Proposed Master Fee Schedule
Fiscal Year 2020

Director of Finance: Dustin Claussen

HAYWARD

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Introduction

The Master Fee Schedule Resolution reports fees for services that are provided to our citizens. Fees that do not recover the full cost of providing the service result in a subsidy which shift funds away from the critical, high priority needs of job creation, public safety initiatives, utility services, and neighborhood programs.

Before a fee increase was considered the Department responsible for the service demonstrated that the services are being provided as efficiently and effectively as possible. There are a minimal number of fees that were considered for an increase in this year's amendment. For these fees, each respective department demonstrated that services are provided in a best practices manner, and that all reasonable opportunities for savings have been exhausted. As a result of this critical analysis, only fees for new programs or services have been added. Additionally, other fees have been lowered, deleted, or to clarify actual fees charged for services.

Proposition 26 Review and Compliance

In November 2010, California voters approved Proposition 26, which amended Article's XIIIA and XIIIC of the state constitution regarding the adoption of fees and taxes. Proposition 26 seeks to assure that taxes, which must be approved by the voters, are not disguised as fees, which can be approved by legislative bodies, such as a city council. The proposed Master Fee Schedule (MFS) has been reviewed for compliance with Proposition 26, and in the City Attorney's opinion, the MFS is compliant.

All City Departments

A. ADMINISTRATIVE CITATIONS – Authorized by Hayward Municipal Code (HMC) Article 7 - Administrative Citations have fines set pursuant to Government Code (GC) Section 53069 and 36900. Unless otherwise specified by Ordinance, Fee Schedule or Code, the fine amount for any violation of any section of the Municipal Code shall be:

1. First Violation	$100.00
2. Second Violation	$200.00
3. Third and Subsequent Violations	$500.00

B. ADMINISTRATIVE HEARING FEE	$761.00
C. CD-ROM or DVD	$20.00 each

D. DISHONORED OR RETURNED PAYMENT FROM BANK OR CREDIT CARD

1. If paid within 30 days of notification	$25.00 + check amount
2. If paid after 30 days of notification, subject to forgiveness of all or a portion of the fee by the Director of Finance.	As authorized by California Civil Code 1719, but not less than $25.00

E. GROSS HOUSEHOLD INCOME

The State of California annually publishes an Official State Income Limits guideline for each county. This document is available through the California Department of Housing and Community Development website at http://housing.hcd.ca.gov. Municipal programs offering income based discounts will use the 'Alameda County - Very Low Income' figures to determine eligibility.

F. LATE AND DELINQUENT PAYMENTS

Unless specifically provided otherwise, the manner of payment, delinquency status, and assessment and collection of penalties for delinquent payment of the fees imposed or reflected by this master fee schedule shall be as follows:

DAILY FEE: Due on its effective date and delinquent at 5:00 PM on due date.

MONTHLY FEE: Due on the first day of each month for which licenses, permits, fees are sought and delinquent at 5:00 PM on the tenth day of the month.

QUARTERLY FEE: Due on the first day of the yearly quarter period and delinquent at 5:00 PM on the tenth day of the first month in which the quarterly fee is due.

ANNUAL FEES: Due on the first day of the established annual period and delinquent at 5:00 PM on the tenth day of the first month in which the annual fee is due.

A late payment fee of $5.00 per month shall be applied to all accounts paid after the established due date.

The delinquent account(s) shall be assessed an interest charge of one percent (1%) per month of the unpaid delinquent balance and related interest charge. The interest charge shall be applied to all accounts delinquent for any calendar month or portion of such month, and shall not be prorated.

If the delinquent payment is paid within 30 days of notification, the interest fee may be subject to forgiveness based on hardship. The Director of Finance shall review and document all interest fees not collected.

G. PHOTOCOPYING OF FILE MATERIALS:

1. Black and White Copy - 8½ x 11 inches or 8½ x 14 inches	$0.50 per page for first ten (10) pages of each document $0.10 each additional page of same document
2. Black and White Copy – 11 inches x 17 inches	$1.00 per page for first ten (10) pages of each document $0.20 per page each additional page of same document
3. Color Copy - 8½ x 11 inches or 8½ x 14 inches	$0.75 per page
4. Color Copy – 11 inches x 17 inches	$1.50 per page
H. RESEARCH OR ANALYSIS OF RECORDS (involving more than 15 minutes)	$76.00 per hour (minimum charge $20.00)

I. SMOKING ORDINANCE

1. Smokers Violating the Ordinance	$50.00 per violation
2. Fines for businesses that fail to enforce the smoking ordinance	
(1) First Offense	$1,000.00
(2) Second Offense	$1,500.00
(3) Third Offense	$2,000.00

J. TOBACCO ORDINANCE

1. Offense Fees

(1) First Offense	$1,500.00 penalty/30 day TRL suspension
(2) Second Offense	$3,000.00 penalty/30 day TRL suspension
(3) Third Offense	$5,000.00 penalty/30 day TRL suspension or revocation
2. Reinspection Fee	$117 per visit

City Clerk

A. GENERAL SCHEDULE OF CHARGES

1.	Certification of Documents	$	13.00	for first page
		$	7.00	each succeeding pages
2.	Certificate of Residency	$	15.00	per issuance
3.	Photocopying of Public Records			
a.	Black and White Copy	$	0.50	per page for the first ten pages
		$	0.10	per page for each additional page of same document
	8½ x 11 inches or 8½ x 14 inches			
b.	Black and White Copy	$	1.00	per page for the first ten pages
		$	0.20	per page for each additional page of same document
	11 inches x 17 inches			
c.	Color Copy - 8½ x 11 inches or 8½ x 14 inches	$	0.75	per page
d.	Color Copy - 11 inches x 17 inches	$	1.50	per page
e.	Photocopying of FPPC Forms/Statements GC 81008	$	0.10	per page
4.	Reproduction of DVD of Meetings	$	20.00	per DVD
a.	City Council			
b.	Planning Commission			
5.	Publication of "Notice of Intent to Circulate a Petition for Municipal Initiative" (refundable if a sufficient petition is filed within one year) EC 9202 (b)	$	200.00	
6.	Candidate Statement (Election Year)			
a.	Publication cost of the candidate's statement in the sample ballot pamphlet set by Alameda County Registrar of Voters			Cost of printing, handling,
7.	Notary Service - G.C. 8211 and 8223	$	15.00	per signature

8. Passport Service

a.	Passport Fee	$	110.00	(age 16 and over);
	set by and payable to US Department of State	$	80.00	(under 16)
				(note: additional $60 for expedited service)
b.	Passport Execution Fee	$	35.00	
	set by US Department of State, payable to City of Hayward			
c.	Express Mail from City of Hayward to US Department of State	$	24.70	
	set by USPS, payable to City of Hayward			
d.	Express Mail from US Department of State to Customer set by and payable to US Department of State	$	16.48	
e.	Passport Photo	$	7.50	

City Manager

A. ADMINISTRATIVE SERVICES

1. Economic Development Committee Agenda	$ 4.00	per year
2. Economic Development Committee Minutes	$ 4.00	per year
3. Economic Profile or Plan	$ 5.00	each
4. Community Services Commission Agenda	$ 15.00	per year
5. Community Services Commission Minutes	$ 15.00	per year
6 . Annual Bonds Issue Fees	1/8 of 1% of bond amount	
7. Low Income Mortgage Credit	2% of first year's credit payable as part of State Fee	

B. ECONOMIC DEVELOPMENT

Hayward Film Permit

1. Film Permit applications	$ 125.00	per day
2. Expedited Film Permit (3-5 days)	$ 250.00	(excludes larger productions)
3. Film Permit (TV series, movies, feature films, pilots)	$ 175.00	per day
4. Minor Encroachment Permit (filming) – excluding work to be performed by Public Works, i.e. no traffic control plan provided, just review	$ 834.00	flat fee
5. Major Encroachment Permit (filming) – includes work from Public Works, - traffic control plan	$ 1,507.00	flat fee
6. Police clearance (filing)	$ 105.00	hourly
7. Fire Permit (filming)	$ 100.00	flat fee (does not include cost if presence is required at event)
8. Filming on City Property/ Facilities/Hangars (varies) Airport Property and Hangars- filming and photography requests will be authorized at the discretion of the Airport Manager provided that the requested activity will in no way interfere with the safe, orderly and uninterrupted use of Airport facilities by Airport users or portrays the Airport in a negative manner.	$ 1,500.00	Daily fee (extra labor, security, engineering or comparable cost are not included)
9. Filming at City Hall	$ 575.00	Daily fee (does not include cost of guard, janitorial and insurance).

C. **RENT STABILIZATION ADMINISTRATION**

1. Annual Fee per Residential Dwelling Unit $3.59
2. Annual Fee per Mobile Home Space $1.62

The fees set forth herein shall be payable immediately and shall be delinquent if not received by the Rent Review Office on or before 5 p.m., October 2, 2018 for Residential and Mobile home.

BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, facilities, additions, tenant improvements and residential remodels

- Valuation is defined as the fair market value of materials and labor for the work.
- Valuation shall be the higher of the stated valuation or the figure from the current International Code Council valuation table below.
- The current ICC Valuation data table below is adjusted with a regional construction cost modifier for the San Francisco Bay Area of 16%*. **Source: The local modifier is 1.16 times the cost per square foot as published in the Building Standards Journal, April 2002 edition.*
- The valuation for tenant improvements, residential remodels or other projects that do not involve new square footage, shall be a minimum of **60%** of the cost per square foot in the valuation table below.

	Construction Type and Minimum Cost Per Square Foot							
International Building Code Group *Building Division staff will help determine the valuation for occupancies or construction types not listed in this table. The values below are based on the **February 2015 ICC Building Valuation Data** with the Building Standards Journal 16% local cost modifier included.*	**IA**	**IB**	**IIA**	**IIB**	**IIIA**	**IIIB**	**VA**	**VB**
A-1 Assembly, theaters, with stage	265.67	256.95	250.68	240.19	225.83	219.32	206.42	198.60
A-1 Assembly, theaters, without stage	243.45	234.73	228.45	217.96	203.72	197.21	184.31	176.49
A-2 Assembly, nightclubs	205.19	200.51	200.51	194.96	176.30	171.42	159.70	154.27
A-2 Assembly, restaurants, bars, banquet halls	205.19	199.35	192.64	186.17	173.98	170.26	157.39	153.11
A-3 Assembly, churches	245.86	237.14	230.86	220.38	206.42	199.91	187.02	179.20
A-3 Assembly, general, community halls, libraries	205.18	199.46	189.02	179.70	164.41	159.06	145.00	138.34
A-4 Assembly, arenas	242.29	233.57	226.13	216.80	201.40	196.05	181.99	175.33
B Business	212.15	204.36	197.57	187.78	171.16	164.72	150.21	143.56
E Educational	223.06	215.15	208.97	199.66	186.44	176.96	162.93	157.97
F-1 Factory and industrial, moderate hazard	126.42	120.63	113.48	109.24	97.87	93.45	80.62	75.91
F-2 Factory and industrial, low hazard	125.26	119.47	113.48	108.08	97.87	92.29	80.62	74.75
H-1 High Hazard, explosives	118.33	112.54	106.56	101.15	91.18	85.60	73.93	N/A
H-2 H-3 H-4 High Hazard	118.33	112.54	106.56	101.15	91.18	85.60	73.93	68.06
H-5 (HPM) semiconductor fabrication	212.15	204.36	197.57	187.78	171.16	164.72	150.21	143.56
I-1 Institutional, supervised environment	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64
I-2 Institutional, hospitals	357.87	350.07	343.28	333.50	315.69	N/A	294.74	N/A
I-2 Institutional, nursing homes	247.74	239.94	233.15	223.37	207.90	N/A	186.95	N/A
I-3 Institutional, restrained	241.71	233.93	227.13	217.35	202.47	194.86	181.52	172.54
I-4 Institutional, day care facilities	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64
M Mercantile	153.83	147.98	141.28	134.80	123.37	119.65	106.78	102.50
R-1 Residential, hotels	213.57	205.85	200.16	190.60	176.76	172.04	158.75	153.76
R-2 Residential, multiple family	179.08	171.37	165.67	156.11	142.97	138.25	124.96	119.97
R-3 Residential, one- and two-family	166.95	162.36	158.35	154.08	148.42	144.55	138.89	130.68
R-4 Residential, care	211.73	204.02	198.33	188.77	174.64	169.92	156.62	151.64
S-1 Storage, moderate hazard	117.17	111.38	104.24	99.99	88.86	84.44	71.61	66.90
S-2 Storage, low hazard	116.01	110.22	104.24	98.83	88.86	83.28	71.61	65.74
U Utility, miscellaneous	90.27	85.23	80.09	76.01	68.70	64.16	54.32	51.77

BUILDING PERMIT FEES CALCULATED BY VALUATION

This includes all new buildings, facilities, additions, tenant improvements and residential remodels

**All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.*

- Once the valuation for the project is established, use the table below to determine the Building Inspection Fee. Several other fees are based on the Building Inspection Fee and this is outlined on the next page.

TOTAL VALUATION (Materials and Labor)	BUILDING INSPECTION FEE
$1 to $500	$29.77
$501 to $2000	$29.77 for the first $500 plus $3.87 for each additional $100 or fraction thereof, to and including $2000
$2,001 to $25,000	$87.82 for the first $2000 plus $17.74 for each additional $1000 or fraction thereof, to and including $25,000
$25,001 to $50,000	$495.68 for the first $25,000 plus $12.80 for each additional $1000 or fraction thereof, to and including $50,000
$50,001 to $100,000	$815.70 for the first $50,000 plus $8.87 for each additional $1000 or fraction thereof, to and including $100,000
$100,001 to $500,000	$1259.15 for the first $100,000 plus $7.09 for each additional $1000 or fraction thereof, to and including $500,000
$500,001 to $1,000,000	$4097.18 for the first $500,000 plus $6.02 for each additional $1000 or fraction thereof, to and including $1,000,000
$1,000,001 and up	$7109.14 for the first $1,000,000 plus $4.00 for each additional $1000 or fraction thereof

BUILDING PERMIT FEES CALCULATED BY VALUATION*

This includes all new buildings, facilities, additions, tenant improvements and residential remodels.

