

City of Signal Hill
Schedule of Service Fees and Charges
Amended August 24, 2021
Effective September 1, 2021
Administration Department

Description	Amount
Copies of the Municipal Code	\$105.00/each
Printed Copies of Materials	
Black and white	\$.10/page
Color	\$.50/page
Digital copies produced via email or FTP site upload	No charge
Conversion of paper documents (8 1/2 x 11) to digital copies	
(up to 30 pages)	No charge
(over 30 pages)	Actual cost of digitization
Copies of oversized drawings or plans	Actual cost of reproduction
Microfilm copies	\$1.05/page
Certified Copies	\$10.00/document
Copy of the City Charter	\$5.00/each
Copies of the CAFR	Actual cost of reproduction
CD Copies	\$1.00/each
DVD Copies	\$1.00/each
USB Flash Drive	\$1.00/each
Copies of cassette tape recordings	\$5.25/each
Copying of video tapes	\$20.00/each
Video, Photo, or Audio Production	Actual Cost*
Initiative Petition Filing Fee	\$200.00**
Candidate Filing Fee	\$25.00
(non-refundable processing fee - SHMC 1.12)	
Candidate Statement	\$850.00 deposit
FPPC Campaign Statement - Late Filing Fee	\$10.00 per day cumulative/\$100.00
Copies of Statement of Economic Interest, Campaign Statements (per FPPC)	\$.10 page
Statement of Economic Interest - Late filing Fee	\$10.00 per day maximum \$100.00
Retrieval fee for Forms or Statements 5 or more years old	\$5.00

* Cost of redaction for production of documents pursuant to AB 748 and SB 1421 or otherwise include costs/fees incurred by City for third party vendor redaction services.

** Will be refunded if petition is deemed sufficient (EC 9202(b))

City of Signal Hill
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Finance Department

Description	Amount
Business License Enforcement Penalty	\$164.00
Business License Program Administration Fee	\$55.00 each
Business License Tax	See SHMC Chapter 5.04
Delinquent Payment Charge	1.5% of outstanding balance
Return Check Fee	\$21.00
Credit / Debit Card Merchant Processing Fee	Exact amount of surcharge required by credit card processing service up to a max of \$5.00 per transaction

City of Signal Hill
Schedule of Service Fees and Charges
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Effective September 1, 2021
Police Department

Description	Amount
2-Hour Parking (SHMC 10.28.180)	\$45.00
2-6AM Commercial Vehicle Restrictions (SHMC 10.28.250)	\$71.00
72-Hour Parking (SHMC 10.28.050)	\$45.00
Administration Fee	\$10.00
Alarm Permit: (See Ordinance No. 93-09-1165)	
Business Alarm Permit: valid for 2 years	\$31.00
Residential Alarm Permit: valid for 2 years	\$16.00
Alarm Fine: Within any twelve (12) consecutive months	
First False Alarm	No Cost Recovery Fee
Burglary Alarm: Second and subsequent false alarms	\$52.00 Cost Recovery Fee each occurrence
Robbery Alarms, Panic Alarms: Second and subsequent alarms	\$104.00 Cost Recovery Fee each occurrence
Bicycle Licenses	\$1.00
Bus Zones (SHMC 10.32.070)	\$273.00
Call History List	\$13.00 plus copy rate
Catering/Ice Cream Vendor Vehicle Parked/Vending for Longer than 10 minutes in one place (SHMC 10.28.120A)	\$45.00
Citation Sign Off	\$24.00
Concealed Weapons Permit	DOJ Costs
Copies of Accident & Incident reports	\$21.00
Copies of Arrest reports	\$21.00
Detached Trailers (SHMC 10.28.230)	\$50.00
Displayed Vehicle for Sale (SHMC 10.28.060)	\$45.00
DMV Discovery Request	\$154.00
DUI Cost Recovery Fee	CVC
Firearm Sales Permit	\$545.00
Green Curb - 20 Minute Parking (SHMC 10.28.160)	\$45.00
Hotel/Motel Permits - SHMC Section 5.18.120	\$55.00
Immigration/Passport Clearance Letter	\$28.00
Massage Establishment Permit - SHMC Section 5.17	\$436.00
	\$82.00 per applicant/owner
Massage Technician Permit - SHMC Section 5.16	\$218.00
No Stopping Zone (SHMC 10.28.220)	\$50.00
Officer Contract Overtime	Actual Cost
One-Hour Parking (SHMC 10.28.170)	\$45.00
Overnight Parking Permits	\$11.00
Oversized Vehicle (SHMC 10.30.020)	\$71.00
Parking within 20 ft. of T-Signal, Stop Sign or Electric Flashing Device (SHMC 10.28.040J)	\$45.00
Park Causing Traffic Hazard (SHMC 10.28.040F)	\$50.00

