size may be required, at the discretion of the Director of Parks and Recreation, to have a security officer present. They must also pay an alcohol use fee of \$150 and an alcohol use deposit of \$300. The alcohol fee and deposit are in addition to the standard facility use fee and deposit.

B. Qualifying User Group Categories

City sponsored/City Council, other City departments, and other county, state, federal, and municipal governments that conduct official activities directly sponsored by these agencies may be charged a use fee and may be charged for staff time to be determined on a case-by-case basis by the Director of Parks and Recreation.

Group 1: Nonprofit Fullerton-based civic, service, religious, cultural, and athletic organizations that conduct nonprofit oriented community service activities, events, and programs and activities other than fund-raising events, receptions or parties. Organization must have a 501(c)(3) classification with headquarters in Fullerton.

Group 2: Individuals, commercial businesses, and professional firms that conduct company oriented or other activities which are: 1) profit-oriented or intended to raise funds or 2) not open to the general public.

Group 3: Nonprofit non-Fullerton based civic, service, nonprofit athletic organizations, commercial, religious, political, or cultural groups with a 501(c)(3) classification. (Activities other than fund-raising events, receptions or parties.)

C. Rental Fees for Auditorium, Classroom, Conference Room and Patio

1. Capacity

	<u>Auditorium</u>	<u>Classroom</u>	<u>Conference Room</u>	<u>Patio</u>
Maximum Assembly:	65	40	12	30
Maximum with Tables:	40	30	12	30

2. Fees

Auditorium
Hourly Rental Fee / Security & Cleaning Fee / Hourly Staff Fee

Group 1 \$55 / \$100 / \$23
Group 2 \$80 / \$100 / \$23
Group 3 \$70 / \$100 / \$23

Class Room Conference Room Patio
Hourly Rental Fee / Security & Cleaning Fee / Hourly Staff Fee

Group 1:
\$45 / \$50 / \$23 \$45 / \$100\$ / \$23 \$35 / \$50 / \$23
Group 2:
\$70 / \$50 / \$23 \$70 / \$100 / \$23 \$50 / \$50 / \$23

Group 3:

\$60 / \$50 / \$23 \$60 / \$100 / \$23 \$40 / \$50 / \$23

Additional fees may apply:

Staff Fee	\$23 per hour
Kitchen Use Fee	\$75
Kitchen Cleaning Deposit	\$50
Alcohol Use Fee	\$150
Alcohol Use Deposit	\$300
Amplified Music Deposit	\$250
Tour Fee	\$4 / person (\$40 minimum)

D. Use of Gallery Space

The City of Fullerton will allow use of the gallery/exhibition space only under controlled circumstances and only when rental use will not interfere with normal exhibition installation. Gallery exhibition space will not be rented out when an exhibition is occupying the exhibition area either during installation period or on exhibit. Request for gallery/exhibition space must be made in writing to the Museum Center Manager. Requests must state the nature of the activity, projected attendance; any special circumstances such as alcohol service and dancing; and exact hours needed for setup and for the activity.

Rental Fee/Refundable Security & Cleaning Deposit / Staff Fee

All user groups \$3,000 flat fee / \$1,000 / Staffing fee*

*Appropriate hourly fees for gallery security staff, security officers, and custodial staff as determined by the Museum Center Manager.

IV. Alcohol Policy

The City of Fullerton will allow the use of alcohol only under controlled circumstances. The use of alcohol is intended for private groups renting the facility. Alcohol may only be served when requested in advance and approved by the Director of Parks and Recreation. Alcoholic beverages are not allowed to be brought to the Museum Center by individuals during regular hours of operation.

The following regulations will be strictly enforced:

- A. The use of alcoholic beverages will be permitted by written permission only and must be requested at the time the facility use application is made.

- B. An additional alcohol use fee will be charged to any permittee serving alcoholic beverages. An additional refundable alcohol use deposit will also be required.