**All sub-permits (plumbing, mechanical and electrical) are included in the plan check and inspection fees for valuation based projects.*

INSPECTION FEES

***Fire re-inspection fees are $387*

**Hazardous Materials Inspection Fees vary on complexity of project (see Hazardous Materials comments below in Plan Review Fee Section for examples and contacts for estimates.)*

BUILDING INSPECTION FEE	*Based from Fee Table*	$_____
****FIRE INSPECTION FEE**	*Flat Rate*	$221
***HAZ-MAT INSPECTION FEE**	*Minimum*	$330/inspection
PLANNING + LANDSCAPE INSPECTION FEE	*Flat Rate*	$212

PLAN REVIEW FEES

The Building Plan Check Fee applies to all permits. Other review fees will be applied based on the specific scope of work.

**Hazardous Materials Review and Inspection fees generally range from $1,319 for small projects, such as cellular communication sites to $3,969 for larger or more complex projects, such as those that may have H-Occupancies. Please contact the Hayward Fire Department at (510) 583-4900 for an estimate for your specific project.*

BUILDING INSPECTION FEE x 1.0 = **BUILDING PLAN CHECK FEE:** $_____

*Plan Check fees for master plans shall be **1.25** x the BUILDING INSPECTION FEE*

BUILDING INSPECTION FEE x .35 = **PLANNING REVIEW FEE:** $_____

BUILDING INSPECTION FEE x .35 = **FIRE REVIEW FEE:** $_____

***HAZ-MAT REVIEW FEE**	*Minimum*	$165/hour
SOLID WASTE REVIEW FEE	*Flat Rate*	$80
BUILDING PLOT PLAN REVIEW FEE	*Flat Rate per Plot*	$294
This only applies to production homes.		
PLANNING PLOT PLAN REVIEW FEE	*Flat Rate per Plot*	$491
This only applies to production homes.		
FIRE PLOT PLAN REVIEW FEE	*Flat Rate per Plot*	$110
This only applies to production homes.		

ADMINISTRATIVE FEES

Administrative fees apply to all permits. This includes the individual permits not calculated by valuation on the following pages.

BUILDING INSPECTION FEE x .06= **TECHNOLOGY FEE:** $ _____

BUILDING INSPECTION FEE x .16 = **POLICY PLANNING FEE:** $ _____

PERMIT ISSUANCE FEE (Flat Rate Applies to All Permits) $147

SMIP FEE RESIDENTIAL: .00013% OF VALUATION SMIP FEE COMMERCIAL: .00028% OF VALUATION	CA BUILDING STANDARDS FEE: $1.00 (Valuation $1-25k) $2.00 (Valuation $25-50k) $3.00 (Valuation $50-75k) $4.00 (Valuation $75-100k) Add $1 per every 25k over 100k	**SMIP: $**_____ **CA BLDG. STANDARDS FEE $**_____

BUILDING PERMIT FEE: $ _____

The Building Permit Fee is defined as the sum of the plan check, inspection, and administrative fees. Some projects will also have impact fees which are calculated separately.

FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

Miscellaneous Permit Fees – ***Not Calculated by Valuation***	**Unit**	**Fee**
1. Standard Hourly Rate (or fraction thereof) for plan check, inspections or other administrative services	hourly	$147/hour
a. Overtime Rate for Plan Check or Inspection Services	hourly	$220.50
2. Revision (permit issuance fee and hourly plan check will also be charged)	hourly	$147
3. Permit Issuance Fee (applies to all permits)	each	$147
4. Miscellaneous Items (for items that do not have a set fee)	each	$147
5. Plot Plan Review		
a. Planning Division Plot Plan Review	each plot	$441
b. Building Division Plot Plan Review and processing	each plot	$294
6. Address Assignment		
a. New address	each	$220.50
b. Accessory Dwelling Unit Address	each	$73.50
		Inspection Fee
7. Demolition		
a. Commercial/Residential demolition up to 3,000 square feet	0-3000 sf	$294
b. Each additional 3,000 square feet	each	$147
8. Equipment Installation	first piece	$294
a. Additional Equipment at Same Site	each	$147
b. Equipment Pad	each	$220.50
9. Voluntary Residential Seismic Retrofit Using "Plan Set A" Only applies to single family homes with a crawlspace less than or equal to 4 feet high.	each	$147 **Flat Rate - no admin fees**
10. Damaged Building Survey Fire, flood, vehicle or similar damage		$588
11. Patio Covers		
a. Patio Cover (requires drawings and hourly plan check)	each	$294
b. Enclosed Patio (requires drawings and hourly plan check)	each	$588
12. Photovoltaic Systems		
a. Residential (for systems that are not flush mounted, hourly plan check fees apply)	each system	$300 **Flat Rate – no admin fees**
b. Commercial, up to 50 kilowatts (hourly plan check fees apply)	each system	$1,000
c. Commercial, each additional kilowatt 51kw-250kw (hourly plan check fees apply)	each kw	$7
d. Commercial, each additional kilowatt over 250kw (hourly plan check fees apply)	each kw	$5
13. Residential Package Permits		
a. Tub / Shower Enclosure (includes trades)		$147
b. Remodel- Complete Bathroom (includes trades)		$220.50
c. Remodel- Kitchen (includes trades)		$441
14. Storage Racks		
a. Up to 100 linear feet	first 100 lf	$441
b. Each additional 100 linear feet	each 100 lf	$147

FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

Plumbing Mechanical & Electrical Fees – ***Not Calculated by Valuation***	**Unit**	**Inspection Fee**
15. Plumbing Permits – ***Residential*** *(single-family and duplexes)*		
a. Water Heater	each	$73.50
b. Fixtures – covers 2 Inspections for any type or number of fixtures	2 site visits	$147
c. Water Service Repair / Replacement	each	$73.50
d. Water Pipe (Repair or Replacement)	each	$147
e. Sewer on private property or Cleanout Installation	each	$147
f. Sewer Ejector System	each	$147
g. Solar Water Heating System - ***Hourly plan check fees may apply for systems that are not flush mounted or have other structural issues.***	each	$147
h. Residential Gas Piping		$147
i. Residential Gas Test or Meter Reset	each	$147
16. Plumbing Permits – *Commercial + Multi-Family*		
a. Water Heater (Repair or Replacement)	each	$147
b. Water Service (Repair or Replacement)	each	$147
c. Sewer Ejector System	each	$147
d. Industrial / Commercial Process Piping System	Each 100 linear feet or fraction thereof	$147/ 100 feet
e. Gas Piping	Each 100 linear feet or fraction thereof	$147/ 100 feet
f. Gas Test / Meter Reset	each	$147
g. Sewer on private property or Cleanout Installation	each	$147
h. Grease Trap	each	$147
i. Grease Interceptor	each	$147
j. Vacuum Breaker, Backflow Preventer or Pressure Regulator	each	$147
17. Mechanical Permits – *Residential* *(single-family and duplexes)*		
a. Heating and/or Cooling Equipment (including ducts)	each	$147
b. Wall Furnace	each	$147
c. Kitchen Hood and Bathroom Vents	each	$73.50
18. Mechanical Permits – *Commercial + Multi-Family* **For units over 400 pounds or for replacements that are not in the same location, hourly plan review fees apply.*		
a. *HVAC unit (includes all associated sub-permits)	each	$220.50
b. *Air Handler Unit	each	$147
c. Vent System	each	$147
d. Exhaust Hood Replacement (additional hourly plan check may apply)	each	$147
19. Electrical Permits – *Residential* *(single-family and duplexes)*		
a. General Electrical Permit - *Residential* (rough and final)	each	$220.50
b. Residential E.V. charger	each	$73.50
c. Service Upgrade -- *Residential*	each	$73.50
d. Meter Reset	each	$73.50
e. Temporary Power Installation	each	$147
f. Minor Residential Electrical Permit (final only- no rough)	each	$147

FLAT RATE PERMIT FEES

These items will also have administrative fees added to the permit. In some cases, hourly plan review fees will also be required.

20. Electrical Permits – *Commercial + Multi-Family*		**Inspection Fee**
a. General Electrical Permit – *Commercial* + *Multi-Family* (rough and final)	each	$441
b. Commercial E.V. charger (may require additional hourly plan review)	each	$294
c. Commercial Service Upgrade	each	$147
d. Commercial Meter Reset	each	$73.50
e. Minor Commercial Electrical Permit (final only- no rough)	each	$220.50
f. Signs (illuminated exterior signage)	each	$147

Additional Services and Violations – *Not Calculated by Valuation*	**Unit**	**Fee**
21. Special Review Services		
a. Expedited Hourly Plan Review	hour	$220.50/hour
b. Expedited Plan Review	each	**200%** of Plan Review Fee
c. Phased Approval Permits	each	$588
d. Temporary Certificate of Occupancy	each	$588
e. Alternate Materials and Methods Review	each	$588
22. Copies, Re-Print + Change of Contractor		
a. Printing Scanned / Archived Drawings	each	$10 per sheet
b. Job Card / Permit Re-Print	each	$73.50
c. Change of Contractor	each	$147
23. Special Inspector Qualification Review		
a. Initial Review for Approved Inspector List	each	$588
b. Renewal Review (after 3 years)	each	$294
24. Violation Fees		
a. Investigation Fee for work done without Permits **(in addition to the regular permit fees)**	Each project	**205%** of the Building Permit Fee
b. Filing of Notice of Substandard or Hazardous Structure	hourly	$147 per hour
c. Removal of Notice of Substandard or Hazardous Structure	hourly	$147 per hour
d. Placards for Condemnation	hourly	$147 per hour
e. Notice and Order	hourly	$147 per hour
f. Stop Work Order / Red Tag	hourly	$147 per hour

B. PLANNING

1. Pre-Application Meeting [1]	No charge for 1st meeting.	Subsequent meetings** billed at $328 per hour

**Subsequent meetings related to same project/project site.

2. Code Assistance Meeting [1]	No Charge	
3. Review of Business License	$ 82	Per License
4. Annexation Proceedings Costs shall also include, but not be limited to, current annexation filing fees established by the Board of Equalization in manner provided by the State Government Code Section 54902.5.	$ 15,000	Time & Material; Initial Deposit[2]
5. LAFCO Utility Service Agreement (Preparation and processing of documents in connection with utility service to property outside of the City limits)	$ 5,000	Time & Material; Initial Deposit[2]
6. Environmental/Technical Analysis (Contract) Consultant	$ 5,000	Time & Material; Initial Deposit[2]
7. General Plan Amendment[1]	$ 12,000	Time & Material; Initial Deposit[2]
8. Text Change to Zoning Ordinance[1]	$ 12,000	Time & Material; Initial Deposit[2]
9. Rezoning and Prezoning (Including New or Major Modification to a Planned Development)[1]	$ 12,000	Time & Material; Initial Deposit[2]
10. Rezoning (Planned Development Precise Plan or Preliminary Plan Minor Modification)	$ 6,000	Time & Material; Initial Deposit[2]
11. Conditional Use Permit[1]	$ 6,000	Time & Material; Initial Deposit[2]
12. Administrative Use Permit[1]		
a. Livestock	$ 500	Per Application
b. Food Vendors	$ 700	Per Application
c. Processed Administratively	$ 2,000	Time & Material; Initial Deposit[2]
d. Involving Public Hearing	$ 6,000	Time & Material; Initial Deposit[2]
13. Site Plan Review[1]		

a. Processed Administratively	$	2,000	Time & Material; Initial Deposit[2]
b. Involving Public Hearing	$	6,000	Time & Material; Initial Deposit[2]
14. Variance/Warrants - Processed Administratively	$	2,000	Time & Material; Initial Deposit[2]
15. Variance/Warrants & Exceptions – Involving Public Hearing	$	6,000	Time & Material; Initial Deposit[2]
16. Modification of Approved Development Plan – Processed Administratively	$	2,000	Time & Material; Initial Deposit[2]
17. Modification of Approved Development Plan – Involving Public Hearing	$	6,000	Time & Material; Initial Deposit[2]
18. Extension of Approved Development Plan/Applications	$	1,000	Time & Material; Initial Deposit[2]
19. Designation of Historical or Architectural Significance [1]	$	6,000	Time & Material; Initial Deposit[2]
20. Development Agreement			
a. Review of application, negotiation of agreements, processing through Planning Commission and City Council	$	12,000	Time & Material; Initial Deposit[2]
b. Amendment Processing	$	6,000	Time & Material; Initial Deposit[2]
c. Annual Review	$	1,000	Time & Material; Initial Deposit[2]
21. Written Verification of Zoning Designation or Similar Request	$	500	Per Application
22. Research	$	164	per hour after first 15 minutes
23. Zoning Conformance Permit			
a. Tier One: Apiaries, Unattended Collection Boxes	$	210	Per Application
b. Tier Two: Household Pets (when required)	$	53	Per Application
c. Tier Three: Accessory Dwelling Unit	$	328	Per Unit
24. Sign Permits			
a. Sign Permit (one business)	$	327	

b. Sign Permit (each additional business – same application)	$	327	
c. Temporary Sign Permit (Banners, Flags, Streamers, Pennants, Bunting, Searchlights, Inflatable Signs, Human Signs)	$	100	Fee Plus
	$	200	Deposit*
	*Temporary sign deposits to be refunded upon removal of signage		
d. Portable/A-Frame Signs	$	50	Encroachment Permit
e. Mural Art	$	50	

Note: Revocable Encroachment Permit also applies to Human signs in the public right of way, see Engineering and Transportation section for applicable fee(s).