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Parking In Alley (SHMC 10.32.060)	\$55.00
Park On or In Median (SHMC 10.28.040A)	\$45.00
Parking Within Space Markings (SHMC 10.28.210B)	\$45.00
Pawnbroker Permit/Renewal	\$654.00
Permit Parking (SHMC 10.28.240E1)	\$50.00
Peddlers/Vendors Vehicles Parked/Vending for Longer than 10 minutes in one place (SHMC 10.28.120)	\$45.00
Private Patrol Officer Permit - SHMC Section 5.20.050 B	\$5.25
Private Patrol System Permit - SHMC Section 5.20.030 B	\$82.00
Red Curb/No Parking Zone (SHMC 10.28.040D)	\$50.00
Repossession Fee	\$16.00
Special Events Staffing	Actual Cost
Street Sweeping (SHMC 10.28.040G)	\$50.00
Subpoena (Officer for Civil Court)	\$156.00
Turn Wheels Against Curb When Parked on Any Grade in City (SHMC 10.28.110)	\$45.00
Vehicle Repairs on City Street (SHMC 10.28.070)	\$45.00
<u>Vehicle Code Fees</u>	
18" of Curb/Wrong Way (CVC 22502A)	\$45.00
Access Ramp Handicapped (CVC 22522)	\$55.00
Double Parking (CVC 22500(H))	\$55.00
Expired Registration (CVC 4000(A)(1))	\$71.00
Fire Hydrant (CVC 22514)	\$71.00
Fire Lane (CVC 22500.1)	\$71.00
Handicapped Parking (CVC 22507.8)	\$351.00
Leaving standing a locked vehicle with any person inside who cannot readily escape from it (CVC 22516)	\$45.00
Library/Police Parking (CVC 21113(A))	\$45.00
Not Displaying Current Tags (CVC 5204(A)) <i>[Reduced to \$10.00 with proof of correction]</i>	\$45.00
Park Across Driveway (CVC 22500(E))	\$45.00
Park Blocking Handicapped Access Parking (CVC 22507.8C)	\$351.00
Park in Bike Lane (CVC 21211(A))	\$45.00
Park in Bus Stop (CVC 22500(I))	\$273.00
Park in Crosswalk (CVC 22500(B))	\$45.00
Park in Intersection (CVC 22500(A))	\$45.00
Parking on Sidewalk (CVC 22500(F))	\$50.00
<u>Vehicle Impound Fees</u>	
30-Day Hold Impound Fee	\$145.00
CVC 12500(a) Unlicensed Driver	\$145.00
CVC 14601 Suspended or Revoked Driver	\$145.00

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Description	Amount
CVC 22651 General Violations	\$145.00
Preferential Parking per vehicle - permit goes with vehicle not resident	\$11.00
Visitor Parking Permits	\$6.00
Washing Vehicle on City Street (SHMC 10.28.080)	\$45.00
White Curb Passenger Loading Zone - max of 3 minutes (SHMC 10.32.050)	\$45.00
Yellow Loading Zone/Loading should only take 20 minutes and only applies to Commercial Vehicles (SHMC 10.32.040)	\$45.00

City of Signal Hill
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Community Development Department

Description	Amount
<u>Oil Field Services</u>	See Resolution No. 2018-06-6270
<u>Building & Safety</u>	
Permit Fees	See Ordinance No. 78-9-805 and Resolution No. 2018-06-6269
Minimum Building Permit Fee	\$76.00
Building Re-inspection Fee	\$138.00
<u>Planning</u>	
<u>Residential**</u>	
Single-story additions to existing dwellings less than 500 square feet floor area	\$373.00 flat fee <u>Initial Deposit</u>
Second-story additions and additions of more than 500 square feet floor area	\$4,000.00
New single-family or duplex dwellings when view analysis is not required	\$5,000.00
New single-family or duplex dwellings with view analysis	\$6,000.00
Multi-family and tract developments fewer than 10 dwellings	\$8,000.00
Multi-family and tract developments more than 10 dwellings	\$12,000.00
Other planning applications, including parcel map, parcel map waiver, lot line adjustments, etc.	\$4,000.00
<u>Residential Inspections</u>	
4 Units	\$555.00
5-10 Units	\$694.00
more than 10 Units	\$1,389.00
<u>Commercial & Industrial**</u>	
Compliance Plans (Trucking and Storage Yards)	\$838.00 plus consultant costs*
Signs	\$93.00 flat fee
Outdoor Sales or Temporary Events	\$694.00 flat fee <u>Initial Deposit</u>
Additions to existing buildings and tenant improvement projects	\$1,500.00
Minor Tenant Improvement	\$272.00
New buildings less than 10,000 square feet	\$6,000.00
New buildings more than 10,000 square feet	\$8,000.00

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Description	Amount
Other planning applications including: Conditional Use Permits, Variances, Specific Plans, General Plan and Zoning Ordinance Amendments, etc.	\$4,149.00
<u>Miscellaneous</u>	
Abatement	Actual Cost plus consultant costs*
Administrative Citation	\$415.00 fine
Appeals (Except for Administrative Citation)	\$327.00 flat fee
Banner Sign	\$31.00 flat fee
Business License Review For Zoning	\$93.00 flat fee
Construction Time Limits 2nd Extension Review	\$475.00 plus consultant costs*
Due Diligence Letters	\$259.00 flat fee
Garage Sales	\$21.00 flat fee
Non-Traditional Use Review	\$222.00 plus consultant costs*
Off-site Plan Retrival	\$111.00 per plan set
Site Inspection	Actual Cost plus consultant costs*
Site Re-Inspection	Actual Cost plus consultant costs*

*A 20% administrative fee is applied to all consultant costs.

****Deposit Fees For Services**

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The Public Works Engineering Department collects a separate deposit for services related to outside engineering consultant review of grading and erosion control plans, street, water, sewer, and industrial waste plan checking.