- C. At the discretion of the Director of Parks and Recreation any group of any size may be required to have a security officer present. In addition, a minimum of one staff person is required.

- D. Permittee will be held responsible for any damages resulting from their function and shall incur all costs of damages to equipment or the facility.

- E. Permittee will remove all beverage containers, empty or full, from the premises immediately following the approved function. Failure to comply will result in forfeiture of deposit.

- F. Permittee is responsible for obtaining all necessary State of California beverage control permits to allow legal sale of alcoholic beverages.

V. Amplified Music Policy

The City of Fullerton will allow amplified music only under controlled circumstances. The intended use of the Museum Center does not include use as a dance or concert hall. The use of amplified music is limited to receptions, community-based fund-raising events, and approved special events (i.e., lectures, educational programs).

The following rules will be strictly enforced:

- A. Amplified music may be used only with advance written permission from the Director of Parks and Recreation and must be requested at the time the facility use application is made.

- B. Music must be kept at a reasonable volume to be determined by City staff on site.

- C. Depending on the type of activity, a deposit of \$250 may be required. Failure to comply with any rules will result in forfeiture of deposit.

- D. Permittee will be held responsible for any damages resulting from their function and shall incur all costs of damages to equipment or the facility.

VI. General Use Limitations and Restrictions

All users of the Fullerton Museum Center shall be subject to the general use limitations, restrictions and current fees.

A. The use of alcoholic beverages will be permitted by written permission only and must be requested at the time the facility use application is made.

B. No alcoholic beverages are allowed during the regular operating hours of the Museum Center except as allowed under these regulations.

C. Amplified music is not allowed unless requested in advance and approved in writing by the Director of Parks and Recreation.

D. Except for seeing-eye dogs, animals are not allowed in the Museum Center.

E. Applicants are responsible for arranging equipment, utensils, chairs, tables, and other items to meet their special needs. In addition, when an event is concluded, applicants are responsible for returning all items used to their original places, properly disposing of garbage and cleaning whatever is necessary. It is essential that the Museum Center be left in the condition existing prior to its use.

F. Decorations are allowed, but must have prior approval and must be made of documented flame resistant materials. No nails, tacks, tape, or any other material that will damage or deface walls or ceilings may be used. All decorations must be removed by user immediately following the activity.

VII. Food Regulations

Permission to serve food must be obtained from the Museum Center Manager in advance.

A. Groups serving food must have the function entirely catered by a caterer who is approved by the Museum Center. To receive approval, the group must provide the Museum staff with the name and address of the proposed caterer.

B. Groups serving food must also meet all Orange County Health Department health code regulations.

VIII. Tours

Organizations who wish to arrange a tour of the Museum Center's exhibition, may issue a request on the rental application form. An additional fee of \$4 per person (minimum of \$40) will be required during the time of rental. Museum tours are to be arranged and approved by the Museum Center Managers. Rental parties will be notified in writing of the exhibition tour

details pending availability of docents, security requirements, and exhibition schedules.

IX. Museum Exhibition Galleries

No exhibition space is offered as a part of a facility rental. The Museum's regular operating hours remain in effect during any rental, and all rules and regulations regarding the exhibition space/galleries remain in effect.

X. Insurance and Security Requirements

A. Appropriate insurance will be required of facility users in conformance with current requirements established by the City of Fullerton Risk Management Division.

B. Specifically at dances but at other occasions as well, if the Director of Parks and Recreation or the Chief of Police consider it necessary, the assignment of one or more licensed or sworn security officers may be required. The cost of any security officers and/or the cost of the City providing other personnel necessary to the occurrence of the event, shall be borne by the group or individual sponsoring the activity.

C. The requesting agency or person shall indemnify the City of Fullerton and its officers, officials, agents, and employees against and will hold the same harmless from any and all actions, claims, damages to persons or property, penalties, obligations, or liabilities which may be asserted or claimed by any person, firm, entity, corporation, or other organization arising out of or in connection with the use of City facilities by said requesting agency or person, except those occurrences arising from the sole negligence or willful misconduct of the City of Fullerton, its officers, officials, agents, or employees.