25. Sign Program	$	817	
26. Appeal Fee for Applicant	$	6,000	Time & Material; Initial Deposit[2]
27. Appeal Fee Other Than Applicant	$	400	
28. Tentative Tract or Tentative Parcel Map			
a. Processed Administratively	$	4,000	Time &Material; Initial Deposit[2]
b. Involving Public Hearing	$	6,000	Time &Material; Initial Deposit[2]
29. Landscape Lighting Assessment District Benefit Zone Annexation & Formation	$	15,000	Time &Material; Initial Deposit[2]; plus Consultant Fees
30. Lot Line Adjustment	$	4,000	Time & Material; Initial Deposit[2]
31. Certificate of Merger or Certificate of Compliance	$	4,000	Time & Material; Initial Deposit[2]
32. Security Gate Application	$	1,635	
33. Street Event Permit	$	2,944	

The Development Services Director or designee may reduce or waive this fee for certain events. (*See Fee Reduction, Waiver, and Sponsorship for Special Events Policy)*

34. Tree Preservation

a. Annual Pruning Certification	$	817
b. Tree removal/pruning*	$	490

*A Minor Encroachment Permit may also be required - see Engineering Services Section

c. Investigation and Violation Fee for work done without Permits (in addition to the regular permit fees)	200% of Tree Permit Fee

35. Mobilehome Park Closure/Change of Use	$	9,814

36. Inspections - Planning and Landscape

a. Code Enforcement Compliance Inspection Fee	$	125
b. Landscape Inspection and/or re-inspection fee	$	164 Per Hour

37. Policy Planning Fee	16% of Building Permit Fee

38. Park Dedication In Lieu Fees

a. Single-Family Detached	$	11,953
b. Single-Family Attached	$	11,395
c. Multi-Family (including accessory dwelling units)	$	9,653

39. Affordable Housing Impact Fees

1. Residential Development Projects Ten Units or More
   a. High-Density Condominiums (35 units per acre or more) $15.12/Square Foot of Habitable Space*
   b. All other Dwellings Unit Types $18.33/Square Foot of Habitable Space*

*Note: Affordable housing in -lieu fees shall be paid either prior to issuance of a building permit or prior to approval of a final inspection or issuance of an occupancy permit. Fees paid at occupancy shall be increased by 10 percent to $ 16.63/sq. ft. of habitable space for high density condominiums and to $20.16/sq. ft. of habitable space for all other dwelling unit types.

2. Residential Development Projects-Two to Nine Units

Projects of two to nine units shall pay the following

Number of Units in the Project	Percentage of Calculated Fee
2	50%
3	67%
4	75%
5	80%
6	83%
7	86%
8	88%
9	89%

3. Fractional Units

If an applicant provides on-site Affordable Units under Chapter 10, Article 17 of the Hayward Municipal Code

Fractional Unit/Total Affordable Unit Requirement x Per Square Foot Fee x Total Habitable

4. Applications for Residential Development Projects of Two or More Units Deemed Complete as of November 28, 2017

a. Projects receiving all discretionary approvals by February 1, 2018: Affordable Housing Impact Fees in effect on December 20, 2017.

b. Projects not receiving all discretionary approvals by February 1, 2018, provided that all discretionary approvals and building permit(s) are obtained within two (2) years of December 20, 2017: 50% of the Affordable Housing In -Lieu Fee calculated under either Section 1 or Section 2 above, as applicable depending on the size of the project.

[1] It is recommended that major projects be reviewed at a Pre-Application Meeting prior to submittal of a Development Review Application. A Code Assistance Meeting is also recommended involving project design to allow professionals to address technical code questions.

[2] This is an initial deposit only to cover staff labor hours and materials. The hourly rate may vary by department; the hourly rate of Planning staff is $164. Materials being deducted from deposits may include costs associated with the distribution of required public noticing, such as legal ads and post cards; an overhead charge of $0.10 per post card (in addition to applicable postage costs) will be applied to cover material and administrative costs. If during the review of the project the Planning Director estimates that the charges will exceed the deposit, additional deposit(s) will be required. Also, the Planning Director may authorize a lesser initial deposit than shown if he/she determines that processing of an application will not entail need for the full initial deposit. Prompt payments of deposits or outstanding fees owed in association with the application will assure continued staff review of the project. Any surplus deposit remaining shall be refunded promptly upon project completion.

C. CODE ENFORCEMENT – COMMUNITY PRESERVATION PROGRAM

1. Request for Postponement of Inspection

a. First Request	No Charge		
b. Second Request	No Charge		+ $400 penalty
c. Third Request	No Charge		+ $800 penalty
d. "No Show" for Inspection Appointment	$	392	+ $1,600 penalty

2. Violation of Community Preservation, Sign, Vehicle, Weed Abatement, Building, Public Nuisance, Zoning Ordinances, and HMC Code violations

a. First Violation			
(1) Initial inspection	No Charge		
(2) Reinspection shows violation eliminated	No Charge		
(3) Reinspection shows violation still exists	$	626	+ $400 penalty
(4) Second inspection violation still exists	$	626	+ $800 penalty
(5) Third, Fourth, Fifth and Subsequent inspection shows violation still exists	$	626	+ $1,600 penalty
b. Subsequent violation(s)			
(1) Initial inspection and notices	$	743	+ $800 penalty
(2) Each subsequent inspection violation still exists	$	626	+ $1,600 penalty
c. Abatement costs (per parcel)	$	1,325	plus contractor costs
d. Lien/Special Assessment (per parcel)	$	1,811	per parcel

3. Hearing Fee: (Administrative, Special Assessment, Administrative Citation, and Lien Hearings)	$	946	per Hearing

4. Egregious Violation(s) Penalties

On-going health and safety violations, public nuisances and illegal uses, including but not limited to: garage conversion, room additions, accessory structures, construction without permits, home occupation, use permits or site plan review, unpermitted uses related to environmental hazards.

a. Tier 1 for first verified violation(s)	$	1,500	
b. Tier 2 for second verified violation(s)	$	3,000	
c. Tier 3 for third and subsequent verified violation(s)	$	5,000	

5. Tobacco Retailer License, Initial or Renewal Fee	$	400	annual fee
a. First Offense	$	1,500	penalty/30-day TRL suspension
b. Second Offense	$	3,000	penalty/30-day TRL suspension
c. Third Offense	$	5,000	penalty/30-day TRL suspension
Resinspection Fee	$	117	Per visit

6. Cannabis Licensing Program, License Renewal, Inspection, Penalties Fees

a. Annual Commercial Cannabis Permit Fee:	$	15,000	minimum one inspection per year (includes up to four HPD decoy fees/inspections annually).
b. Program Fees:			
1) Initial Inspection, no violation found	$	-	
2) Initial Inspection, violations found	$	5,000	
3) 2nd reinspection, no violations	$	500	reinspection fee
4) 2nd reinspection, violations found	$	10,000	+ $500 reinspection fee
5) 3rd & subsequent reinspection, no violations	$	500	reinspection fee
6) 3rd & sebsequest reinspection, violations found	$	15,000	+ $500 reinspection fee
7) Subsequent Violations	$	10,000	+ $500 reinpsection fee
8) Subsequent reinspections, no violations found	$	500	reinpsection fee
9) Subsequent reinspections, violations found	$	15,000	+ $500 reinspection fee

10) Any required inspections after the initial inspection greater than thre hours will be assessed an hourly code enforcement inspection fee of $200/hr.

c.	Work Permit Application Fee		
	Initial Application Fee (Including, but not limited to, Fingerprints, Live Scan, and Badge)	$	299
d.	Renewal Fee w/o Live Scan	$	160

7. Grading or Encroachment Permit

a.	Code violation illegal project, penalty fee may be applied daily	$	125
b.	Code Enforcement Investigations fees, for permit not yet obtained	$	2,000

8. Building Violation Fees

a.	Investigation Fee for work done without Permits (in addtion to the regular permit fees)	200% of Building Permit Fee		
b.	Filing of Notice of Substandard or Hazardous Structure	$	164	per hour
c.	Removal of Notice Substandard or Hazardous Structure	$	164	per hour
d.	Placards for Condemnation	$	164	per hour
e.	Notice and Order	$	164	per hour

D. CODE ENFORCEMENT - RENTAL HOUSING & HOTEL INSPECTION PROGRAM

1. Annual fee for rental housing, hotel or motel			
a. Single-family, duplex, triplex, or fourplex	$	88	
b. Five or more units	$	22	Per Unit
2. First request for postponement of initial inspection or progress check	**No Charge**		
3. Inspection, report and enforcement actions pursuant to HMC, Ch. 9, Art. 5, rental unit parcels			
a. Initial inspection, no violations found	Included in Annual Fee		
b. Initial inspection, violations found	$	350	
c. First Progress Check, violations corrected	No charge		
d. First Progress Check, violations not corrected	$	350	
e. Second Progress Check	$	350	+ $400 penalty
f. Third Progress Check	$	350	+ $800 penalty
g. Fourth and Subsequent Progress Check	$	350	+ $1,600 penalty
4. Initial Inspection or Progress Check, No Access or Re-schedule			
a. First Site Visit	$	116	+ $400 penalty
b. Second Site Visit	$	116	+ $800 penalty
c. Third and Subsequent Site Visit	$	116	+ $1,600 penalty
5. Rent Control De-regulation Inspection pursuant to Ordinance No. 83-023 as amended.			
a. Initial inspection/survey and One Re-inspection	$	700	
b. Additional Re-inspections	$	350	per inspection
6. Lien/Special Assessment	$	1,811	per parcel
7. Administrative Hearing Fee	$	946	

Engineering and Transportation Services

A. AIRPORT SERVICES

1 Monthly and Daily Fees for Aircraft Parking and Storage.

Aircraft Hangar Waiting List Application Refundable Deposit of $100.00

		Monthly Charges
a.	Hangar Space	
	(1) Small T-Hangars	$280.00
	(2) Standard T-Hangars	$412.00
	(3) Large T-Hangars	$539.00
	(4) Small Executive Hangar	$935.00
	(5) Standard Executive Hangars	$1,294.00
	(6) Large Executive Hangars	$1,411.00
b.	Hangar Storage Rooms	
	(1) Small	$73.00
	(2) Medium	$101.00
	(3) Large	$196.00
	(4) Extra Large	$250.00
c.	Office Spaces	$650.00
d.	Tie Downs (Aircraft Gross Weight/Wing Span)	
	(1) Single Engine 3,500 lb and Single Engine Helicopters	$60.00
	(2) Twin Engine 12,500 lb. less than 50 ft and Twin Engine Helicopters	$75.00
	(3) 12,501 - 25,000 lb. more than 50 ft	$108.00
	(4) 25,001 - 75,000 lb	$161.00
	(5) Excess of 75,000 lbs	$216.00
e.	Transient Overnight Tie Downs (Aircraft Gross Weight/Wing Span) First Four (4) Hours Free	
		Daily Charge
	(1) Single Engine 3,500 lb. less than 40 ft	$6.00
	(2) Twin Engine 12,500 lb. less than 50 ft and all Helicopters	$8.00
	(3) 12,501 - 25,000 lb. more than 50 ft	$12.00
	(4) 25,001 - 75,000 lb	$23.00
	(5) Excess of 75,000 lbs	$29.00
	(6) Lighter-than air Airships	$20.00

f. Effective July 1, 1997 a late charge of $15.00 or 5% of the monthly rent per month, whichever is greater, shall be assessed if rent is not paid within ten (10) days of its due date (does not apply to daily rent).

i. Effective July 1, 1997, if the service of a member firm of the California Association of Photocopies and Process Servers must be utilized, a $50 fee shall be charged to the individual or business necessitating said process service.

j. The City shall charge a fee equal to the sum of the following: Five cents for each gallon of petroleum products delivered during the previous calendar month from the Leased Premises, or an amount equal to a 3 percent of the gross receipts (including fuel and gasoline taxes for which Lessee sold fuel products during the previous calendar month on or from the Airport, whichever amount is greater.

k. All month-to-month Airport leases shall include a security deposit equal to one month's rent.

2 Permits

		Annual
a.	Airport Annual Business Permit	$120.00
b.	Taxiway Access Permit	$786.00

3 Airport Land Values

Airport Land Value is on file in the Airport Administration Office and available for review.