Planning staff time for report preparation, project meetings and site inspections is billed at \$111 per hour. The initial deposits are estimates of the costs and hours anticipated for planners' project review and inspections. A larger initial deposit may be required for large or complex projects that include an environmental impact report, general plan amendment, zoning ordinance amendment, specific plan, conditional use permit, variance, view analysis, etc.

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City of Signal Hill
 Schedule of Service Fees and Charges
 Amended August 24, 2021
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Community Development Department: Building and Safety

Description	Amount
<u>Building Permit and Plancheck Fees</u>	
<u>1. Residential</u>	
<u>Valuation</u>	<u>Permit Fee</u>
Up to \$2,000	\$68.00
\$2,001 - \$25,000	0.9% of valuation
\$25,001 - \$50,000	0.8% of valuation
\$50,001 - \$75,000	0.75% of valuation
\$75,001 - \$100,000	0.7% of valuation
\$100,001 and up	0.68% of valuation
Permit Issuance Fee	\$68.00
<u>2. Non-Residential</u>	
<u>Valuation</u>	<u>Permit Fee</u>
Up to \$2,000	\$68.00
\$2,001 - \$25,000	0.9% of valuation
\$25,001 - \$50,000	0.9% of valuation
\$50,001 - \$75,000	0.85% of valuation
\$75,001 - \$100,000	0.8% of valuation
\$100,001 and up	0.75% of valuation
Permit Issuance Fee	\$190.00
Plancheck Fee	85% of Permit Fee

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Community Development Department: Building and Safety

Description	Amount
<u>Grading Permit Fees</u>	
1-50 cubic yards	\$346.00
51-100 cubic yards	\$62.00
101-1,000 cubic yards	\$62.00
plus \$15 per 1,000 cubic yards (or fraction thereof) in excess of 100 cubic yards	
1,001-10,000 cubic yards	\$202.00
plus \$15 per 1,000 cubic yards (or fraction thereof) in excess of 1,000 cubic yards	
10,001-100,000 cubic yards	\$342.00
plus \$11 per 1,000 cubic yards (or fraction thereof) in excess of 10,000 cubic yards	
100,001-500,000 cubic yards	\$1,369.00
plus \$20 per 10,000 cubic yards (or fraction thereof) in excess of 100,000 cubic yards	
More than 500,000 cubic yards	\$2,614.00
plus \$18 per 10,000 cubic yards (or fraction thereof) in excess of 500,000 cubic yards	
Rough Grading Permit	
Permit Issuance Fee	\$68.00 Residential or \$190.00 Non-Residential
Grading Plancheck Fees:	
When the amount of grading exceeds 50 cubic yards, a planchecking fee for grading equal to 50 percent of the permit fee shall be paid at the time of submitting plans.	

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Community Development Department: Building and Safety

Description	Amount
<u>Electrical Code Permit Fees</u>	
Energy Field Inspection Charge: Add 15% to permit fee total (excluding issuance fee)	
1. Permit Issuance Fee	\$68.00 Residential or \$190.00 Non-Residential
<u>2. System Fee Schedule</u>	
a. New multi-family residence (apt./condo) 3 units or more	.03/sq ft
b. New single & 2-family residences	.035/sq ft
c. New residential swimming pool <u>or</u> spa	\$21.00
d. New residential swimming pool with spa	\$31.00
<u>3. Carnival-Circus-Fireworks (temporary set-ups)</u>	
a. Electrical generators & electrical rides	\$13.00
b. Mechanical rides & walk-thru attractions	5.00 each
c. Booth lighting; area lighting (festoon)	5.00 each
<u>4. Temporary Power (job site)</u>	
a. First or main power distribution pole	\$277.00
b. Additional poles (same system) for distributions	\$34.00 each
<u>5. Unit Fee Schedule</u>	
a. Switches, outlets, fixtures, J-boxes, sockets, pole & platform fixtures (1 to 10)	1.00 each
For 11 or more	0.50 each
b. Busway systems (ea. 100 ft. or fraction thereof)	\$10.00
c. Sign (1 CCT or ballast)	\$10.00
For additional sign ballasts or branch circuit	2.50 each
d. Flashers, timers, meters	\$4.00
e. Misc. conduits & conductors (inc. underground)	\$10.00
f. New branch CCT (appliance, etc.)	7.50 each
<u>6. Power Apparatus</u>	
Motors, compressors, heat pumps, AC units, transformers, etc.;	
Rating in HP=KW=KVA=AC Tons	
Up to and including 3	5.50 each
Over 3 up to and including 5	10.00 each
Over 5 up to and including 10	\$16.00 each
Over 10 up to and including 25	\$21.00 each
Over 25 up to and including 50	\$26.00 each
Over 50 up to and including 100	\$36.00 each
Over 100	\$52.00 each
<u>7. Service (and sub-panels)</u>	

600 V maximum, not over 200 AMPS	\$13.00
600 V maximum, 200 AMPS to 1,000 AMPS maximum	\$26.00
Over 600 V, or over 1,000 AMPS	\$52.00

8. Plancheck Fee, when required = 50% of permit fee

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****Deposit Fees For Services**

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Community Development Department: Building and Safety

Description	Amount
<u>State Energy Plancheck Fees</u>	
(Title 24 Compliance)	
<u>Occupancy</u>	
	<u>New Construction</u>
R-3	\$26.00, plus \$10.00 for each 1,000 square feet (or fraction thereof)
R-1	\$31.00, plus \$10.00 for each 1,000 square feet (or fraction thereof)
A, B & H	\$36.00, plus \$10.00 for each 1,000 square feet (or fraction thereof)
Change of Occupancy	\$31.00 inspection fee, plus plancheck fee (if required)
Redesign or Alter Existing	\$31.00 inspection fee, plus plancheck fee (if required)
State Energy Plancheck Fees are in addition to fees required for Building Permit Plancheck Fees and shall be paid when plans are submitted for plancheck.	

