

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>ADMINISTRATION</b>								
		<u>Other City Fees</u>						
	1	<b>Business Improvement District Maintenance: (Annual Fees)</b>						(Maximum charge not to exceed \$1,500/year)
		Prof & Medical services w/o Taxable Sales-Fronting Myrtle	108.00	128.91	115.00	89%	6%	
		Prof & Medical services w/o Taxable Sales-All Others	54.00	64.45	57.00	88%	6%	
		Banks, Financial Institutions, & Utility Companies	216.00	264.26	231.00	87%	7%	
		Automotive Repair Shops & Gas Stations	25.00 minimum	32.23	25.00 minimum	78%	0%	\$ .50 per \$1,000 gross sales
		Other Retail Business-Located in "Foothill Park Plaza"	25.00 minimum	32.23	25.00 minimum	78%	0%	\$1.00 per \$1,000 gross sales
		Other Retail Business-Not Located in "Foothill Park Plaza"	25.00 minimum	32.23	25.00 minimum	78%	0%	\$1.50 per \$1,000 gross sales
		Residential, Manufacturing, & Wholesaling						N/A, Business type not allowed in district
	2	<b>Film Permit Review:</b>						
		Filming Liaison-Bus Improvement District (per hour)	32.45	38.54	34.72	90%	7%	Fully burdened hourly rate
	3	<b>Open Video System:</b>						
		Franchise Applications / Renewal Fee	Actual Cost	Varies	Actual Cost	100%	0%	Actual Fees Paid to Attorneys and Consultants
		Filing Fee-Open Video System Operations	Actual Cost	Varies	Actual Cost	100%	0%	Actual Fees Paid to Attorneys and Consultants
		<u>Finance</u>						
	4	<b>Returned Payment Fee</b>	25.00	38.67	25.00	65%	0%	\$25 first offense/\$35 subsequent offense (Set by California Civil Code 1719)
	5	<b>Collections Processing Fee</b>		Varies	Actual Cost	100%	0%	New fee effective 5/16/24. (AR-1 04/16/24)
		<u>City Clerk</u>						
	6	<b>Records Research Service:</b>						
		First 15 Minutes per month	0.00	Varies	0.00	100%	0%	No charge- 15 minutes per month
		Over 15 Minutes per month	11.00	Varies	11.00	100%	0%	Per ¼ hour, over 15 minutes (only if it's 5yrs+ and in archives).
	7	<b>Document Retrieval &amp; Reproductions:</b>						Standard Computer Printing Fee for all Departments
		Copies - Standard Black, per 8 ½"x11" / 8½"x14" page	0.25	0.32	0.25	78%	0%	Per copy, as of 5th page (first 4 pages are free) by law. Standard Computer Printing Fee for all Departments
		Copies - Color, per 8 ½"x11" / 8½"x14" page	0.50	0.64	0.50	78%	0%	Per copy, as of 5th page (first 4 pages are free) by law. Standard Computer Printing Fee for all Departments
		Copies - Large Format/Plans, per page	5.41	5.96	5.79	97%	7%	
		CD or DVD	1.05	1.12	1.12	100%	7%	
		USB Flash Drive (16 GB)	2.89	3.09	3.09	100%	7%	
	8	<b>Retrieval Fee (FPPC Forms/Statements 5 or more years old)</b>	5.00	N/A	5.00	N/A	0%	By law, maximum fee allowed is \$5

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	9	<b>Agenda/Minute Subscription Service: (Annual)</b>						
		CC Agenda Only	46.00	500.16	49.00	10%	7%	
		CC Agenda Summary	87.00	324.84	93.00	29%	7%	
		CC Adopted Minutes	68.00	324.84	72.00	22%	6%	
		Agenda & Agenda Summary	133.00	629.06	142.00	23%	7%	
		Agenda, Agenda Summary, & Adopted Minutes	203.00	772.15	217.00	28%	7%	
		Documents reserved for Pick-up	116.00	425.39	124.00	29%	7%	
		Electronic Distributions	0.00	94.10	0.00	0%	0%	No fee for service electronically
	10	<b>Document Certification</b>	5.00	18.41	5.00	27%	0%	
	11	<b>General Election Candidate Handbook</b>	44.00	149.53	47.00	31%	7%	Charged only to non-candidates
	12	<b>Candidate Filing Fee</b>	25.00	N/A	25.00	N/A	0%	Fee Set by California Elections Code
	13	<b>Document Notarization</b>	15.00	17.36	15.00	86%	0%	By law, maximum fee allowed is <u>\$15</u>
	14	<b>Duplication of Commercial Building Plans and Certified Mail with Return Receipt</b>	53.00	73.49	56.00	76%	6%	\$50 fee, plus actual cost of certified mail and return receipt.