4 Gate Access Cards

Initial Issue for Airport Tenants	Free
Initial Issue for non-direct Airport Tenants	$35.00
Replacement	$25.00

5 Hangar Padlock Keys

Duplicate Key	$5.00

6 Chocks and Chains Replacement $60.00

7 Landing Fee

Commercial aircraft operations (shall include landings of all non-based general aviation aircraft that conduct air taxi, charter or cargo operations under FAR Part 121 or Part 135) based on maximum certificated gross landing weight:

	Per Landing	Daily	Monthly
0 - 3,500 pounds	$2	$5	$13
3,501 - 6,250 pounds	$4	$10	$26
6,251 - 12,500 pounds	$8	$20	$52
12,501 - 25,000 pounds	$16	$40	$104
25,001 - 50,000 pounds	$32	$80	$208
50,001 pounds and above	$64	$160	$416

8	Hangar Exchange		
	Administration Fee for Exchange between Tenants (each Tenant)	$60.00	
	Administration Fee for Exchange into Vacant Hangar	$60.00	
9	Tie-Down Exchange		
	Administration Fee to Exchange tie-down spaces	$25.00	
10	Vacated Hangar Cleanup		
	Cleanup and disposal of items, minimum charge of 2 hours	$150.00	
	Additional hours, hourly rate	$75.00	
11	Ramp Sweeping Services, hourly rate	$90.00	
12	Maintenance Staff Service Charge per hour	$75.00	plus materials
13	Airport Administration Building Meeting Room		
	Non-profit Aviation organization charging no fee to the public	No Charge	
	For-profit Aviation organization charging a fee to the public	$ 200.00	/day
14	Airport Project Administration Fee	$5,000	

B. ENGINEERING SERVICES

1.	Publication			
	a. Standard Detail	$	34.00	
	b. "No Parking" Signs	$	25.00	
	c. Copy and print full size prints (24x36) first 10 pages (fee is per page)	$	5.00	
	d. Copy and print full size prints (24x36) 11+ pages (fee is per page)	$	2.00	
2.	Survey			
	a. Curb and gutter staking, up to 100 linear ft.	$	851.00	
	b. Curb and gutter staking: after 100 linear feet – each additional 50 linear feet	$	372.00	
	c. Grade calculations and cut sheets per location	$	372.00	
	d. Form checking: up to 100 linear feet	$	761.00	
	e. Form checking: after 100 linear feet – each additional 50 linear feet	$	190.00	
3.	Sidewalk Rehabilitation Program			
	a. Single Family Residential lots	$	550.00	
	b. Multi Family with 1 or 2 damaged locations	$	550.00	
	c. Additional locations	$	550.00	
4.	Major Street Improvement Plan Review	$	2,520.00	(Deposit – T&M)
5.	Encroachment Permit Application - Minor Work	$	327.00	Plus Public Works inspection fee
	a. Concrete			
	(1) Curb, gutter, and/or sidewalk (including driveway) first 100 linear feet	$	425.00	
	(2) Each additional 100 linear feet or fraction thereof	$	425.00	
	(3) Driveway, handicapped ramp, curb return	$	309.00	
	(4) Planter strip fill (each property)	$	154.00	
	b. Drainage			
	(1) Drainage system and appurtenance, first 100 linear feet	$	541.00	
	(2) Each additional 100 linear feet or fraction thereof	$	425.00	
	(3) Drainage tie-in to existing structures	$	425.00	
	(4) Non-standard structures (other than above)	$	541.00	
	(5) Manholes, vaults, area drains, storm water inlets, other standard structures	$	541.00	
	(6) Storm Water Interceptors	$	541.00	
	c. Street Work & Miscellaneous			
	(1) Street trenches or bores up to 100 linear feet	$	425.00	
	(2) Each additional 100 linear feet or fraction thereof	$	309.00	

(3) Street cuts, other, up to 100 square feet	$	425.00
(4) Each additional 100 sq. feet or fraction thereof	$	309.00
(5) Temporary placement of Debris Box or Storage Container within public right-of-way. (cost per month)	$	270.00
(6) Sidewalk area obstruction fee, first week only	$	579.00
a. Sidewalk area obstruction fee, each additional week or fraction thereof	$	115.00
(7) Compaction tests - each test as required per hour		
(8) Temporary lane closure only (no construction), first week only	$	309.00
a. Temporary lane closure only (no construction), each additional week or fraction thereof	$	115.00
d. Monitoring well inspection and plan review		
(1) First well		
(a) Inspection	$	425.00
(b) Plan Review	$	534.00
(2) Each additional well within same general location		
(a) Inspection	$	193.00
e. Utility Services – New or Repaired	$	-
(1) Each new or replaced utility pole location, guy wire, etc	$	309.00
(2) Each utility service connection in sidewalk or street (gas, electric, telephone, etc.)	$	425.00
f. Sanitary Sewers		
(1) Sanitary Sewer Laterals		
(a) From main in street or easement to building up to 100 linear feet	$	541.00
(b) Each additional 100 linear feet or fraction thereof	$	309.00
(c) Add for monitoring structure if required	$	541.00
(d) From existing stub at right-of-way to building up to 100 linear feet	$	425.00
(e) Each additional 100 linear feet or fraction thereof	$	309.00
(f) Each building sewer repair or replacement		
(i) In public right-of-way, complete	$	541.00
(ii) In private property (no street evacuation)	$	425.00
(2) Sanitary Sewer Building Court Mains		
(a) Each building court main when plan, profile and cut sheet are required, initial	$	541.00
(b) Each additional 100 feet or fraction thereof	$	309.00
(c) Each building court main when plan only is required for initial 100 feet or less	$	483.00
(d) Each additional 100 feet or fraction thereof	$	309.00
g. Additional Inspections	$	270.00

For any public works encroachment permit on which an unreasonable number of inspections are required, an additional fee per inspection will be charged for each inspection over and above the number deemed reasonable by the City Engineer.

	h. Permit Amendment Fee (extensions for expired permit, additional permits not originally obtained, etc.)	$ 147.00	(Per Occurrence)
6.	Encroachment Permit Application – Major Work (road closures, traffic control, more than 500 linear feet of work, etc.)	$ 4,000	(Deposit – T&M)
7.	Development Plan Review		
	a. Parcel Map Application	$ 2,000.00	(Deposit – T&M)
	b. Final Map Application	$ 6,000.00	(Deposit – T&M)
	c. Grading Permit Application	$ 4,000.00	(Deposit – T&M)
	d. Geologic Investigation and Report Peer Review	$ 4,000.00	(Deposit – T&M)
8.	Penalties Failure to comply with this notice will result in further enforcement action by the Code Enforcement Division including, but not limited to; additional permit, inspection and penalty fees, and/or other available legal remedies.		
	a. Public Works penalty for work in public right-of-way or grading without a permit	$ 2,000.00	
	b. Code violation illegal project, penalty fee may be applied daily	$ 125.00	
	c. Code Enforcement Investigation fees for permit not yet obtained	$ 2,000.00	
9.	Dig-Once Policy		
	a. Engineering Plan Review	$ 2,500.00	(Deposit – T&M)
	b. Moratorium Override Request Fee	$ 5,000.00	(Deposit – T&M)
10.	Section 7-4 Wireless Communication Facilities		
	a. Wireless Communication Facilities in the Public Right of Way (WCR PROW)		
	(1) WCF PROW Permit Application Fee	$ 2,000.00	(Deposit – T&M)
	(2) Renewal Fee	100% of Application Fee	
	(3) Appeal Fee	$ 400.00	
	(4) Application Pre-Submittal Review Fee	No Charge	
	b. Small Cell Master License Agreement (MLA)		
	(1) MLA Processing	$ 4,000.00	(Deposit – T&M)
	(2) Pole License Administrative Fee	$ 2,500.00	(Deposit – T&M)

Finance

A. **ASSESSMENT DISTRICT FEES**

1.	Establishment Fee (applicable to all districts petitioned or requested after September 9, 1988)	$3,084.00
2.	Annual Administration Fee (applicable to all districts)	$2,934.00
3.	Bond Call Fee (applicable to all districts)	$302.00
4.	Annual Adjustment: The 3 fees listed above shall be adjusted annually. Each fee shall increase by the lesser of: (1) 5% or (2) the percentage of increase, if any, in the San Francisco Bay Area Consumer Price Index (CPI-U) or (3) the City's actual incremental cost. When the 3 fees are so adjusted, the adjusted fees shall become the new base. The CPI for the San Francisco Bay Area in effect at the time of each annual updating of the Master Fee Resolution shall be used in determining each set of annual adjustments.	Calculated Adjustment
5.	Irrevocability of the Establishment Fee: Whether or not a proposed local improvement district becomes legally established, the Establishment Fee applies as the City's charge for initiating the transaction.	Same as amount paid in A (1)
6.	Special Assessment Inquiries	$26.00 each
7.	Secondary Disclosure Reporting	$256.00/ District

B. OPERATING PERMITS

1.	Bingo Permit (Reference HMC 4-3)		
	a.	Initial or renewal Fee	$28.00
2.	Card Club Permit (Reference HMC 4-3)		
	a.	Application Fee	$94.00
	b.	Annual Table Fee	$8,693.00 per table
3.	Closeout Sale Permit (Reference HMC 6-4)		
	a.	Initial Fee	$24.00
	b.	Renewal	$24.00
4.	Cabarets and Dance Licenses and Permits (Reference HMC 6-2)		
	a.	Annual License (payable quarterly in advance)	$315.00 per year
	b.	Single Event Permit	$105.00
5.	Preferential Parking Permit (Reference Hayward Traffic Regulations Section 3.95 and Hayward Traffic Code 6.36)		
	a.	Initial Fee and Biennial Renewal Fee (for up to two residential or visitor permits)	$47.00
	b.	Each additional residential permit	$23.00
	c.	Each additional visitor permit	$23.00
	d.	Permit Replacement fee	$23.00
6.	Peep Show Permit (Reference HMC 6-9)		
	a.	Peep Show Device	Time & Material
	b.	Investigation Fee	Time & Material
7.	Tobacco Retailer License (Reference HMC 10-1.2780)		
	a.	Initial or renewal Fee	$400.00

C. MISCELLANEOUS FEES

1.	Monthly Listing of New Hayward Based Businesses	$15.00 per month
2.	Business Verification/Ownership Research	$23.00 per business
3.	Parking Tax Offset Fee	$2.50
4.	Online Credit/Debit Card Payment Transaction Fee	$3.95 per transaction
5.	Business License Application Fee	$25.00 per application
6.	Business License Technology Fee	$10.00 per business
8.	Customer Initiated Chargeback Fee	$25.00 per chargeback

Fire Department

A. FIRE PREVENTION

Standard Hourly Rate	per hour	$221.00
OVERTIME (AFTERHOUR INSPECTION)	per hour	$331.00
Expedited Plan Review (2 hour minimum)	per hour	$331.00
New Fire Sprinkler Systems PLUS Hydraulic Calculation Fee* (See Below)		
1-29 Heads	per floor or system	$1,548.00
30-100 Heads	per floor or system	$1,880.00
101-200 Heads	per floor or system	$2,101.00
201-350 Heads	per floor or system	$2,433.00
351+ Heads	per floor or system	$2.986.00
Fire Sprinkler —Tenant Improvements (PLUS Hydraulic Calculation Fee*, if applicable)		
LESS THAN 30 HEADS W/ NO HYDRO - Minor plan check required-only one inspection		$663.00
LESS THAN 30 HEADS WITH HYDRO - Minor plan check required-only one inspection		$885.00
Minor plan check required-only one inspection		
30-100 Heads	per floor or system	$1,659.00
101-200 Heads	per floor or system	$2,101.00
201-350 Heads	per floor or system	$2,433.00
351+ Heads	per floor or system	$2,986.00
Tract Review – Fire Sprinkler Master Plan Check PLUS Hydraulic Calculation Fee*	See above	
Duplicate TRACT Plan Check 13D SYSTEM (SFD/TOWNHOUSE)	per floor or system	$885.00
Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 200 Heads and Below	per floor or system	$1,106.00
Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 201 – 350 Heads	per floor or system	$1,327.00
Duplicate TRACT Plan Check 13 SYSTEM (BUILDING) - 351+ Heads	per floor or system	$1,548.00
Additional Fire Sprinkler Review Items		
Hydraulic Calculation*	per remote area	$885.00
Antifreeze System	per system	$1,659.00
Dry Pipe Valve	per valve	$1,770.00
Deluge/Pre Action	per valve	$2,101.00
Pressure Reducing Station	per valve	$2,433.00
Fire Pump	per pump	$2,876.00
Water Storage Tank		
Gravity	per tank	$1,659.00
Pressure	per tank	$1,659.00
Fire Standpipe System		
Class I, II, III & Article 81	per standpipe	$1,991.00
Fire Alarm System -New		
0-15 Devices*	per system	$1,106.00
16-50 Devices	per system	$1,548.00
51-100 Devices	per system	$1,991.00
101-500 Devices	per system	$2,433.00
Each additional 25 devices up to 1,000	per system	$1,106.00
1001+	per system	$4,425.00
Each additional 100 devices	per system	$2,212.00
*Devices=All Initiating and indicating appliances, including Dampers		
Existing system under 8 devices		$663.00
Additional Fire Alarm Review Items		
Hi/Lo Alarms	each	$1,216.00