Exhibit F

CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT

2015-16
POLICIES AND FEE SCHEDULE
REGULATING USE OF
FULLERTON DOWNTOWN PLAZA

I. Purpose

The primary objective of the Fullerton Downtown Plaza is to provide a setting for cultural, social, recreational, human service, leisure time activities, and programs in the City of Fullerton. The City may charge a fee to offset maintenance, utilities, supervision, equipment use, and administrative expenses due to the use of the plaza.

II. Use By Outside Groups and Agencies

A. The Plaza may be rented by outside groups. Proposed use of facilities or events shall not interfere with the public enjoyment of the Plaza or Museum Center; deter from the health, safety, moral welfare, or recreation of the general public; cause unusual or extraordinary expense to the City of Fullerton; or draw crowds in excess of the capacity of the facilities. Groups and individuals using the facilities shall abide by all laws and regulations, including fire and safety regulations, and Municipal Code restrictions pertaining to the use of City facilities. If damage is done to any facility, equipment, or park area during the time you are using it, you will be liable for any costs incurred associated with its repair or replacement.

1. Applicants shall be financially responsible for personal injury or property damage arising from use of the facility, meetings, or activities.
2. Reservations must be made at least thirty (30) days in advance. To reserve the Plaza, a nonrefundable fee equal to 50% of the rental fee is required to reserve a desired date.
3. Thirty (30) days prior to the event the remaining nonrefundable fees, refundable deposits and insurance fees are due. Failure to pay in full will result in cancellation of reservation.
4. Due to the scheduling of a variety of classes, events, and activities at the Plaza, applicants are required to confine their events to a specified time and location.

5. Available equipment may be checked out upon completion of a separate request form. A deposit and/or fee may be charged for equipment.
6. Cancellation of meetings and activities by users shall be made no less than sixty (60) days prior to the scheduled use of the Plaza without forfeiting any deposit collected by the City. The failure of such notification may result in forfeiture of deposit.
7. Permits may be revoked due to any violation of regulations.
8. Permits shall not be transferred, assigned or sublet.
9. The applicant shall not advertise its use of the Plaza until confirmation of reservation is received. Any references to the Plaza or the City of Fullerton in advertising shall be limited to location only. Use of the Plaza in no way implies City sponsorship or affiliation of renter's programs or organization. This clause must be printed on all flyers circulated. All advertising using the Plaza, City, and/or Museum must be authorized by City staff. Failure to comply with these rules may result in forfeiture of deposit.
10. All persons must be 18 years of age (or 21 years of age when use of alcohol is requested) when signing an application and must be a member of the applying organization.
11. The use of alcohol is permitted only when requested in advance and approval is given in writing by the Director of Parks and Recreation.
12. All state required alcohol permits are the responsibility of the applicant. All inquiries should be made to the State Alcohol Beverage Control Board located in Santa Ana, California.
13. The use of amplification equipment is permitted only when requested in advance and approval is given in writing by City staff.
14. All groups using the Plaza must complete event/activities by 10 PM and vacate the premises no later than 11 PM.
15. Groups will be charged according to the fee schedule, as set forth in this Resolution.
16. No group or individual shall be allowed to reserve a facility for more than two (2) consecutive weeks on one specific weekday (i.e. two Mondays, etc.).

17. Youth group reservations must be completed by an adult sponsor. For every fifteen (15) minors using the facility, at least one (1) adult chaperon must be present. The names of the chaperoned shall be furnished to City staff 48 hours prior to the use of the facility.

18. The Parks and Recreation Department reserves the right at any time to refuse use of any facility to any group or individual who has violated any of the conditions, rules or regulations governing the use of the facilities. Reservations may also be revoked upon ten (10) days written notice from the Director of Parks and Recreation whenever the use of a building or facility may interfere with City program activities.