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Community Development Department: Building and Safety

Description	Amount
<u>Plumbing Code and Sewer Permit Fees</u>	
<u>A. Plumbing Permit</u>	
	\$68.00 Residential or \$190.00 Non-Residential
1. Permit Issuance Fee	
2. The following fixtures (including drainage trap, vent, water piping, and backflow preventers):	\$6.00 each
Water closets, lavies, sinks, tubs, showers, floor drains, floor sinks, urinals, water fountains, and dishwashers	
3. Building drain or private sewer system	\$16.00
4. Industrial waste interceptor with trap & vent	\$16.00
5. Kitchen grease trap interceptor with trap & vent	\$6.00
6. Gas line with outlets (1 to 5 outlets)	\$6.00
For 6 or more outlets	1.00 each
7. Residential swimming pool <u>or</u> spa (complete)	\$21.00
Residential swimming pool with spa	\$31.00
8. Regulator, gas pressure, or water pressure	\$6.00 each
9. Water heater (new or change-out) with vent	\$8.00
10. Repair or alteration of drainage, water, or vent piping	\$8.00
11. Water treatment equipment and/or water piping	\$8.00
12. Lawn sprinkler systems on one meter	\$6.00
Lawn sprinkler backflow preventor devices/valve	\$1.00
13. Backflow preventors on unprotected water supplies (pools, vats, sinks) (1 to 5 preventors)	\$6.00
For 6 or more preventors	1.00 each
<u>Plancheck Fee, when required = 50% of permit fee</u>	
<u>B. Sewer Permit: (No Energy Charge)</u>	
	\$68.00 Residential or \$190.00 Non-Residential
1. Permit Issuance Fee	
2. House (Bldg.) sewer connection to public main	\$16.00
3. House sewer manhole	\$16.00 each
4. House sewer (fixture use); connect additional building-to-house sewer	\$10.00
5. Private disposal system (septic, seepage pits and/or drainfield)	\$26.00
6. Cesspool, pool drywell, drainfield (extension or replacement)	\$16.00
7. Cap, abandon, disconnect, alter, or repair building sewer system	\$10.00
<u>Energy Field Inspection Charge: Add 15% to permit fee total (excluding issuance fee)</u>	

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Community Development Department: Building and Safety

Description	Amount
Mechanical Code Permit Fees	
<u>Energy Field Inspection Charge</u> : Add 15% to permit fee total (excluding issuance fee)	
	\$68.00 Residential or \$190.00 Non-Residential
1. Permit Issuance Fee	
2. For the installation, alteration or relocation of the following: Compressors, absorption units, fuel burning furnaces, heaters, boilers, and vented decorative appliances (including vents)	
Up to and including 100,000 BTU (Up to 3 HP)	\$10.00
Over 100,000 BTU to and including 500,000 BTU (3-15 HP)	\$16.00
Over 500,000 BTU to and including 1,000,000 BTU (15-30 HP)	\$23.00
Over 1,000,000 BTU to an including 2,000,000 BTU (30-60 HP)	\$36.00
Over 2,000,000 BTU (over 60 HP)	\$52.00
3. Vent installation, relocation, or replacement (not included in an appliance permit)	\$6.00
4. Air handling units or ventilation systems installed or altered:	
Up to and including 2,000 CFM (excluding A/C)	\$6.00
More than 2,000 CFM to and including 10,000 CFM	\$13.00
More than 10,000 CFM	\$26.00
5. Air conditioning or heating duct system; total of all diffusers (supply and return)	1.00 each
Each fire damper up to and including 10	4.00 each
Each fire damper over 10	2.00 each
6. Evaporative cooler (not portable)	\$8.00
7. Ventilation fans serving a single register:	
Each fan up to and including 10	5.00 each
Each fan over 10	2.50 each
8. Kitchen hood (commercial) or spray booth with mechanical exhaust, including ductwork	\$16.00
Appliance or equipment not listed elsewhere	\$8.00
9. Swimming pool <u>or</u> spa mechanical equipment	\$31.00
Swimming pool with spa	\$47.00
10. Gas piping system (1 to 5 outlets)	\$6.00 each
For 6 or more outlets	1.00 each
11. Incinerator (commercial or industrial) new or relocated	\$31.00
<u>Plancheck Fee</u> , when required = 50% of permit fee	

*A 20% administrative fee is applied to all consultant costs.

****Deposit Fees For Services**

Deposit will be used to pay for the actual costs of planning review including: obtaining mailing labels for public notices, postage for mailing notices, public notice publication in local newspaper, landscape consultant plan check, traffic or environmental engineer consultant, City Attorney legal services beyond typical public hearings and report review, and other actual out-of-pocket consulting fees incurred by the City.