		<b><u>Human Resources</u></b>						
	15	<b>Fingerprinting Rolling Fee</b>	26.00	30.16	27.00	90%	4%	

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<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
		<b><u>BUILDNG DIVISION</u></b>						
	1	<b>Minor Permits - Tier 1</b>						
		<u>Building</u> : Drywall repair. Roof repairs (less than 120 sq. ft.), Fences, Misc.	94.00	105.48	105.00	100%	12%	
		<u>Mechanical</u> : Wall furnace. HVAC Ductless Mini-split Systems. Window/Wall A/C unit, Misc.	94.00	105.48	105.00	100%	12%	
		<u>Electrical</u> : Light Outlets/Receptacles/Switches (per unit). Fixtures (per unit). Generators/Motors up to 150kw/75hp. Appliance Circuits (per unit). Electric Vehicle Charging Station (Level 1 and 2), House Rewire (per unit), Miscellaneous.	94.00	105.48	105.00	100%	12%	
		<u>Plumbing</u> : Gas pipe installation/modification, Water Heater Replacement, Water Service (new or replacement). Backflow/vaccum breaker. Lawn sprinkler system. Codensate line. Roof drains. Residential Sewer Replacement.	94.00	105.48	105.00	100%	12%	
	2	<b>Minor Permits - Tier 2</b>						
		<u>Building</u> : Residential Garage re-roof only. Repair/renovation/alteration of existing pool/spa (Re-plaster with no gunite removal). Residential bathroom remodel (no movement of walls, interior work only). Residential kitchen remodel (no movement of walls, interior work only). Residential seismic retrofits (per LADBS Standard Plan). Siding replacement (less than 10% of any wall larger than 100 sq ft). Window retrofits like for like (base fee plus \$20 per/window). Block Walls per City Standard Plan (not located on hillside). Residential Solar PV System (Per toolkit).	183.00	198.85	198.00	100%	8%	
		<u>Mechanical</u> : Residential HVAC Changeout.	183.00	198.85	198.00	100%	8%	
		<u>Electrical</u> : Electrical Service Replacement (Same amp). Residential Service Upgrade (200 amps or less). Temporary Power (per project). Battery Storage Systems.	183.00	198.85	198.00	100%	8%	
		<u>Plumbing</u> : Commercial/mixed-use sewer replacement.	183.00	198.85	198.00	100%	8%	
	3	<b>Minor Permits - Tier 3</b>						
		<u>Building</u> : Accessory structures (i.e. storage sheds, uncovered decks, gazebos <500 sq.ft.). Single family residential re-roof. Antennaes. Commercial signs (w/electrical). Awnings. Commercial Solar PV System.	273.00	292.34	292.00	100%	7%	
		<u>Mechanical</u> : Commercial rooftop HVAC replacement (<400 lbs).	273.00	292.34	292.00	100%	7%	
		<u>Electrical</u> : Residential Service 400 amp or greater. Electric Vehicle Charging Station (Level 3 and up)	273.00	292.34	292.00	100%	7%	
	4	<b>Moderate Permits - Tier 1</b>						
		<u>Building</u> : Single story covered porches, decks, patios <500 sq.ft., Commercial reroof (non-structural). New spa/hot tub. Retaining walls within City Standard Plan (not located on hillside).	404.00	437.73	437.00	100%	8%	
		<u>Mechanical</u> : Commercial rooftop HVAC replacment (>400 lbs). Type 1 & 2 hoods (replacement).	404.00	437.73	437.00	100%	8%	
	5	<b>Moderate Permits - Tier 2</b>						
		<u>Building</u> : New residential pools not located on a hillside. Sunroom/screened-rooms <500 sq.ft.	819.00	880.69	880.00	100%	7%	
	6	<b>Moderate Permits - Tier 3</b>						
		<u>Building</u> : Accessory Dwelling Unit (ADU) <500 sq.ft. (Garage Conversions only).	973.00	1,078.98	1,078.00	100%	11%	

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<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
	7	<b>Major Mechanical, Electrical &amp; Plumbing (MEP) Permits</b>	\$150.00 per unit or \$0.11 per square foot, whichever is greater	165.83	\$160.50 per unit or \$0.12 per square foot, whichever is greater	N/A	7%	