19. Groups with an estimated attendance of over 75 persons, that are also serving alcohol, must pay an additional fee equal to the actual cost plus benefits per hour for a licensed or sworn security officer in addition to all other fees charged. Any group of any size may be required, at the discretion of the Director, to have a security officer present. They must also pay an alcohol use fee of \$135 and an alcohol use deposit of \$500. The alcohol fee and deposit are in addition to the standard facility use fee and deposit.

20. Groups with an estimated attendance of over 150 persons, which are also serving food, alcohol and/or craft activities, must pay an additional fee equal to the actual cost plus benefits per hour for the staff time and service of power washing. The power washing fees are applied at the discretion of the Director and are in addition to the standard facility use fees and deposits.

B. Rental Fees for Plaza

1. Hourly Rental Fee - minimum rental is four (4) hours

<u>Group 1</u>	
Up to 150 persons	\$80 / 4 hours
151 to 350	\$95 / 4 hours
351 to 650	\$125 / 4 hours
651 to 1,000	\$140 / 4 hours

<u>Group 2</u>	
Up to 150 persons	\$400 / 4 hours & \$90 / each additional hour
151 to 350	\$500 / 4 hours & \$110 / each additional hour
351 to 650	\$600 / 4 hours & \$130 / each additional hour
651 to 1,000	\$700 / 4 hours & \$150 / each additional hour

<u>Group 3</u>	
Up to 150 persons	\$90 / 4 hours

151 to 350	\$110 / 4 hours
351 to 650	\$145 / 4 hours
651 to 1,000	\$180 / 4 hours

2. Additional fees and deposits:

Alcohol Use Fee	\$150
Cleaning Deposit	\$250
Alcohol Use Deposit	\$500
Amplified Music Deposit	\$250
Staff Fee	\$23 / hour
Power Washing	\$650
Custodial Fee	\$25 / hour

C. Qualifying User Group Categories

City sponsored/City Council, other City departments, and other county state, federal, and municipal governments that conduct official activities directly sponsored by these agencies may be charged a use fee and may be charged for staff time to be determined on a case-by-case basis by the Director of Parks and Recreation.

Group 1: Nonprofit Fullerton-based civic, service, religious, cultural, and athletic organizations that conduct nonprofit oriented community service activities, events, and programs (other than fund-raising events, receptions or parties). Organization must have a 501(c)(3) classification with headquarters in Fullerton. Events which include a fund-raising activity will be charged the Group 2 fee.

Group 2: Individuals, commercial or professional firms that conduct company oriented or other activities which are: 1) profit-oriented or intended to raise funds or 2) not open to the general public.

Group 3: Nonprofit non-Fullerton based civic, services, nonprofit athletic organizations, commercial, religious, political, or cultural groups with a 501(c)(3) classification. Events which include a fund-raising activity, will be charged the Group 2 fee.

III. Alcohol Policy

The City of Fullerton will allow the use of alcohol only under controlled circumstances. The use of alcohol is intended for private groups renting the facility. Alcohol may only be served when requested in advance and approved by the Director of Parks and Recreation. Alcoholic beverages are not allowed to be brought to the Museum Center by individuals during regular hours of operation.

The following regulations will be strictly enforced:

- A. The use of alcoholic beverages will be permitted by written permission only and must be requested at the time the facility use application is made.
- B. An additional \$150 fee (above the appropriate rental fee) will be charged to any permittee serving alcoholic beverages. An additional \$500 refundable deposit (above the appropriate standard deposit) will also be required.
- C. Any function identified by Risk Management as a Class I or II event with an estimated attendance of 250 and over and where alcohol is to be served will require a minimum of one licensed or sworn security officer at an hourly rate equal to the actual cost plus benefits of providing the officer. At the discretion of the Director of Parks and Recreation, any group of any size may be required to have a security officer present. In addition, a minimum of one staff person at a rate of \$23 per hour is required.
- D. Permittee will be held responsible for any damages resulting from their function and shall incur all costs of damages to equipment or the facility.
- E. Permittee will remove all beverage containers, empty or full, from the premises immediately following the approved function. Failure to comply will result in forfeiture of deposit.
- F. Permittee is responsible for obtaining all necessary State of California beverage control permits to allow legal sale of alcoholic beverages.