Low Air/Temp Alarms	each	$1,216.00
Graphic Annunciator Review	each	$1,216.00
Hazardous Activities or Uses		
Installation Permits		
Clean Agent Gas Systems	each	$1,216.00
Dry Chemical Systems	each	$1,216.00
Wet Chemical/Kitchen Hood	each	$1,216.00
Foam Systems	each	$1,216.00
Paint Spray Booth	each	$1,216.00
Vehicle Access Gate	each	$553.00
Monitoring	each	$663.00
Aboveground—Flammable/Combustible Liquid Tank and/or Pipe	per site	$1,106.00
Underground—Flammable/Combustible Liquid Tank and/or Pipe	per site	$1,106.00
Fuel Dispensing System Complete	per site	$1,216.00
High Piled/Rack/Shelf Storage	each	$1,438.00
Smoke Control CFC	each	$1,438.00
Medical Gas Alarms	per system	$1,216.00
Refrigerant System	each	$1,106.00
Refrigerant Monitoring System	each	$1,216.00
AMMR Review		
Activity Permits (Single Event/One-Time)	each	$663.00
Open Flames and Candles (105.6.32)	per permit	$885.00
Carnivals and Fairs (105.6.4)	per permit	$1,106.00
Seasonal Lots (Christmas Tree/Pumpkin Lot)	per permit	$221.00
Special Events (Haunted House/Camps)	per permit	$221.00
Explosives (105.6.14)	per permit	$1,106.00
Fireworks; Displays (105.6.14)	per permit	$1,106.00
Hot-Works Operations (105.6.23)	per permit	$885.00
LP-Gas (105.6.27)	per permit	$1,106.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per permit	$1,106.00
Covered Mall Buildings (105.6.9)	per permit	$1,106.00
Open Burning (105.6.30)	per permit	$1,106.00
Pyrotechnical Special Effects Material (105.6.36)	per permit	$1,106.00
Temporary Membrane Structures, Tents and Canopies (105.6.43)		
Small Tent Structure (750 Sq. Ft. or less)	per permit	$526.00
Large Tent Structure (751 Sq. Ft. or above)	per permit	$647.00
Fire Safety Inspections	per application	$885.00
Non-Compliance Inspections	per inspection	$885.00
Outside Agency	per inspection	$885.00
Facility Inspections		
Annual State-Mandated Pre-Inspections (6 or less Occupants)	per facility	$50.00
Annual State-Mandated Pre-Inspections (7 or more Occupants)	per facility	$100.00
Apartments		
16-100 units	per facility	$885.00
More than 100 units	per facility	$1,106.00
24 Hour Community Care Facilities		
7 to 49	per facility	$414.00
50 or More	per facility	$885.00
Day Care Centers		
Residential 9-14	per facility	$221.00
Commercial 15+	per facility	$442.00
High Rise Building	per facility	$1,327.00
Homes for the Mentally Impaired (7 or more Occupants)	per facility	$885.00
Hospital and Jail	per facility	$1,991.00

Hotels/Motels	per facility	$885.00
School	per facility	$995.00

Reports

Life Safety Report	per report	$0.50/page for first ten (10) pages of each document $0.10 each additional page of same document
Life Safety Report Photographs	per photograph set	Direct cost of Duplication
Subpoenaed Reports	per report	$0.50/page for first ten (10) pages of each document $0.10 each additional page of same document

Other Fire Fees

Underground Fire Service Plan Check	each	$1,991.00
Emergency Underground Repair	each	$663.00
Hydrant Flow Test (existing Hydrants)	each	$774.00
Fire Plans Examiner Miscellaneous	each	$331.00
Re-Inspection Fee	per hour	$387.00
False Alarm Response *	per billed incident	$995.00
Fire Hydrants	per hydrant	$221.00
Re-roofing Permits /Siding/Windows (Applicable only in Wildland/Urban Interface)	per application	$110.00
Fire Permit Extension Fee	per 6-month extensio	$110.00
Pre-Application/General Plan Review/Code Assistance	per meeting	$885.00
Planning/Engineering Referrals (HWD)	per application	$885.00
Business License Reviews	each	$774.00
Fairview Planning Referrals	each	$331.00
Fairview New Construction	per application	$995.00

Annual Permits

Aerosol Products (105.6.1)	per year	$1,106.00
Amusement Buildings (105.6.2)	per year	$885.00
Aviation Facilities (105.6.3)	per year	$885.00
Carnivals and Fairs (105.6.4)	per year	$885.00
Cellulose Nitrate Film (105.6.5)	per year	$885.00
Combustible Dust-Producing Operations (105.6.6)	per year	$885.00
Combustible Fibers (105.6.7)	per year	$885.00
Compressed Gases (105.6.8)	per year	$885.00
Covered Mall Buildings (105.6.9)	per year	$2,433.00
Cryogenic Fluids (105.6.10)	per year	$885.00
Cutting and Welding (105.6.11)	per year	$885.00
Dry Cleaning Plants (105.6.12)	per year	$885.00
Exhibits and Trade Shows (105.6.13)	per year	$885.00
Explosives (105.6.14)	per year	$885.00
Fire Hydrants and Valves (105.6.15)	per year	$885.00
Flammable and Combustible Liquids (105.6.16)	per year	$885.00
Floor Finishing (105.6.17)	per year	$885.00
Fruit and Crop Ripening (105.6.18)	per year	$885.00
Fumigation or Thermal Insecticide Fogging (105.6.19)	per year	$885.00
Hazardous Materials (105.6.20)	per year	$885.00
HPM facilities (105.6.21)	per year	$1,106.00
High-Piled Storage < 12000 SF (105.6.22)	per year	$885.00

High-Piled Storage > 12000 SF (105.6.22)	per year	$1,106.00
Hot-Works Operations (105.6.23)	per year	$885.00
Industrial Ovens (105.6.24)	per year	$885.00
Lumber Yards and WoodWorking Plants (105.6.25)	per year	$885.00
Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings (105.6.26)	per year	$885.00
LP-Gas (105.6.27)	per year	$885.00
Magnesium (105.6.28)	per year	$885.00
Miscellaneous Combustible Storage (105.6.29)	per year	$885.00
Open Burning (105.6.30)	per year	$885.00
Open Flames and Torches (105.6.31)	per year	$885.00
Open Flames and Candles (105.6.32)	per year	$885.00
Organic Coatings (105.6.33)	per year	$885.00
Places of Assembly < 300 (105.6.34)	per year	$885.00
Places of Assembly > 300 (105.6.34)	per year	$1,106.00
Private Fire Hydrants (105.6.35)	per year	$885.00
Pyrotechnical Special Effects Material (105.6.36)	per year	$885.00
Pyroxylin Plastics (105.6.37)	per year	$885.00
Refrigeration Equipment (105.6.38)	per year	$885.00
Repair Garages and Motor Fuel-Dispensing Facilities (105.6.39)	per year	$885.00
Rooftop Heliports (105.6.40)	per year	$885.00
Spraying or Dipping (105.6.41)	per year	$885.00
Storage of Scrap Tires and Tire Byproducts (105.6.42)	per year	$885.00
Technology Fee	per year	6% of annual permit fee
Tire-Rebuilding Plants (105.6.44)	per year	$885.00
Waste Handling (105.6.45)	per year	$885.00
Wood Products (105.6.46)	per year	$885.00
Essential City Facilities	per year	$885.00
Miscellaneous Fees - Building Permits		
Minor Tenant Improvement	per permit	$663.00
Revision-minor changes to (E) permit	per permit	$331.00
Cellular Sites		
Existing Site	per permit	$663.00
New Site	per square footage	VARIABLE - SEE CHART
Equipment Installations	per permit	$663.00
HVAC/air units		
If over 2,000 cfm	per permit	$221.00

B. HAZARDOUS MATERIALS OFFICE

Annual Certified Unified Program Agency (CUPA) Program Permit and Registration Fees

1. Hazardous Materials Storage Permit

Annual permit per facility for storage and/or handling of hazardous materials as defined in Hayward Municipal Code, Chapter 3, Article 8.

1A	Storage of one (1) or more types Solid - up to 500 pounds Liquid - up to 55 gallons Gaseous - up to 2,000 cubic feet at STP	$234.00 per year
2A	Storage of one (1) or more types Solid - over 500 & up to 5,000 pounds Liquid - over 55 & up to 550 gallons Gaseous - over 200 & up to 2,000 cubic feet at STP	$247.00 per year
3A	Storage of one (1) to five 5) types Solid - over 5,000 & up to 25,000 pounds Liquid - over 550 & up to 2,750 gallons Gaseous - over 2,000 & up to 10,000 cubic feet at STP	$261.00 per year
3B	Storage of six (6) or more types Solid - over 5,000 & up to 25,000 pounds Liquid - over 550 & up to 2,750 gallons Gaseous - over 2,000 & up to 10,000 cubic feet at STP	$289.00 per year
4A	Storage of one (1) to five (5) types Solid - over 25,000 & up to 50,000 pounds Liquid - over 2,750 & up to 5,000 gallons Gaseous - over 10,000 & up to 20,000 cubic feet at STP	$302.00 per year
4B	Storage of six (6) or more types Solid - over 25,000 & up to 50,000 pounds Liquid - over 2,750 & up to 5,000 gallons Gaseous - over 10,000 & up to 20,000 cubic feet at STP	$316.00 per year
5A	Storage of one (1) to five (5) types Solid - over 50,000 pounds Liquid - over 5,000 gallons Gaseous - over 20,000 cubic feet at STP	$357.00 per year
5B	Storage of six (6) to ten (10) types Solid - over 50,000 pounds Liquid - over 5,000 gallons	$399.00 per year

	Gaseous - over 20,000 cubic feet at STP	
5C	Storage of eleven (11) or more types Solid - over 50,000 pounds Liquid - over 5,000 gallons Gaseous - over 20,000 cubic feet at STP	$413.00 per year

2. Hazardous Waste Generator Program

a.	Conditionally Exempt Small Quantity Generator (CESQG) - Up to an including 100 kilograms per month (approximately up to and including 27 gallons or 220 pounds per month) or less than or equal to 1 kilogram of acutely hazardous waste per month	$178 per year
b.	Small Quantity Generator (SQG) - Over 100 kilograms up to an including 1000 kilograms per month (approximately over 27 gallons up to and including 270 gallons or over 220 pounds up to and including 2,220 pounds per month)	$330 per year
c.	Large Quantity Generator (LQG) - Greater than 1000 kilograms per month (approximately over 270 gallons or 2,220 pounds per month) or greater than 1 kilogram of acutely hazardous waste per month	$440 per year

3. Hazardous Waste Treatment (Tiered Permit) Program

a.	Permit by Rule (Fixed Units)	$440.00 per facility per year
b.	Permit by Rule (Transportable units)	$440.00 per facility per year
c.	Conditional Authorization	$247.00 per facility per year
d.	Conditional Exemption, Specified Waste	$220.00 per facility per year
e.	Conditional Exemption, Small Quantity Treatment	$220.00 per facility per year
f.	Conditional Exemption, Commercial Laundry	$220.00 per facility per year
g.	Conditional Exemption, Limited	$220.00 per facility per year

4.	Hazardous Materials Business Plan (HMBP)	$247.00 per facility per year
5.	Underground Storage Tank (UST) Program	$1,239.00 for 1st UST per year $536.00 per add'l UST per year
6.	Aboveground Petroleum Storage Act Program (APSA) - Spill Prevention Control and Countermeasure Plan (SPCC)	$302.00 per facility per year

7. California Accidental Release Prevention (CalARP) Program

a.	Small CalARP facility	$2,560.00 per facility per year
b.	Large CalARP facility	$2,643.00 per facility per year

8. Annual State Surcharges*

a.	CUPA Program Oversight	Current State Fee*
b.	Underground Storage Tanks (UST) Program	Current State Fee*
c.	CalARP Program	Current State Fee*

d. California Electronic Reporting System (CERS)	Current State Fee*
e. Aboveground Petroleum Storage Act (APSA)	Current State Fee*

**These fees are established through a regular fee adoption process by the State of California and are required to be collected at the current State of California rate by the Hayward Fire Department's Certified Unified Program Agency (CUPA). The fees are then required to be remitted by the City of Hayward Fire Department to the State of California on a quarterly basis. The fees are set by the State of California per Title 27 California Code of Regulations Section 15240.*

9. Technology Fee	6% of annual permit fee

New Construction Permits and Fees

10. New Construction	
a. Large, Tenant Improvement – New Facility	$3,969.00
b. Medium, Tenant Improvement – New Facility	$2,605.00
c. Small, Tenant Improvement – New Facility	$1,319.00
11. New Facility – No Construction	
a. Medium to Large	$1,982.00
b. Small	$991.00
12. Underground Storage Tank	
a. System Installation – VPH*	$4,171.00
b. Piping Installation	$1,445.00
c. Piping Installation – VPH*	$1,775.00
d. UDC/Sump Installation	$1,445.00
e. UDC/Sump Installation – VPH*	$1,775.00
f. System Removal	$1,817.00
g. Piping Removal	$1,156.00
h. UDC/Sump Removal	$1,156.00
i. EVR Phase I Installation or Upgrade	$660.00
j. EVR Phase II Installation or Upgrade	$1,197.00
k. Monitoring System Installation or Upgrade	$1,073.00
l. System Tank/Piping Repair	$1,899.00
m. System Tank/Piping Repair – VPH*	$2,230.00
n. System Miscellaneous Component Repair - Major	$1,899.00
o. System Miscellaneous Component Repair – Major – VPH*	$2,230.00
p. System Miscellaneous Component Repair - Minor	$784.00
q. System Miscellaneous Component Repair – Minor – VPH*	$1,115.00
r. Temporary Closure	$1,486.00

*VPH - Vacuum, Pressure, and Hydrostatic Continuously Monitored Systems

13. Aboveground Storage Tanks	
a. System Installation	$1,239.00
b. System Removal	$1,073.00
c. System Repair or Modification	$949.00

14. California Accidental Release Prevention (CalARP) Program

a. Large - Risk Management Plan Review	$7,103.00
b. Small - Risk Management Plan Review	$4,460.00
c. Other costs incurred, including but not limited to third-party review, laboratory work, public notice, communication and correspondence	$165.00 per hour or cost

15. Meetings

a. Code Assistance Meeting	$413.00
b. Pre-Application Meeting	$330.00

16. Request for Alternate Means of Protection (AMP)

a. Review	$660.00

Miscellaneous Fees

17. Facility Closure

a. 3A and above – full facility closure	$1,817.00
b. 3A and above – partial facility closure	$1,032.00
c. Below 3A – full facility closure	$619.00
d. Below 3A – partial facility closure	$413.00

18. Contamination

a. Staff oversight	$165.00 per hour

19. Site Clearance

a. New construction/use – large	$413.00
b. New construction/use – small	$247.00
c. Property transfer – large	$413.00
d. Property transfer – small	$247.00

20. Other Inspections and Compliance Verification

a. Re-inspection (CUPA and non-CUPA)	$165.00 per hour
b. Re-inspection beyond allowed by permit	$330.00 per insp.
c. After-hours inspection	$247.00 per hour
d. Miscellaneous Inspections and Activities	$165.00 per hour
e. Compliance verification	$82.00 per notice