The Public Works Engineering Department collects a separate deposit for services related to outside engineering consultant review of grading and erosion control plans, street, water, sewer, and industrial waste plan checking.

Planning staff time for report preparation, project meetings and site inspections is billed at \$111 per hour. The initial deposits are estimates of the costs and hours anticipated for planners' project review and inspections. A larger initial deposit may be required for large or complex projects that include an environmental impact report, general plan amendment, zoning ordinance amendment, specific plan, conditional use permit, variance, view analysis, etc.

Applicants will be notified if the initial deposit becomes insufficient to pay for costs billed against the deposit. Before project approval, the applicant's deposit account must be adequate to pay for associated projector costs. Upon final project approval, excess deposits will be refunded to the applicant.

Planners will provide maximum one hour consultation regarding zoning issues at no cost to the applicant to identify zoning or site plan and design review issues before formal submittal of plans and full payment of the initial deposit. Applicants are encouraged to work with their architects and engineers to submit complete plans of sufficient detail to assure that the City and its consultants can perform a complete plan review. Please contact the Community Development Department at (562) 989-7340 for questions.

City of Signal Hill
Schedule of Service Fees and Charges
Amended August 24, 2021
Effective September 1, 2021

Community Development Department: Building and Safety

Description	Amount
<u>Solar Energy Fees</u>	
	\$68.00 Residential or \$190.00 Non-Residential
1. Permit Issuance Fee	
<u>2. Collectors</u> (including piping & regulators)	
a. Up to 1,000 sq. ft. (93 m ²)	\$7.00
b. 1,001 up to 2,000 sq. ft. (186 m ²)	\$10.00
c. Over 2,000 sq. ft. = \$10.00, plus \$1.50 per 1,000 sq. ft. (or fraction thereof) over 2,000 sq. ft.	
<u>3. Storage Tanks</u> (including piping & regulators)	
a. Up to 500 gallons	\$7.00
b. Between 501 gallons and 1,000 gallons	\$10.00
c. More than 1,000 gallons = \$10.00, plus \$1.50 per 1,000 (or fraction thereof) over 1,000 gallons	
<u>4. Rock Storage</u>	
a. Up to 1,500 cu. ft.	\$5.00
b. Between 1,501 and 3,000 cu. ft.	\$10.00
c. More than 3,000 cu. ft. - \$10.00, plus \$1.00 per 1,000 cu. ft. (or fraction thereof)	
5. For each appliance or piece of equipment regulated by this Code for which no fee is specified	\$7.00
6. <u>Plancheck Fee</u> , when required, = 50% of permit fee (but not less than \$15.00)	
Note: These fees do not include permit fees for any portions of the solar system which are subject to the requirements of other applicable Codes.	

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****Deposit Fees For Services**

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inspections. A larger initial deposit may be required for large or complex projects that include an environmental impact report, general plan amendment, zoning ordinance amendment, specific plan, conditional use permit, variance, view analysis, etc.

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Community Development Department: Building and Safety

Description	Amount
<u>Oil Field Services</u>	
Drilling Permit	
a. New Non-Unit Wells	\$830.00
b. New Unit Wells from Approved Drill Site	\$555.00/well
<u>Redrilling Permit</u>	
a. New Non-Unit Wells	\$555.00/well
b. New Unit Wells from Approved Drill Site	\$416.00/well
Issuance Fee	\$86.00/permit
Annual Tank Permit	\$275.00
Annual Well Permit	\$416.00/well
Annual Idle Well Permit	see Annual Well Permit
Abandonment	\$416.00/well
Abandonment Report Permit	\$416.00/well plus consultant costs*
Discovery Permit	\$416.00/well plus consultant costs*
Emergency Work Permit	\$416.00/well
Leak Testing & Observation Permit	\$555.00/well plus consultant costs*
Methane Site Testing & Mitigation Permit	\$555.00/well plus consultant costs*
Rework Permit	\$277.00/well
Liability Insurance	300,000 for property damage to any one person One million for property damage to any one accident. One million for personal bodily injury to any one person. Two million aggregate per single accident or occurrence.
Variances	\$622.00
Appeals	\$311.00
Late Fees	\$519.00
Extension/Decisions	\$519.00
Annual Electrical Permit	Total for wells, in category, not per well charge
a. 0-10 wells	\$26.00
b. 11-25 wells	\$52.00
c. 25-50 wells	\$104.00
d. 50+ wells or other facilities	\$156.00

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****Deposit Fees For Services**

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City of Signal Hill
Schedule of Service Fees and Charges
Amended August 24, 2021
Effective September 1, 2021
Public Works Department