	8	<b>Major Building Permits/Plan Revision Checking:</b>						
		<b>Based on Valuation:</b>						
		\$1 - \$500	40.94	Varies	43.80	100%	7%	\$43.80 - Base Fee for first \$500
		\$501 - \$2,000	40.95-130.42	Varies	43.81 - 139.55	100%	7%	\$43.81, plus \$6.38 for each add'l \$100, or fraction thereof
		\$2,001 - \$25,000	130.43-587.75	Varies	139.56 - 628.89	100%	7%	\$139.56, plus \$21.28 for each add'l \$1000, or fraction thereof
		\$25,001 - \$50,000	587.76-975.19	Varies	628.90 - 1,043.45	100%	7%	\$628.90, plus \$16.58 for each add'l \$1000, or fraction thereof
		\$50,001 - \$100,000	975.20-1,501.53	Varies	1,043.46 - 1,606.64	100%	7%	\$1,043.46, plus \$11.26 for each add'l \$1000, or fraction thereof
		\$100,001 - \$500,000	1,501.54-4,776.53	Varies	1,606.65 - 5,110.89	100%	7%	\$1,606.65, plus \$8.76 for each add'l \$1000, or fraction thereof
		\$500,001 - \$1,000,000	4,776.54-8,724.07	Varies	5,110.90 - 9,334.75	100%	7%	\$5,110.90, plus \$8.45 for each add'l \$1000, or fraction thereof
		\$1,000,001 - Up	8,724.08-35,625.84	Varies	9,334.76 - 38,119.65	100%	7%	\$9,334.76, plus \$7.20 for each add'l \$1000, or fraction thereof
	9	<b>Special Housing Inspections</b>	276.00	323.05	295.00	91%	7%	
	10	<b>Building Plan Check:</b>						
		Regular Plan Reviews - Building Permits	100% of bldg permit fee	Varies	100% of bldg permit fee	100%	0%	
		Regular Plan Reviews - All Other Permits	50% of bldg permit fee	Varies	50% of bldg permit fee	100%	0%	
		Fast Track	150% of bldg permit fee	Varies	150% of bldg permit fee	100%	0%	
		Miscellaneous Plan Review	221.00	238.59	236.00	99%	7%	
		Alternative Materials or Methods of Construction Request	221.00	270.91	270.00	100%	22%	
	11	<b>Miscellaneous Building Inspection and Fees:</b>						
		Re-Inspection fees	141.00	155.08	150.00	97%	6%	
		Inspection Outside of Business Hours	493.00	528.19	527.00	100%	7%	
		Inspections where no fee is specified (per hour)	151.00	Varies	161.00	100%	7%	
		Add'l Plan Review due to changes-Staff (per hour)	127.00	Varies	135.00	100%	6%	After 3 rechecks
		Add'l Plan Review due to changes (contracted out)	Actual Cost	Varies	Actual Cost	100%	0%	After 3 rechecks, done by consultant
		Processing of request to duplicate official copy of plans	47.00	51.31	50.00	97%	6%	
		Scanning of plans & calculations:						
		Plans, per sheet calculations	4.00	5.16	4.00	78%	0%	
		8½" x 11" or 8½" x 14", per sheet	1.68	1.94	1.79	92%	7%	
		Scanning of permits and letters	10.22	11.60	10.93	94%	7%	
	12	<b>Building Inspection</b>	Actual Cost	Varies	Actual Cost	100%	0%	Cost reflects an average for this cost center
		<b>Other Miscellaneous Permit Fees</b>						
	13	<b>Permit Renewal</b>	53.00	60.42	60.00	99%	13%	
	14	<b>Plan Review/Permit Extention</b>	26.00	30.71	30.00	98%	15%	
	15	<b>Work Without Permit - TBD</b>	144.00	155.08	154.00	99%	7%	Penalty related fee. Title 15 MMC.
	16	<b>Duplicate Permit Card</b>	26.00	30.71	27.00	88%	4%	
	17	<b>Miscellaneous Permits (For work otherwise not specified)</b>	136.00	146.94	145.00	99%	7%	

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<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
		<b><u>Certificate of Occupancy Fees</u></b>						
	18	Temporary Certificate of Occupancy (1st time)	493.00	528.11	527.00	100%	7%	
	19	Temporary Certificate of Occupancy (1st Extension)	987.00	1,056.22	1,056.00	100%	7%	
	20	Temporary Certificate of Occupancy (Second Extension)	987.00	1,056.22	1,056.00	100%	7%	
	21	Duplicate Copy of Certificate of Occupancy	28.00	30.71	29.00	94%	4%	
	22	<b>Technology Cost Recovery Fee</b>	7.00	Varies	8.00	100%	14%	
		State Seismic Fee (SMIP) - Category 1	Varies		Varies	N/A	0%	Pass through fees based on rates and calculations set by State of California Department of Conservation.