21. Plan Review/Checking Fees - General

a. Planning Review Fee	$165.00 per hour
b. Plan Checking Fee	$330.00 per insp.
c. Expedited Plan Checking Fee (two hours minimum)	$247.00 per hour

22. California Environmental Reporting System

a. Assistance Fee	$165.00 per hour
b. Assistance Fee (after hours)	$247.00 per hour

Information Technology

A.	**Video Technician** Video services, including editing and duplication, provided for events	$ 98.00	per hour
B.	**GIS Map Printing**	$ 76.00	per hour

Library and Community Services

A.		**GENERAL SCHEDULE OF CHARGES:**		
1		Overdue Fines:		
	a.	Print material, videotapes and sound recordings	$ 0.25	per day (maximum cost of item)
	b.	DVD's	$ 0.25	per day (maximum cost of item)
	c.	Reference materials (return within 7 days)	$ 3.00	per day (maximum cost of item)
	d.	Billing Fee – reference materials (returns after 7 days)	$ 75.00	
	e.	Billing Fee – all others	$ 20.00	
	f.	Fine Limit (non-returns)		Original cost of item plus Billing and Processing Fees
2		Replacement of Lost/Damaged Pamphlet (includes $0.50 for Barcode Replacement)	$ 2.00	
3		Replacement of Lost/Damaged Audio/Visual Case		
	a.	Multiple Cassettes/CD/DVD Cases	$ 9.00	
	b.	Cassette Bags	$ 3.00	
	c.	Single Compact Disc and DVD Cases	$ 3.00	
	d.	Video Cassette Cases	$ 4.00	
	e.	Video Booklet	$ 3.00	
4		Agendas and Minutes – Library Commission	$ 30.00	per year
5		Inter-Library Loan (+ any charges imposed by the lending library)	$ 5.00	
6		Processing fee for lost item in addition to original cost of item	$ 6.00	
7		Replacement of lost library card (borrower's card)	$ 2.00	
8		Replacement lost/damaged bar codes	$ 1.00	
9		Teacher Loan Box (includes $0.50 for Barcode Replacement)	$ 10.00	
10		Mailing of library materials		Cost of mailing
11		"Fines-Free" Library Loan Program Membership Fees		
	a.	Extended loan of up to 3 items at-a-time	$ 2.99	per month
	b.	Extended loan of up to 5 items at-a-time	$ 4.99	per month
	c.	Extended loan of up to 10 items at-a-time	$ 8.99	per month
B.		**ADMINISTRATIVE SERVICES**		
	1	Community Services Commission Agenda	$ 15.00	per year
	2	Community Services Commission Minutes	$ 15.00	per year

Maintenance Services Department

A. HAYWARD CITY HALL RENTAL

1. Fees for the use of Hayward City Hall, attached hereto and by this reference made a part hereof:

RENTAL RATES:

Rotunda**	$880.00	Per Event
Pre-function Area**	$408.00	Per Event
Plaza – Half Day Rental	$470.00	4-Hour Rental
Plaza – Full Day Rental	$517.00	All Day Rental
Council Chambers	$470.00	Per Event
Security Admin Fee (plus security contract cost)	$57.00	Per Event
Janitorial Admin Fee (plus janitorial contract cost)	$57.00	Per Event
Portable Bar	$76.00	Per Event
Sound System	$133.00	Per Event
Insurance Admin Fee – City Purchased	$79.00	Per Issuance
Insurance Admin Fee – Third Party	$86.00	Per Issuance

**Rental fee includes the use of a maximum of 20 tables and 150 chairs. Additional tables and chairs will be the responsibility of the user.

Application Procedures

- File application with Facilities Management at least 60 days in advance.

Days/Hours of Use

- **DAYS**: Friday, Saturday, Sunday **only**. Rental is not available Monday thru Friday.
- **CITY HALL INDOOR EVENT HOURS**: Friday (5 pm – 10 pm), Saturday and Sunday (8 am – 10 pm.)
- **PLAZA EVENT HOURS:** From 8 am until 30 minutes before sundown, or 8pm at the latest.

Equipment & Cleanup

- Any equipment needed will be the responsibility of the user, including, staging, and audio-visual equipment. The City must approve any equipment, apparatus, or materials utilized. The user must setup their equipment and remove all equipment after event. **All equipment and cleanup must end prior to 11 pm.**
- If dancing is desired, a dance floor will be required at the expense of the user. Users are responsible for rental, set-up and removal of the dance floor.
- Users will pay for all cleanup and janitorial services associated with the event.

- The City will arrange for trash containers and portable restrooms at Plaza events at the expense of the user.

Insurance Requirements

- Users will be responsible for providing a certificate of **general liability insurance of $1,000,000 coverage** naming the city as additional insured.

Security & Staffing Requirements

- Events may require security guards; the City will determine the number. Users will pay for all guard services.
- Certain events may require Police and Facilities Attendant services, cost of which will be the responsibility of the user. The City will determine if these services are necessary.

Prohibited Uses

- Cooking or heating with gas-fired equipment, i.e., natural gas, propane, butane, etc.
- Flaming food, beverages, liquids or gases
- Pyrotechnic displays
- Gas or liquid fueled appliances, tools or apparatus
- Hazardous or toxic Materials

  Chaffing dishes fueled by Sterno are allowed

Deposits

- A cleaning and damage deposit is required per event. This deposit will range from $250 upwards, depending on the size and nature of the event.
- The lessee will be responsible for any damages to the buildings, furniture or equipment accruing through occupancy or use of the City Hall/Plaza by the lessee. Any, and all, lost equipment or damages sustained to the above, and that exceeds the original rental deposit, shall be compensated within five (5) days.

Other Charges and Fees (note all equipment fees are for one setup and per day)

- Additional Chairs $3.00 per chair

- Additional Tables

  - 60" round (seats 8-10) $11.00 per table
  - 24" round (Bistro Table) $9.00 per table
  - 8 Feet Long Table $9.00 per table
  - 8 Feet Long Class Room Table $9.00 per table

- Indoor Dance Floor **(**12' x 12') – Set Up and Take-Down Fee: $259.00

- Table Linens: By size (below): Set Up, Take-Down, Laundry, and Replacement/Damage Fees:

Linen: Rental Fees: Fully draped (table legs covered):	Fee:
White, poly cotton - round tables	$11.00
White, Poly cotton – Small Round Cocktail Tables	$11.00
White, poly cotton – Square – (for pie shaped tables)	$11.00
White, poly cotton - banquet drapes (5ft.)	$15.00
White, poly cotton - banquet drapes (6ft.)	$17.00
White, poly cotton - banquet drapes (8ft.)	$21.00

B. 21ST CENTURY LIBRARY MEETING ROOM FEES

1. Fees for the use of 21st Century Library meeting rooms:

RENTAL RATES:

User Groups
Users are classified into the following groups for determining scheduling priority and the applicable fees and charges.

A. City of Hayward departments or governmental agencies directly serving residents of Hayward, i.e., HUSD, HARD, County of Alameda, etc.
B. Nonprofits under IRS Code 501(c)(3) and open membership group that are co-sponsored by the Library Department.
C. Nonprofit groups under IRS Code 501(c)(3) based in and directly serving residents of Hayward, whose purpose is the betterment of the community.
D. Other organized clubs or special interest group that have been granted IRS Code 501(c)(3, 4 or 6) nonprofit status with open membership, formal organization, and officers.
E. Other public or private civic, cultural, educational, or charitable groups not previously mentioned above.
F. Hayward businesses with company facilities located within the Hayward City limits.
G. All other businesses, commercial groups, private functions and other groups not previously mentioned above

	FEE RATES BY USER GROUP ** all rates hourly **						
LIBRARY FACILITY	**A**	**B**	**C**	**D**	**E**	**F**	**G**
Large Room (whole)	-	-	$35	$50	$75	$100	$150
Large Room (subdivided ½)	-	-	$20	$35	$50	$75	$100
Medium Room	-	-	$20	$35	$50	$75	$100
Conference Room	-	-	$10	$20	$30	$50	$75
Warming Kitchen (*flat rate)	-	-	-	$50*	$50*	$100*	$150*

OTHER LIBRARY MEETING ROOM FEES	RATES – all user groups
Application Fee	$6 non-refundable processing fee at time of application
Janitorial Service Fee (when needed)	$57 per event, plus janitorial hourly service fee
Room Setup Fee (when needed)	$50 - $100
Attendant on Duty (when needed)	$75/hr.
Opening/Closing Fee (when needed)	$50
Liability Insurance	Fees determined for each use.
Hayward Police Dept. Security	Fee determined by current overtime rates for police personnel
Private Vendor Security	Fee determined by current hourly rates, nature of event, number of attendees
Utilities	Fee determined by average current hourly costs
Meeting Room Damage Deposit	$50 - $1,000 depending upon room and group size and use

Notes: ALL MEETING ROOM APPLICATIONS MUST BE SUBMITTED VIA THE ONLINE SCHEDULING
SYSTEM. Paper applications will not be accepted. Meeting room fees vary according to the organization booking the room (see definitions in User Groups). Operational costs, liability insurance, janitorial, and security fees may also be applicable. Minimum rental is two hours. Hourly rates are not prorated for parts of an hour. A non-refundable application fee is due and payable at the time of application. All other applicable fees are due and payable in full at the time of schedule confirmation. Meeting room refunds are not available

C. STREET MAINTENANCE

1.	Cart Retrieval Fee	$91.00	
2.	Sign Fabricated & Installed by City Crew	$566.00	
3.	Illegal Dumping on Public Right-of-Way	**Fee**	**Penalty**
a.	First Violation		
	Initial Inspection	No Charge	No Penalty
	First follow-up inspection shows violation eliminated	No Charge	No Penalty
	First follow-up inspection shows violation still exists,	-	-
	City abates illegal dumping	$1,181.00	$100.00
b.	Subsequent Violation within 12 Months *(same property owner)*		
	Initial Inspection	No Charge	No Penalty
	First follow-up inspection shows violation eliminated	No Charge	No Penalty
	First follow-up inspection shows violation still exists, City abates illegal dumping	$1,181.00	$800.00
	Each subsequent inspection shows violation still exists	$1,181.00	$1,000.00
c.	Special Assessment Per Parcel	$342.00	
4.	Special Events Per Hour	$115.00	

Police Department

ANIMAL CONTROL
(Ref. Hayward Municipal Code, Chapter 4, Article 4)
For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

1	Impounding Charges		
	a. For each dog and cat		
	(1) 1st impoundment	$50.00	penalty
	(2) 2nd impoundment within one year	$75.00	penalty
	(3) 3rd impoundment within one year	$149.00	penalty
	(4) Impound dangerous animal	$148.00	penalty
	(5) Field Impound	$125.00	
	b. For any unsterilized dog or cat impounded, an additional fee is assessed as mandated by the State of California Food & Agricultural Code.		
	(1) 1st Impoundment	$35.00	penalty
	(2) 2nd Impoundment	$50.00	penalty
	(3) 3rd Impoundment	$100.00	penalty
	c. For each horse, bull, cow, steer, calf, colt, sheep, lamb, goat or hog		
	(1) 1st impoundment		RTO (minimum $40.00) Charge will be total direct cost
	(2) 2nd impoundment within one year		RTO (min. $40.00)
	(3) 3rd impoundment within one year		RTO (min. $40.00)
	d. For each non-specified animal (rabbit, monkey, rat, etc.)		RTO (min. $40.00)
2	Feeding and Boarding Charges Per Day. Boarding charges shall be levied as of the first day of impoundment. Charges shall be waived where the animal is redeemed "off the truck."		
	a. For each dog, cat or small domestic pet	$15.00	
	b. Special needs animal (medications given, treatment)	$39.00	per day
	c. For each horse, bull, cow, hog, steer, lamb, sheep, goat, colt, or calf.	$10.00	min. (RTO)
	d. For each non-specified animal:	$19.00	min. (RTO)
3	Special Services		
	a. Owner surrender of adult unlicensed animals (boarding fees for the State mandated period additional)	$27.00	per animal

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

b. Owner surrender of additional animals less than ten weeks of age. Boarding fees for the State mandated holding period will also be charged.	$13.00	per animal
c. Owner surrenders – small animals/bird	$46.00	per animal
d. Owner brings dead animal to shelter for disposal		
(1) Under 50 lbs.	$37.00	per animal
(2) Over 50 lbs.	$42.00	per animal
(3) Transportation of disposal	$96.00	per animal
e. Transportation of stray injured or sick animal to a veterinarian, where owner is later identified.		RTO
f. Veterinary treatment provided to an animal housed in the Shelter where the owner is later identified.		Actual Vet Costs
g. Rabies vaccination certificate		Actual Vet Costs
h. Para-influenza type vaccine		Actual Vet Costs
i. Medical Testing	$17.00	/min
j. Microchip Insertion	$50.00	/max
(1) Animal adopted from the Shelter	$15.00	
(2) Animals not adopted from the Shelter	$29.00	
4 Animal License and Permit Fees		
a. Unsterilized dog or cat		
(1) Flat fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate (not to exceed 3 years)	$17.00	
(2) Unsterilized animal	$35.00	penalty
(3) Unsterilized license renewal	$17.00	plus penalty
The Animal Services Manager is authorized to reduce dog license fees by one half of the amount set forth above		
b. Sterilized dog or cat license	$17.00	
(1) Flat Fee is for 1, 2 or 3 years depending on Rabies Vaccination Certificate duration (not to exceed 3 years)		
(2) Sterilized, license renewal	$17.00	
c. Late Penalty	$5.00	
d. Replacement/Duplicate License	$13.00	
e. Seeing or hearing dog		No Charge
f. Fancier's Permit	$243.00	
Pick-up and Disposal of Dead Animals from Veterinarian		
5		
a. For 1 to 5 animals	$107.00	
b. For each additional	$12.00	

For those fees designated to RTO (Refer To Office), the Animal Services Manager shall determine a reasonable fee or charge, basing that determination on the nature of the service; time spent; consistency with fees and charges specified for other services; actual costs incurred, including overhead and other indirect cost; and any other relevant factors.