Description	Amount
<u>Damage to City Property</u>	Actual Cost
Water and Utility Fees	See SHMC Section 13.4
After Hours Water Turn on Fee	\$156.00
Annual Backflow Administration	Actual Cost plus consultant costs*
Temporary Water Meter Installation Charge	\$475.00
Deposit for Temporary Water Meter	\$1,500.00
(deposit is reduced by \$1/day meter rental plus water usage)	
<u>Refuse Fees</u>	See Fee Resolution No. 2018-06-6265; SHMC 8.80.080
<u>Public Work Fees</u>	
Abatement	Actual Cost plus consultant costs*
Curb Painting Requests	\$104.00
Commercial Curb Painting Requests	\$547.00
Deed Preparation Fee	Actual Cost
Development Plan Check Fee	Actual Cost plus consultant costs*
Encroachment Permit/roll-off bin	\$26.00
Encroachment Permit/traffic control w/plan check	Actual Cost
Engineering Plan Check Fee	Actual Cost plus consultant costs*
Excavation Permit	\$57.00
Excavation Inspection Fee (standard specifications)	Actual Cost
Preliminary Plan Review	Actual Cost plus consultant costs*
Public Works Inspection Fee (standard specifications)	Actual Cost
Public Works Inspection Fee (engineered plans)	Actual Cost
Site Plan Review	Actual Cost plus consultant costs*
<u>Records Research/Request</u>	\$167.00
<u>Subdivision Fees**</u>	
Parcel Map Waiver	\$185.00 (filing fee)
Lot Line Adjustment Fee/Lot Merger	\$235.00 (filing fee)
Vacations	\$900.00 deposit
Final Tract Map	Actual Cost
Final Parcel Map	Actual Cost
<u>Duplication Fees</u>	\$10.00 for first page
Utility Map	\$1.25 each additional copy
Address Map	\$1.25 each additional copy
Aerial Photograph (blue line copy)	\$1.25 each additional copy
Engineering Plan	\$1.25 each additional copy

City of Signal Hill
Schedule of Service Fees and Charges
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Public Works Department

Description	Amount
Wireless Fees	
Consultant Review	Actual Cost plus consultant costs*
Wireless Permit/Renewal	Actual Cost plus consultant costs*
Sewer Connection Fee	
Fire Hydrant Flow Test	LA County Sanitation District \$763.00/fire hydrant
Sanitary Sewer & Industrial Waste	SHMC Section 13.06.04
Street Trees	
Street Tree Additional Trimming Charge	Actual Cost
Street Tree Removal Charge	Actual Cost
Street Tree Removal and Replacement Charge	Actual Cost
Street Tree Decision Appeal Fee	\$259.00
Urban Storm Water Plan Review & Inspection Program	
The following fees are a mandated local program as required by the Federal Government, the State of California and the County of Los Angeles:	
NPDES Inspection Fees	
Automotive Service Facilities	\$109.00
Commercial/Industrial Phase I Facilities (State permitted facilities)	Actual Cost plus consultant costs*
Commercial/Industrial Facilities (includes 1 follow-up inspection if corrective action required)	Actual Cost plus consultant costs*
Commercial/Industrial Facilities - Violation re-inspection (if corrective action not done)	Actual Cost plus consultant costs*
Retail Gasoline and Automotive Dealerships	\$109.00
Except for restaurants, the NPDES Inspection Fee shall be reduced by one-half for businesses with an Industrial Waste Inspection permit.	
Urban Storm Water Mitigation Plan Check	Actual Cost plus 20% Admin Fee
Const. Storm Water Pollution Prevention Plan Check	Actual Cost plus 20% Admin Fee
Storm Water Plan Inspection Fees	Actual Cost plus 20% Admin Fee
Electrical Vehicle Charging Fees	
Electrical Vehicle Charging Fee (While Charging)	\$0.55 per kWh
Electrical Vehicle Parking Fee (After 30-Minute Grace Period From End of Charge)	\$2.50 per hour

City of Signal Hill
Schedule of Service Fees and Charges
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Public Works Department

Description	Amount

<u>Water Meter Installation Fees</u>	
Up to 1 - inch with Meter	\$7,124.00 + \$100.00/LF
Up to 2 - inch with Meter (>1")	\$7,304.00 + \$114.00/LF

Any other size or special installations will be on a time and materials basis.

Regular installation includes ten hours for the installation crew and five hours for the asphalt crew for 1" and 2" installations.

*A 20% administrative fee is applied to all consultant costs.

****Deposit Fees For Services**

Deposit will be used to pay for the actual costs of public works engineering services, including those services related to outside engineering consultant review of grading and erosion control plans, street, water, sewer, industrial waste plan checking, City Attorney legal services, and other actual out-of-pocket consulting fees incurred by the City.

The Community Development Department collects a separate deposit for services related to planning review including: obtaining mailing labels for public notices, postage for mailing notices, public notice publication in local newspaper, landscape consultant plan check, traffic or environmental engineer consultant, City Attorney legal services beyond typical public hearings and report review, and other actual out-of-pocket consulting fees incurred by the City.

Public Works staff time for report preparation, project meetings and site inspections is billed at \$156 per hour. The initial deposits are estimates of the costs and hours anticipated for staff's project review and inspections. A larger initial deposit may be required for large or complex projects.