IV. Amplified Music Policy

The City of Fullerton will allow amplified music only under controlled circumstances. The use of amplified music is limited to receptions, community based fund-raising events, and approved special events (i.e., lectures, educational programs).

The following rules will be strictly enforced:

- A. Amplified music may be used only with advance written permission from the Director of Parks and Recreation and must be requested at the time the facility use application is made.
- B. Music must be kept at a reasonable volume to be determined by City staff on site.

C. Depending on the type of activity, a deposit of \$250 may be required. Failure to comply with any rules will result in forfeiture of deposit.

D. Permittee will be held responsible for any damages resulting from their function and shall incur all costs of damages to equipment or the facility.

V. General Use Limitations and Restrictions

All users of the Plaza shall be subject to the general use limitations, restrictions and current fees.

A. The use of alcoholic beverages will be permitted by written permission only and must be requested at the time the facility use application is made.

B. No alcoholic beverages are allowed at the Plaza except as allowed under these regulations.

C. Amplified music is not allowed unless requested in advance and approved in writing by the Director of Parks and Recreation.

D. Applicants are responsible for arranging equipment, utensils, chairs, tables, and other items to meet their special needs. In addition, when an event is concluded, applicants are responsible for returning all items used to their original places, properly disposing of garbage and cleaning whatever is necessary. It is essential that the Plaza be left in the condition existing prior to its use.

E. Decorations are allowed, but must have prior approval and must be made of documented flame resistant materials. No nails, tacks, tape, or any other material that will damage or deface walls or structures may be used. All decorations must be removed by user immediately following the activity.

VI. Food Regulations

A. Permission to serve food must be obtained from City staff in advance. A group serving food must have the function entirely catered by a caterer who is approved by the City. To receive approval, the group must provide City staff with the name and address of the proposed caterer.

B. Groups serving food must meet all Orange County Health Department and State of California health code regulations.

VII. Insurance and Security Requirements

- A. Appropriate insurance will be required of facility users in conformance with current requirements established by the City of Fullerton Risk Management Division.
- B. Specifically at dances but at other occasions as well, if the Director of Parks and Recreation or the Chief of Police consider it necessary, the assignment of one or more licensed or sworn security officers may be required. The cost of any security officers and/or the cost of the City providing other personnel necessary to the occurrence of the event, shall be borne by the group or individual sponsoring the activity.
- C. The requesting agency or person shall indemnify the City of Fullerton and its officers, officials, agents, and employees against and will hold the same harmless from any and all actions, claims, damages to persons or property, penalties, obligations, or liabilities which may be asserted or claimed by any person, firm, entity, corporation, or other organization arising out of or in connection with the use of City facilities by said requesting agency or person, except those occurrences arising from the sole negligence or willful misconduct of the City of Fullerton, its officers, officials, agents, or employees.

CITY OF FULLERTON
PARKS AND RECREATION DEPARTMENT

2015-16
POLICY STATEMENT AND FEE SCHEDULE PERTAINING
TO PARKS AND RECREATION PARK DWELLING FEES

I. Purpose

Per Fullerton Municipal Code Sections 21.12.010 - 21.12.040, the purpose of the park dwelling fee is to implement the goals and policies of the Resource Management Element of the City's General Plan which calls for the creation of open spaces throughout the community and the provision of a comprehensive and unified system of parks and recreation facilities accessible to all residents. All money collected as fees imposed shall be deposited in the Park Dwelling Fund and shall be used solely for the acquisition, development, and improvement of public parks and recreational facilities in the city, as proposed by the City's five-year Capital Improvement Program.