		State Seismic Fee (SMIP) - Category 2	Varies		Varies	N/A	0%	Pass through fees based on rates and calculations set by State of California Department of Conservation.
		State Building Standards Special Revolving Fund Fee	Varies		Varies	N/A	0%	Pass through fees based on rates and calculations set by California Building Standards Commission.
		<b><u>PLANNING DIVISION</u></b>						
	23	<b>Neighborhood Compatibility Design Review</b>						
		Level 1: SFR Addition . rear, single story	0.00	208.40	0.00	0%	0%	
		Level 2: SFR Addition front, single story	108.00	532.26	120.00	23%	11%	
		Level 3: SFR New single story	787.00	1,168.55	842.00	72%	7%	
		Level 4: SFR Addition . 2 story to 2 story	1,102.00	1,572.91	1,179.00	75%	7%	
		Level 5: SFR Addition single story to 2 story	1,365.00	2,037.64	1,460.00	72%	7%	
		Level 6: SFR New 2 story	1,575.00	2,037.64	1,685.00	83%	7%	
		Level 7: Multifamily not subject to CUP	1,785.00	2,146.00	1,909.00	89%	7%	
	24	<b>Development Review Committee (DRC) Fees</b>						
		DRC Advisory Review (recommendation to PC)	525.00	982.37	561.00	57%	7%	
		DRC Design Review (decision)	1,300.00	1,612.21	1,400.00	87%	8%	
		DRC Sign Review - Face Change	69.00	183.38	73.00	40%	6%	
		DRC Sign Review - New	118.00	228.21	126.00	55%	7%	
		DRC Sign Review - Master Sign	420.00	657.66	450.00	68%	7%	
		DRC - Major Determination (non single family residential)	472.00	674.60	505.00	75%	7%	
		DRC - Minor Determination (single family residential)	141.00	373.12	150.00	40%	6%	
		DRC - Miscellaneous Review	136.00	272.07	145.00	53%	7%	
		Minor Conditional Use Permit Review (DRC)	735.00	1,300.11	800.00	62%	9%	Amendment 50% of fee
		Minor Exception (DRC)	540.00	786.07	580.00	74%	7%	
		Minor Exception (DRC) - Fences and Walls	270.00	389.56	290.00	74%	7%	50% of Minor Exception Fee
		Oak Tree Permit	52.00	230.95	75.00	32%	44%	Fee waived if arborist report submitted

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<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
	25	<b>Development-Related Pass-Through Charges</b>		Varies	Actual Cost	100%	0%	New fee effective 6/15/24. (AR-1 04/16/24)
	26	<b>Planning Commission</b>						
		Conditional Use Permit (CUP) Review - New Construction	3,360.00	4,092.22	3,600.00	88%	7%	Plus \$0.06 per SF over 50,000 SF (non-residential), plus \$190 per unit (residential) when no subdivision map requested. Amendment 50% of fee
		Conditional Use Permit (CUP) Review - Use only	1,680.00	2,341.71	1,800.00	77%	7%	Amendment 50% of fee
		Hillside Development Permit Review	3,150.00	9,760.32	4,500.00	46%	43%	
		Variance Review	2,047.00	2,319.69	2,200.00	95%	7%	
	27	<b>Subdivision</b>						
		Tentative Parcel / Vesting Parcel Map Review	2,000.00	3,463.25	2,200.00	64%	10%	Plus \$190 per unit; amendemnt 50% of fee (base + per unit)
		Tentative Tract / Vesting Tract Map Review	2,432.00	4,551.04	2,700.00	59%	11%	Plus \$190 per unit; amendemnt 50% of fee (base + per unit)
		Lot Line Adjustment (DRC)	945.00	1,089.59	1,080.00	99%	14%	
	28	<b>General Plan/Specific Plan</b>						
		General Plan/Zoning Amendment	5,880.00	6,629.82	6,500.00	98%	11%	Map amendments only - 50% of base fee
		Specific Plan	7,350.00	8,284.22	8,000.00	97%	9%	Amendment, 50% of original fee
	29	<b>Wireless Facility (WF)</b>						
		WF - Minor CUP	5,407.00	5,789.27	5,785.00	100%	7%	
		WF - Major CUP	9,007.00	9,642.89	9,637.00	100%	7%	
		WF -Exception	2,292.00	2,458.99	2,452.00	100%	7%	
		Administrative Review	1,691.00	1,813.49	1,809.00	100%	7%	
	30	<b>CEQA/Environmental</b>						
		Notice of Exemption (NOE)	37.00	40.08	40.00	100%	8%	
		Negative/Mitigated Negative Declaration (by City)	Actual Cost	Varies	Actual Cost	100%	0%	Actual cost, fully burdened rate; \$5,000 deposit
		Negative/Mitigated Negative Declaration (by Applicant)	7,550.00	8,083.37	8,078.00	100%	7%	