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City of Signal Hill
Schedule of Service Fees and Charges
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Community Services Department

Activity Description/Location	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Deposit
Signal Hill Park Basketball Courts					
(2 hour maximum; Resident use only; Light usage/see separate fee)					
Basketball Court	\$10.00/hr per court				
Spud Field (Athletic Use Only)					
Outfield Use Only (Non-Exclusive use)	\$15.00/hr	\$25.00/hr		\$100.00	\$10.00
Entire Field	\$75.00/hr	\$100.00/hr	\$100.00/hr	\$100.00	\$10.00
Light/Electrical Usage Fee - Summer: 6/1 - 9/30; Winter: 10/1 - 5/3. One fee for residents and non-residents.					
	<u>Summer</u>	<u>Winter</u>			
Basketball Court	\$4.00/hr	\$2.00/hr			
Softball Field	\$15.00/hr	\$8.00/hr			
Amphitheater - Signal Hill Park	\$15.00/hr	\$15.00/hr			
Amphitheater - Discovery Well Park	\$15.00/hr	\$15.00/hr			
Hilltop Park					
Picnic Shelter Permit	\$30.00/4 hrs	\$90.00/4 hrs		\$50.00	\$10.00
(4 hour maximum, 25 person limit; Children's parties not permitted in park)					
Hilltop Park Open Grass Area					
	\$80.00/hr	\$120.00/hr		\$100.00	\$30.00
(3 hour maximum, 75-person limit; 1 staff member included)					
(3 hour minimum, 1 staff member included)					
(4 hour maximum, 50 person limit; 1 staff member included)					
Signal Hill Park Open Grass Area					
	\$70.00/hr	\$120.00/hr	\$170.00/hr	\$100.00	\$30.00
(4 hour maximum; 1 staff member included)					
Reservoir Park, Signal Hill Park and Discovery Well Park *					
Picnic Shelter Permit - small (25) people	\$30.00/4 hrs	\$90.00/4 hrs	\$100.00/4 hrs	\$50.00	\$10.00
(4 hour maximum)					
Picnic Shelter Permit - large (50) people	\$45.00/4 hrs	\$105.00/4 hrs	\$115.00/4 hrs	\$50.00	\$10.00
(4 hour maximum)					
*Discovery Well Park picnic shelters are for resident use only.					
Signal Hill Park Amphitheater (Commission hearing required)					
(2 hour maximum; 1 staff member included)	\$70.00/hr	\$90.00/hr	\$110.00/hr	\$100.00	\$30.00
Jumpers and Bouncer Permit					
	\$40.00	\$60.00			\$10.00
Purchase of insurance optional	\$85.00				
Signal Hill Community Center					
(3 hour minimum, 1 staff member included)					
Room	\$75.00/hr	\$95.00/hr	\$115.00/hr	\$250.00	\$30.00
Dance Floor (includes set up)	\$200 Flat fee			\$150.00	
Portable Stage	\$200 Flat fee			\$150.00	
Cleaning Fee	\$30.00	\$30.00	\$30.00		

City of Signal Hill
Schedule of Service Fees and Charges
Amended August 24, 2021
Effective September 1, 2021
Community Services Department

Activity Description/Location	Resident & SH Non-Profit w/o MOU	Non-Resident & Non-Profit	Commercial	Refundable Cleaning/ Damage Deposit	Non-Refundable Deposit
Purchase of insurance required	\$85-\$185 (depending on usage)				
Discovery Well Community Center					
(3 hour minimum required, one staff member included)					
Room	\$60.00/hr	\$80.00/hr	\$100.00/hr	\$250.00	\$30.00
Patio/Amphitheater (with building only)	\$25.00 Flat fee	\$45.00 Flat fee	\$65.00 Flat fee		
Purchase of insurance required	\$85-\$185 (depending on usage)				
New Library					
(3 hour minimum for each rental area)					
Community Room	\$100.00/hr	\$120.00/hr	\$140.00/hr	\$250.00	\$30.00
Learning Lab	\$60.00/hr	\$80.00/hr	\$100.00/hr	\$250.00	\$30.00
Terrace Patio	\$150.00/hr	\$170.00/hr	\$190.00/hr	\$250.00	\$30.00
Zinnia Courtyard	\$150.00/hr	\$170.00/hr	\$190.00/hr	\$250.00	\$30.00
Community Room + Zinnia Courtyard	\$200.00/hr	\$220.00/hr	\$240.00/hr	\$250.00	\$30.00
Other Fees					
Custodian	\$30.00/hr				
Additional City set-up/tear down/per employee	\$20.00/hr				
Community Services Staff - Part Time	\$20.00/hr				
Community Services Staff - Full-Time	\$45.00/hr				
NOTE: Building and Amphitheater use requires staff during the event. The Community Services Dept. will determine the number of additional staff that may be required based on the event and size of the group. Security officers may be assigned at the discretion of the City, billed on an actual cost basis and approved by the Signal Hill Police Dept.					
Youth Recreation Program Fees					
(Per day rate)	Resident	Resident/ Sibling Discount	Non-Resident	Non-Resident/ Sibling Discount	
Afterschool - Kindergarten**	\$7.00	\$6.00	\$9.00	\$8.00	
Afterschool - 1st to 5th grades**	\$5.00	\$4.00	\$7.00	\$6.00	
Afterschool - Middle school**	\$3.00	\$2.00	\$5.00	\$4.00	
Off-track - Kindergarten**	\$14.00	\$12.00	\$16.00	\$14.00	
Itty Bitty Day Camp**	\$16.00	\$14.00	\$18.00	\$16.00	
Late Pick-up Fee (Per 15-minute period)	\$15.00				
Application Fee (Due annually in Sept)	\$20.00				
Forgotten Lunch Fee	\$5.00				
Sign in and out Fee	\$1.00				
Late Payment Charge	\$5.00		\$10.00		
** EFFECTIVE DATE OF CHANGES 01/01/2022					
Youth Sports Annual Fee					
Youth Sports Annual Fee (September)	\$20.00				
Excursions & Programs					
	Resident	Non-Resident			
	Actual Cost	Cost + \$5			