II. Formula (per Resolution 8685)

$$\frac{\text{Cost/Acre (Land Acquisition)} + \text{Cost/Acre (Land Development)} \times \text{Parkland Acres}}{1,000 \text{ population} \times \text{Residents/Acquisition Development Park Std. Dwelling Unit}}$$

III. Fee

2015-16 = \$11,700 per dwelling unit

City of Fullerton
RESOLUTION CERTIFICATION

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF FULLERTON)

RESOLUTION NO. 2015-32

I, Lucinda Williams, City Clerk and ex-officio Clerk of the City Council of the City of Fullerton, California, hereby certify that the whole number of the members of the City Council of the City of Fullerton is five; and that the City Council adopted the above and foregoing Resolution No. 2015-32 at a regular meeting of the City Council held on the June 16, 2015 by the following vote:

COUNCIL MEMBER AYES:	Fitzgerald, Flory, Chaffee
COUNCIL MEMBER NOES:	Sebourn, Whitaker
COUNCIL MEMBER ABSTAINED:	None
COUNCIL MEMBER ABSENT:	None



Lucinda Williams, MMC
City Clerk

POLICE DEPARTMENT FEES

Permit Fees

Out-call Massage Technician	\$410.00	initial fee
	\$250 00	renewal
Massage Technician	\$360 00	initial fee
	\$150 00	renewal
Written and practical application test for Technicians	\$125 00	original test
	\$125 00	re-tests
Interpreter needed for test	\$200 00	per test session
CPR and/or Municipal Code test	\$50 00	each

Parking Violations

One-hour commercial	\$68 00
Commercial vehicle parked in residential zone	\$68 00
Trailer or semi-trailer parked unattached	\$68 00
Parked on parkway	\$48.00
Non-emergency repairs	\$48 00
Parking out of space/street	\$48 00
Overnight parking (2 am to 5 am)	\$35 00
Parked on a grade (3%)	\$49 00
Parked at colored curbs	
Red	\$49 00
Yellow	\$38.00
White	\$38 00
Green	\$38 00
Blue	\$119 00
Posted alley	\$49.00
Overtime parking	
No parking/stopping	\$49.00
Exceed loading time	\$38 00
Posted time zone	\$38 00
72-hour parking violation - first offense	\$113 00
72-hour parking violation - second offense within one year	\$213 00

POLICE DEPARTMENT FEES

Parking Violations (continued)

Unattended taxi in taxi zone	\$48 00
No person shall stop or stand any vehicle except a taxi in a taxi zone	\$48 00
Commercial vehicle 3-hour time limit	\$68 00
Street sweeping	\$38 00
Permit parking	\$44.00
Out of space – public lots	\$38 00
Head in only - City lots	\$38 00
Parked on private property without owner's consent	\$44 00
Authority to tow	N/A
Public grounds	\$38 00
No parking	
In intersection	\$38 00
Blocking crosswalk	\$38 00
Within 15' of fire station	\$38 00
Blocking a driveway	\$38 00
Blocking a sidewalk	\$38 00
Double parked	\$38 00
Fire lane (designated)	\$67 00
Over 18" from right curb	\$38 00
Disabled space (no visible placard) - correctable to \$25	\$288 00
Disabled crosshatch	\$288 00
Within 15' of hydrant	\$38 00
Within 3' disabled curb access ramp	\$288 00
Abandonment on highway	\$283 00
Abandonment on public or private property	\$283 00

* Fees mandated by the California Gov't Code include the following penalties

Trial Court Trust Fund	\$3.00
State Court Facilities Construction Fund	\$4 50
Trial Court Improvement Fund and Courthouse Construction Fund	\$2 50
Trial Court Imp Fund and Criminal Justice Facilities Construction Fund	\$2 50