6	Observation Fees All observation fees are assessed at the full rate and are not refundable, either in part or in full.		
a.	For each dog, cat or small domestic pet for quarantine, evidence and protective custody.	$4.00	per day
b.	Other Animals		Actual Costs per inspection
c.	Property inspections (required prior to home quarantines and for the private retention of all animals declared dangerous outside a City of Hayward hearing).	$72.00	
7	Adoption Fees		
a.	The fees charged for dogs and cats offered for adoption shall be set by the Animal Services Manager. In no case shall this amount be less than $5.00.		RTO (minimum $5.00)
b.	In no case shall animals listed as "Owner Surrendered" be adopted by the previous owner without payment of all fees and charges (as specified in the schedule) for shelter service in impounding and caring for the animal.	$20.00	
c.	All Other Animals		Market Value
d.	Spaying and neutering (mandated for dogs and cats prior to adoption)		Veterinary contract cost
8	Administrative processing fee for the return of animals adopted from the shelter	$11.00	
	Hearing Fee: Hearing and inspection of property of owners of animals declared dangerous or potentially dangerous.	$150.00	

POLICE ADMINISTRATION

Any charges not specified below shall be established by State and/or Federal statutes.

1	Photocopying of Reports:		
a.	Traffic Accident Reports	$16.00	per report
b.	Other Reports	$16.00	per report
2	Photographs	$24.00	each
3	Fingerprinting	$26.00	each
	(Fingerprint processing fees established by Federal or State agencies shall be additional charge.)		
4	Traffic & Police Security Services		
a.	Traffic control and police security services for pre-planned, non-city sponsored events		Time & Motion
b.	Planned traffic control for contractors and utilities		Time & Motion
5	Permit Processing (Fees are for processing only, fingerprint and Department of Justice fees are not included)		
a.	Taxi Drivers		
	(1) Initial Permit	$609.00	
	(2) Annual renewal	$304.00	
	(3) Annual taxi operating sticker	$152.00	
	(4) Lost permit replacement	$26.00	
b.	Tow Permits		
	(1) Company 1st License	$304.00	
	(2) Company Annual Renewal	$40.00	
	(3) Driver 1st License	$304.00	
	(4) Driver Annual Renewal	$40.00	
	(5) Lost Permit Replacement	$40.00	
c.	Massage Establishments		
	1 Initial Inspection/application and processing of new massage establishment	$761.00	
	2 Annual Renewal fee for massage establishment	$241.00	
	3 Badge Replacement	$80.00	
	4 Massage Out-Call initial inspection /application	$761.00	
	5 Massage Out-Call Renewal	$241.00	
d.	Card clubs employee permit		
	a) Initial permit	$241.00	
	b) Annual renewal	$160.00	
	c) Lost permit replacement	$80.00	
	e) Auto Sales/Repair Permit	$160.00	
	f) Background investigation		Time & Motion
	g) Firearm dealers annual permit	$1,294.00	

Any charges not specified below shall be established by State and/or Federal statutes.

	h) Other permit processing		Time & Motion
	i) Alcohol Sales-Special Event Permits	$304.00	
e.	Cannabis business employee permit		
	a) Initial permit / Renewal with Live Scan	$299.00	vice
	b) Annual renewal without Live Scan	$160.00	vice
	c) Lost permit replacement	$80.00	vice
6	Alarm Permit Fee		
	a. new and annual renewal:	$16.00	
	b. for Low income or persons in a temporary or permanent disabled status who: (1) meet the City income guidelines as defined in the All City Department section of the Master Fee Schedule and (2) file with the Revenue Division of the Finance Department a discount application and adequate documentary evidence showing that the Permit applicant comes within the provision of subparagraph (a).	$12.00	
7	False Alarm Fees (for instances of false alarms within any one-year period):		
	a. First False Alarm Fee	$0.00	records
	b. Second False Alarm Fee	$185.00	
	c. Third False Alarm Fee	$185.00	
	Penalty	$50.00	
	d. Fourth False Alarm Fee	$185.00	
	Penalty	$200.00	
	e. Fifth and Each Fee	$185.00	
	Subsequent False Alarm Penalty	$400.00	
8	Vehicle Release Fee	$235.00	
9	Vehicle Verification or Administrative Fee		
	a. Onsite verification	$76.00	
	b. Offsite verification	$152.00	
10	Communication Tapes	$98.00	per tape
11	Clearance Letters	$43.00	per letter
12	Vehicle Abatement	$160.00	per vehicle
13	Prisoner Booking Fee		per prisoner

	Any charges not specified below shall be established by State and/or Federal statutes.		
	a. Cite & Release	$89.00	
	b. Hold for Court	$180.00	
	c. Transfer to Santa Rita	$199.00	
14	Social Host Accountability Ordinance The following penalties and/or cost recovery are authorized by Chapter 4, Article 11 of the HMC. Penalties for violations and cost recovery are separate and distinct charges. Penalties for Violation - The following is authorized by sec 4-11.20 HMC		
	a. First Violation	$750.00	
	b. Second Violation	$1,500.00	
	c. Third & Subsequent Violations	$2,500.00	
	Public Safety Services/Response Cost - The following is authorized by sec 4-11.25 HMC		
	d. Recovery of the cost of the public safety response to a "Social Host" ordinance violation using the fully burdened cost allocation rate.		Time & Motion
15	Firearms Range Maintenance Fees – apportions the upkeep of the firearms range among user law enforcement agencies over a fiscal year period	$1,250.00	
16			
	a. Level I – Alcoholic Beverage Establishment Retail License Fee – Full service restaurants, wine shops, breweries, distilleries; and retail stores using no more than 5% of their floor area for alcohol sales, storage and display.	$280.00	
	b. Level II – Alcoholic Beverage Establishment Retail License Fee – All alcoholic beverage outlets other than Level I.	$1,120.00	
	c. Critical Incident Fee		Time & Motion
	d. Violation of Alcoholic Beverage Outlets Ordinance		
	(1) First Offense	$750.00	
	(2) Second Offense	$1,500.00	
	(3) Third and subsequent Offenses	$2,500.00	
	e. Reinspection Fee		Time & Motion
	f. Alcohol Sales – Special Event Permit	$304.00	

Utilities & Environmental Services

1. SANITARY SEWER SERVICE CHARGES AND FEES

a. Sewer System Connection Charge (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.255)

(1)	Single family, duplex, triplex, and fourplex residential units, townhouses, and planned developments	$7,700.00
(2)	ADUs (where applicable), high density residential, and mobile homes, each residential unit	$6,853.00
(3)	Commercial, industrial, institutional and all other connections:	
	Per gallon of daily capacity required to serve the user	$21.51
	Per pound per year of biochemical oxygen demand (BOD).	$8.53
	Per pound per year of suspended solids (SS).	$9.17
	Minimum charge	$7,700.00

For the purposes of calculating non-residential sewer connection fees, carbonaceous biochemical oxygen demand (CBOD) and suspended solids (SS) will be reduced by 70% of the estimated values in the actual discharge, but not lower than the CBOD and SS for domestic wastewater, that is, 307 milligrams per liter and 258 milligrams per liter respectively. The property will be entitled to discharge CBOD and SS concentrations commensurate with the estimated actual concentrations. The volume component will not be reduced and will be calculated at 100% of the estimated discharge. The CBOD and SS reduction is applicable only to estimated daily discharge of 50,000 gallons or less. Discharge in excess of 50,000 gallons per day from a facility will be subject to a sewer connection fee based on full CBOD and SS concentrations. This provision will be in effect only from October 1, 2017 through September 30, 2019.

b. Interest Rates on Sewer Connection Fee Payment Agreements (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.255)

12-month agreement – 1%
24-month agreement – 2%
36-month agreement – 3%
48-month (or longer) agreement – To be determined, with 4% minimum

c.

Sewer Service Charges (Reference Hayward Municipal Code, Chapter 11, Article 3, Section 11-3.450)

Eff. Oct 1, 2018

(1)	Single Family Home, Duplex, Triplex, Fourplex	$32.85	per month
		$65.70	payable bi-monthly
(2)	Lifeline Rate	$9.16	per month
	(water consumption of 400 cubic feet or less)	$18.32	payable bimonthly
(3)	Economy Rate	$18.33	per month
	(water consumption of more than 400 cubic feet but less than 800 cubic feet)	$36.66	payable bi-monthly
(4)	Multiple Residential Living	$29.24	per month, per unit
	(each multiple residential living unit shall be considered as eighty nine hundredths (0.89) of service unit per month for the purposes of determining the applicable sewer charge)	$58.48	payable bi-monthly
(5)	Mobile Home Unit	$22.99	per month
		$45.98	payable bi-monthly

Commercial and Industrial Coded Users: The following service units shall apply to the corresponding User Classification Code (UCC) categories of usage:

Effective Oct 1, 2018

UCC	User Classification	**Service Units *per 100 cu.ft.of water used (with irrigation meter)**	**Service units *per 100 cu ft. of water used (without irrigation meter)**
2010	Meat Products	0.358	0.322
2011	Slaughterhouse	0.391	0.352
2020	Dairy Products Processor	0.292	0.263
2030	Canning and Packing	0.204	0.183
2040	Grain Mill	0.263	0.237
2050	Bakery	0.314	0.282
2070	Fats and Oils	0.191	0.172
2080	Beverage Bottling	0.186	0.168
2090	Food Manufacturing	0.707	0.637
2600	Pulp and Paper Product Manufacturer	0.230	0.207
2810	Inorganic Chemicals	0.313	0.281
2850	Paint Manufacturer	0.514	0.462
3110	Leather Tanning	0.684	0.615
3410	Fabricated Metal	0.094	0.084
5812	Eating Place (without interceptor)	0.314	0.282
5813	Eating Place	0.241	0.217
7210	Commercial Laundry	0.181	0.163
7218	Industrial Laundry	0.281	0.253
9999	All other UCC, including motels, hotels, and rooming houses	0.171	0.154

* One service unit = $32.85

All non-critical commercial and industrial users will be included in the above UCC classification that most closely represents the wastewater discharge strength and characteristics in comparison with the domestic wastewater definition in the Regulations, as determined by the Director of Utilities & Environmental Services. The UCC designation of a particular industry may not necessarily correspond to the Standard Industrial Classification (SIC) which may be assigned for other purposes.

The following service charge shall apply to the corresponding User Classification Code (UCC) categories of usage:

Effective Oct 1, 2018

UCC	User Classification	**Service Units *per 100 cu.ft.of water used (with irrigation meter)**	**Service units *per 100 cu ft. of water used (without irrigation meter)**
2010	Meat Products	$11.77	$10.59
2011	Slaughterhouse	$12.85	$11.57
2020	Dairy Products Processor	$9.60	$8.64
2030	Canning and Packing	$6.69	$6.02
2040	Grain Mill	$8.65	$7.79
2050	Bakery	$10.30	$9.27
2070	Fats and Oils	$6.28	$5.66
2080	Beverage Bottling	$6.12	$5.51
2090	Food Manufacturing	$23.24	$20.91
2600	Pulp and Paper Product Manufacturer	$7.57	$6.81
2810	Inorganic Chemicals	$10.27	$9.24
2850	Paint Manufacturer	$16.87	$15.18
3110	Leather Tanning	$22.46	$20.21
3410	Fabricated Metal	$3.08	$2.77
5812	Eating Place (without interceptor)	$10.30	$9.27
5813	Eating Place (with interceptor)	$7.91	$7.12
7210	Commercial Laundry	$5.96	$5.36
7218	Industrial Laundry	$9.24	$8.31
9999	All other UCC, including motels, hotels, and rooming houses	$5.63	$5.07

All non-critical commercial and industrial users will be included in the above UCC classification that most closely represents the wastewater discharge strength and characteristics in comparison with domestic wastewater definition in the Regulations, as determined by the Director of Utilities & Environmental Services. The UCC designation of a particular industry may not necessarily correspond to the Standard Industrial Classification (SIC) which may be assigned for other purposes.

(6) Unclassified and Critical Users

(1) "Critical Users" and those whose discharge does not respond to any UCC because of variations in wastewater constituents or treatment costs shall pay an amount calculated in accordance with the following formula where,

C = V/M (160 Cv + CB x BOD + CS x SS)

C = Sewer service charge during period for which billing is calculated.

V= Volume of water consumed per hundred cubic feet (CCF) during period for which the billing is calculated (total of public water service, metered flow and all private sources, except those meters or services specifically identified for irrigation purposes only).

BOD= Average Biochemical Oxygen Demand, in milligrams per liter, from user during period for which the billing is calculated.

SS= Average Suspended Solids, in milligrams per liter, from user during period for which the billing is calculated.

		Eff. Oct 1, 2018
Cv =	Treatment cost per hundred cubic feet of water	$2.69187
CB =	Treatment cost per pound of BOD	$0.71758
CS =	Treatment cost per pound of SS	$0.83300
M =	160 for users with separate irrigation meters; and 178 for users without separate irrigation meters.	