City of Signal Hill
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Birthday Party Package	Actual Cost	Actual Cost		
<u>Classes & Events</u>	Not to Exceed Actual Cost			
<u>Library Service Fees</u>	Resident	Non-Resident		
Library Card	FREE	FREE		
Duplicate/Lost Card	\$2.00	\$2.00		
<u>DVD</u>				
Entertainment	\$1.00	\$1.00		
Educational	Free	Free		
Damaged DVD Case	2.00	\$2.00		
Exam proctor (Per test/Per person)	\$30.00	\$30.00		
<u>Book Fines & Overdue Materials</u>	Adults	Children		
Book/Periodical	\$.35/day	\$.15/day		
Maximum Book Fine	No Maximum	No Maximum		
Interlibrary Loan Materials	\$2.00	\$2.00		
Missing Bar Code	\$.50	\$.50		
Lost or damage books & materials -	Cost plus \$2 charge	Cost plus \$2 charge		
Library copier fee	\$.15/page	\$.15/page		
Missing RFID Tag	\$4.00	\$4.00		
<u>Computer printer fees</u>				
Black & White (8.5 x 11)	\$.15/page			
Color (8.5 x 11)	\$.30/page			
Black & White (8.5 x 14)	\$.30/page			
Color (8.5 x 14)	\$.60/page			
Black & White (11 x 17)	\$.30/page			
Color (11 x 17)	\$.60/page			
<u>Dog Licensing</u>	<u>Altered</u>	<u>Unaltered</u>	<u>Other</u>	
One-Year License	\$20.00	\$95.00		
Senior Discount	\$10.00	N/A		
Replacement Tags			\$10.00	
Late Fee Penalty			\$30.00	
<u>Animal Control Fines</u>				
<u>Administrative Fines for SHMC Chapter 6.04 Dog Licensing and Fowl, Rabbits and Goats</u>				
<u>First Violation</u> Penalty charged for LBMC		\$55.00		
Sections 6.08 and 6.20 violations (Dog Licensing and Fowl, Rabbits and Goats), as incorporated by SHMC 6.04.010.				
<u>Second Violation</u> (Within one year of initial violation)		\$110.00		
<u>Subsequent Violations</u>		\$275.00		
<u>Animal Shelter, Rabies Control, Police Animals and Animal Regulations</u>				
<u>First Violation</u> Penalty charged for LBMC Sections 6.04; 6.12; 6.28; and 6.16, excluding sub-sections 6.16.080 and 6.16.190 violations, as incorporated by		\$100.00		

City of Signal Hill
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SHMC 6.04.010.					
<u>Second Violation</u> (Within one year of initial violation)		\$200.00			
<u>Subsequent Violations</u>		\$500.00			
<u>Animal Breeding and Transfer</u>					
<u>First Violation</u> - Alters animal - Penalty charged for LBMC Sections 6.16.080 and 6.16.190 violations, as incorporated by SHMC 6.04.010.		\$350.00			
<u>Second Violation</u> (Within one year of initial violation)		\$700.00			
<u>Subsequent Violations</u>		\$1,000.00			
<u>Vicious Animal Penalties</u>					
<u>First Violation</u> - Failure to surrender vicious animal Penalty charged for LBMC Sections 6.16.260, as incorporated by SHMC 6.04.010.		\$350.00			
<u>Second Violation</u> (Within one year of initial violation)		\$700.00			
<u>Subsequent Violations</u>		\$1,000.00			
<u>Appeals Process</u>					
<u>Deposit:</u> Vicious Animals Appeal Process - Security deposit held for parties declared vicious. Deposit is refunded if the appeal is granted.		Cost of Citation plus \$1,050.00			
<u>Deposit:</u> Administrative Citation Appeal Process - Security deposit held for parties who request an appeal hearing for the issuance of an Administrative Citation. Deposit is refundable if the appeal is granted.		Cost of Citation plus \$550.00			
<u>Transit Fees</u>					
	Extreme/Low Income Waiver (All Ages)	Low/Moderate Income Waiver (All Ages)	Senior Waiver	Basic Rates	
Bus Passes	\$2.75	\$5.25	\$10.50	\$21.00	
Dial-A-Taxi	\$10.00	\$10.00	\$20.00	\$20.00	
<u>Emergency Kits</u>					
Single					
\$65 (includes shipping/handling)					
Double					
\$90 (includes shipping/handling)					
<u>Fitness Trainers in Parks</u>					
	Resident	Non-Resident			
Deposit: \$100 refundable cleaning/damage for duration of permit, 3 groups per park max					
\$20 Annual Registration Fee					
Hourly rate for use of park	\$15.00/hr	\$20.00/hr			
<u>Community Garden Fee</u>					
	Residents Only	Refundable Cleaning/Damage Deposit			
Plot Fee	\$100/year	\$100.00			
Late Fee Penalty	\$10/quarter				
Plot Cleaning Fee (per occurrence)	\$50				

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Filming Permit					
(Non-Refundable)					
Filming Permit Fee	\$368				
Student Filming Permit Fee	\$35				