(2) The minimum fee for each user shall be that established for one (1) Service Unit per month

d. Wastewater Discharge Permit Fees and Miscellaneous Charges

(1) Wastewater Discharge Permit Fees

Type of Permit	New Permit	Permit Renewal	Amendment
Categorical	$3,103.00	$2,131.00	$761.00
Non-Categorical Significant	$2,101.00	$1,525.00	$594.00
Groundwater	$1,109.00	$594.00	$367.00
Non-Sewered Credit	$334.00	$334.00	N/A
Special Purpose (one-time discharge)	$600.00	N/A	N/A

(2) Compliance Schedule (for correction of violations) $695.00

(3) Wastewater Sampling

(a) Composite Sample with Lab Costs	$580.00
(b) Composite Sample without Lab Costs	$300.00
(c) Grab Sample	$270.00
(d) Violation Follow-Up Sample with Lab Cost	$585.00
(e) Violation Follow-Up Sample without Lab Cost	$300.00
(f) Sampling Equipment Fee	$25.00

(4) Violation follow-up inspection	$509.00

(5) Development Plan Review

(a) Industrial	$338.00
(b) Commercial	$338.00
(c) Residential	$206.00

2. WATER SERVICE CHARGES AND INSTALLATION FEES

a. Water Services charges for labor and materials (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.02 and 11-2.04)

(1) Single Services. (Also see (4) below)

Meter Size and Service Size		Fee
(a)	5/8" x ¾"	$3,500.00
(b)	¾" x ¾"	$3,500.00
(c)	¾" x 1"	$3,500.00
(d)	1" x 1"	$3,500.00
(e)	1" x 1 ½"	$4,140.00
(f)	1 ½" x 1 ½"	$4,580.00
(g)	1 ½" x 2"	$4,580.00
(h)	2" x 2"	$4,870.00
(i)	Larger than 2" x 2"	Actual cost of labor, materials, & equipment

(2) Manifold Service. (Also see (4) below)

Meter Size		Service Size	Fee
(a)	5/8” x 5/8”	1”	$4,450.00
(b)	¾” x ¾”	1”	$4,450.00
(c)	1” x 1”	1 ½”	$4,450.00
(d)	1” x 1 ½”	2”	$4,740.00
(e)	1 ½” x 1 ½”	2”	$5,020.00
(f)	1 ½” x 2”	2”	$5,180.00
(g)	2” x 2”	2”	$5,360.00
(h)	More than two meters or larger than 2" service line		Actual cost of labor, materials, & equipment

(3) Meters Set on Existing Service. (Also see (4) below)

Meter Size		Fee
(a)	5/8”	$180.00
(b)	¾”	$200.00
(c)	1”	$310.00
(d)	1 ½”	$530.00
(g)	2”	$660.00
(f)	Larger than 2”	Actual cost of labor, materials, & equipment

(4) All meters in new developments shall have remote radio read capability. The cost for remote read capability is $200 per meter, which is in addition to the fees listed above.

b. Water Service, Construction Work, Temporary Service (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.22)

(1) The monthly meter service charge on all hydrant and construction meters shall be as follows:

(a)	3/4” meter	$6.00	per month
(b)	3" meter	$62.00	per month
(c)	4" meter	$97.00	per month
(d)	6" meter	$194.00	per month

(2) All hydrant and construction meter accounts will accrue charges for minimum monthly consumption on the following amounts, whether or not this amount of water is actually used.

(a)	3/4" meter	1,000 cu ft.
(b)	3" meter	2,800 cu ft.
(c)	4" meter	4,000 cu ft.
(d)	6" meter	6,000 cu ft.

(3) Failure to Report Hydrant or Construction Meter Reading shall cause a $60.00 charge for each month that a reading is not reported (Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.22). This charge is in addition to service charges and water usage charges.

c. Water System Facilities Fee (Reference Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.54)

Facilities Fees shall be as follows:

(1) Residential

The facilities fee will be based on the water meter size required to meet the indoor demand (excluding fire service demand) and outdoor demand of the residence as determined by the City. The meter that is installed may be larger than the meter facilities fee that is charged if the service is combined with a private fire service. For multi-family complexes, the facilities fee will be based on the water meter size required to meet the indoor demand for each dwelling unit, as determined by the City, regardless of the arrangement of water meters or meter sizes at the premises.

(a)	5/8" meter	$6,484.00
(b)	3/4" meter	$9,730.00
(c)	1" meter	$16,210.00

(2) Non-residential, each separate irrigation service, and each residential unit with meter size larger than 1”

(a)	5/8" meter	$6,484.00
(b)	3/4" meter	$9,730.00
(c)	1" meter	$16,210.00
(d)	1 ½" meter	$32,420.00
(e)	2" meter	$51,870.00
(f)	3" meter	$103,740.00
(g)	4" meter	$162,100.00
(h)	6" meter	$324,200.00
(i)	8" meter	$518,720.00
(j)	10" meter	$745,660.00

(3) Fire Service, per service regardless of size $6,484.00

d. Meter Services Charges Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.60)

(1) The bimonthly standard meter service charge for all meters (except temporary service for construction work) inside the City, based on size of meter, shall be as follows:

		Eff. Oct 1, 2018
(a)	5/8" meter	$24.00
(b)	3/4" meter	$32.63
(c)	1" meter	$49.43
(d)	1 ½" meter	$108.23
(e)	2" meter	$190.50
(f)	3" meter	$480.75
(g)	4" meter	$952.35
(h)	6" meter	$1,680.00
(i)	8" meter	$2,325.75
(j)	10" meter	$2,801.10

The bimonthly standard meter service charge for all meters outside the City (except for temporary service for construction work), based on size of meter, shall include a 15% surcharge and be as follows:

		Eff. Oct 1, 2018
(a)	5/8" meter	$27.60
(b)	3/4" meter	$37.52
(c)	1" meter	$56.84
(d)	1 ½" meter	$124.46
(e)	2" meter	$219.08
(f)	3" meter	$552.86
(g)	4" meter	$1,095.20
(h)	6" meter	$1,932.00
(i)	8" meter	$2,674.61
(j)	10" meter	$3,221.27

(2) Exemption for Low Income:

Notwithstanding any other provision of Hayward Municipal Code, Chapter 11, Article 2, the low income meter service charge shall be imposed by this subsection upon any customer that:

(a) meets the City income guidelines as defined in the All City Department section of the Master Fee Schedule and

(b) files with the Revenue Division of the Finance Department a discount application and adequate documentary evidence showing that the applicant comes within the provision of subparagraph (a).

The bimonthly low income meter service charge for 5/8” meters inside the City, shall be as follows:

		Eff. Oct 1, 2018
(a)	5/8" meter, low income	$8.40

The bimonthly low income meter service charge for 5/8” meters outside of the City, shall include a 15% surcharge and be as follows:

		Eff. Oct 1, 2018
(a)	5/8" meter, low income	$9.66

(3) The water usage charge based on the number of cubic feet of water supplied during each billing period shall be as follows:

Single Family Residential

Cost Per CCF of Metered Water Consumption

Inside City of Hayward

1 – 8 ccf (hundred cubic feet)	$5.80
9 – 25 ccf	$7.14
Over 25 ccf	$8.41

Outside City of Hayward
(includes 15% surcharge)

1 – 8 ccf	$6.67
9 – 25 ccf	$8.21
Over 25 ccf	$9.67

2 – 4 Dwelling Units. Per dwelling unit, based on average usage per dwelling unit

Cost Per CCF of Metered Water Consumption

Inside City of Hayward

1 – 8 hundred cubic feet (ccf)	$6.43
9 – 25 ccf	$7.15
Over 25 ccf	$8.52

Outside City of Hayward
(includes 15% surcharge)

1 – 8 ccf	$7.39
9 – 25 ccf	$8.22
Over 25 ccf	$9.80

Multi-Family Residential (five or more dwelling units per account). Per dwelling unit, based on average usage per dwelling unit

Cost Per CCF of Metered Water Consumption

Inside City of Hayward

1 – 8 hundred cubic feet (ccf)	$6.97
9 – 20 ccf	$7.23
Over 20 ccf	$7.94

Outside City of Hayward
(includes 15% surcharge)

1 – 8 ccf	$8.02
9 – 20 ccf	$8.31
Over 20 ccf	$9.13

Non-Residential

Cost Per CCF of Metered Water Consumption

Inside City of Hayward

1 – 200 ccf	$6.95
Over 200 ccf	$8.29

Outside City of Hayward
(includes 15% surcharge)

1 – 200 ccf	$7.99
Over 200 ccf	$9.53

Note: hundred cubic feet = approximately 748 gallons of water

e. Fire Service Connections Inside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.39)

The fire service charge per each billing period shall be as follows:

1.	2” and smaller fire service connection	$25.00
2.	4” fire service connection	$29.00
3.	6” fire service connection	$42.00
4.	8” fire service connection	$42.00
5.	10” fire service connection	$50.00

f. Fire Service Connections Outside City (Reference: Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.41)

The fire service charge per each billing period shall include a 15% surcharge and be as follows:

1.	2" and smaller fire service connection	$28.75
2.	4" fire service connection	$33.35
3.	6" fire service connection	$48.30
4.	8" fire service connection	$48.30
5.	10" fire service connection	$57.50

g. Fire Flow Test. A charge of $326 shall be applied for each fire flow test.

h. A 50% surcharge on water usage and a domestic sewer service charge shall be applied in the event that a fire service connection is used for any purpose other than those specifically identified in the Hayward Municipal Code, Chapter 11, Article 2, Section 11-2.20, that is, for extinguishing fires or authorized testing of the fire protection system(s).

i. Other Water System Fees and Charges

Account Establishment Fee	$70.00
After-Hours Meter Activation Fee	$72.00
Meter Lock Fee	$92.00
Meter Removal Fee	$90.00
Meter Test Fee (up to 1-inch meter)	$223.00
Meter Test Fee (1 1/2-inch to 2-inch meter)	$295.00
Meter Test Fee (3-inch meter and larger)	$367.00
Noticing Fee	$6.00

j. Special Billings

1. Special Requests for Water Billing

(a) Base Rate Services	$26.00
(b) Each Additional Meter	$9.00

k. Development Plan Review

Residential	$67.00
Commercial	$112.00
Industrial	$179.00

(b) Each Additional Meter $9.00

k. Development Plan Review

Residential	$33.00
Commercial	$56.00
Industrial	$89.00

Land Use Category Description	Minimum Parcel Size (Acre)	Runoff Factor	Service Charge/Runoff Acre/Year
Commercial/Industrial	0.25	0.80	$338.32
Parking Lots	0.25	0.80	$285.60
Utilities	0.25	0.80	$285.60
Institutional/Apartments	0.25	0.60	$285.60
Condominium	#	0.60	$285.60
Single Family up to 4 -Plex	0.25	0.40	$285.60
Single Family Ranches	0.25	0.40	$285.60
Vacant Land (Utilized)	10	0.01	$285.60
Vacant Land (Non-utilized)	17	0.00	$285.60
Owned by Government	0.25	0.40*	$285.60
Parcels w/o Valuation			
Utilities on Leased Land			
Cemeteries			
Common Area			

NOTES:

(1) LUF = Land Use Factor coding system utilized by Alameda County Flood Control

(2) Minimum Parcel Size is the minimum size on which charges are calculated

(3) Runoff Factor is the ratio between impervious surface area and total surface area as determined by the Alameda County Flood Control District

Condominium parcel size is determined by dividing the parcel size by the total number of units.

* Or as determined

Rate Formula:Service Charge per year = PARCEL SIZE x RUNOFF FACTOR x SERVICE CHARGE/RUNOFF ACRE/YEAR

b. Stormwater Treatment Measure Inspection $352.00

c. Stormwater Facility Inspection

Industrial (under State Permit)	$303.00
Industrial (not under State Permit)	$303.00
Restaurant	$196.00
Commercial	$165.00

The stormwater facility inspection fee will be waived if the inspection does not result in an adverse finding for the property and the potential for pollutant discharge is nonexistent.

4. LOW INCOME REFUSE SERVICE RATES

A residential subscriber shall receive a discount in the amount of $8.22 per month for refuse service for a single-unit dwelling based on the following:

a. The subscriber meets the City income guidelines as defined in the All City Department section of the Master Fee Schedule and

b. The subscriber files with the Revenue Division of the Department of Finance a discount application and adequate documentary evidence showing that the subscriber comes within the provision of subparagraph (a).

5. SOLID WASTE PLAN REVIEW FEES

a. Development Plan Review

Single Family or Remodel	$	50.00
Tract Development	$	160.00
Commercial/Industrial		
Tenant Improvement w/ Trash Enclosure	$	120.00
Tenant Improvement w/o Trash Enclosure	$	80.00
Mixed Use (Commercial & Residential)		Actual cost

Glossary of Terms

The following description of fee charges has been prepared for your convenience. If you have any questions regarding fee charges, please feel free to discuss them with a member of the City staff.

Annexation Fees:

Charges for time and material costs involved in processing applications for the annexation of property to the City.

Compliance Services Fees:

Charges imposed to defray the City's labor and materials cost of assuring compliance with specific City ordinances such as weed abatement.

Inspection Fees:

Charges related to the physical inspection of facilities, buildings, sites, equipment, etc.

Licenses and Permit Fees:

Charges imposed to defray the cost incurred in processing applications for licenses and permits which authorize the holder to engage in a specific function or activity, and include the costs of assuring compliance with related conditions and regulations.

Penalty Fees and Fines:

Charges imposed for non-compliance with specific City requirements.

Plan Check Fees:

Charges for time and materials costs for the detailed inspection of plans submitted to the City for review.

Rental Fees:

Charges for use of City facilities and services.

Service Fees:

Charges for time and materials costs incurred by the City in the course of providing those services for which fees or charges are not otherwise specifically set forth.

Special Services Fees:

Charges for time and materials costs incurred by the City in the course of providing extraordinary services.