		Environmental Review by applicant (ND/MND/EIR)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	0%	Cost + 15%. Finance Sends Invoice (Third Party Billing)
		Mitigation Monitoring	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Technical Review (3rd party)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	0%	Cost + 15%. Finance Sends Invoice (Third Party Billing)
	31	<b>Appeals/Miscellaneous Planning Fees</b>						
		Appeal of Development Review Committee (DRC) Decision	161.00	2,456.97	170.00	7%	6%	Plus public hearing fee
		Appeal of Planning Commission / Historic Preservation Commission Decision	161.00	1,639.57	170.00	10%	6%	Plus public hearing fee
		Time Extension Review (non-HP)	446.00	648.25	480.00	74%	8%	

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<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
	32	<b>Administrative</b>						
		Temporary Banner Review	8.00	16.02	9.00	56%	13%	
		Change of Address - Non Single Family	269.00	335.29	300.00	89%	12%	
		Change of Address - Single Family	134.50	167.64	150.00	89%	12%	50% of Change of Address - Non-Single Family Fee
		Conditions, Covenants, and Restrictions (CCR) Review	410.00	440.14	438.00	100%	7%	
		Covenant Preparation - Residential Unit	200.00	298.02	250.00	84%	25%	
		Covenant Preparation - Non-residential Unit	420.00	771.10	500.00	65%	19%	
		Landscape Plan Check	405.00	440.79	440.00	100%	9%	
		Preapplication review	1,155.00	4,332.19	1,235.00	29%	7%	Fee will be credited toward entitlement fees
		Plan Check of Building Plans 15% of permit fee		15% of permit fee	15% of permit fee	100%	0%	15% of permit fee for all building permits
		Window/Awning Sign Permit	12.00	16.02	12.00	75%	0%	
		Zoning Research Letter - Standard	69.00	110.17	75.00	68%	9%	
		Zoning Research Letter - Non-Standard	183.00	284.39	200.00	70%	9%	
		Reasonable Accomodation	262.00	555.50	280.00	50%	7%	
		Administrative Determinations	262.00	629.68	280.00	44%	7%	
	33	<b>Historic Preservation</b>						
		Historic Preservation - Cert. Appropriateness	283.00	873.74	300.00	34%	6%	
		Historic Preservation - Historic Landmark Designation	556.00	1,827.22	600.00	33%	8%	Plus publication fee
		Historic Preservation - Historic District Designation	111 + 183 per home	16,133.72	119 + 196 per home	N/A	7%	\$119 fee, plus # of homes in district x \$196
		Historic Preservation - HCD Design Review	945.00	1,527.71	1,011.00	66%	7%	Non-structural - 50% of base fee
		Historic Preservation - Historic Assessment Exemption	269.00	1,157.19	290.00	25%	8%	
		Historic Preservation - Historic Assessment Review	26.00	609.31	27.00	4%	4%	
		Historic Preservation - Mills Act Contract	945.00	1,418.25	1,100.00	78%	16%	
		Historic Preservation - Mills Act Contract Time Extension	264.00	335.14	300.00	90%	14%	
		Historic Preservation - Miscellaneous Review	111.00	705.92	115.00	16%	4%	
	34	<b>Noticing</b>						
		Publication Fee	189.00	219.96	202.00	92%	7%	Based on average cost provided by City Clerk
		Property Owner List Preparation	152.00	164.24	162.00	99%	7%	
		Development Sign	Actual Cost	Actual Cost	Actual Cost	100%	0%	
	35	<b>Surcharge</b>						
		Technology Cost Recovery Fee	7.00	Varies	8.00	100%	14%	
		Historic Preservation Surcharge	3.00	7.09	3.00	42%	0%	
		General Plan Maintenance	15% of bldg & plan check fees	Varies	15% of bldg & plan check fees	100%	0%	15% of Building Plan Check Fee and 15% of Building Permit Fee
	36	<b>Mining</b>						
		Surface Mining Permit	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Surface Mining Reclamation Plan	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Surface Mining Financial Assurances	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Surface Mining Interim Mgmt Plan	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>								
	37	<b>Small Cell Wireless Collocation Facilities</b>						
		Application for 1-5 installations	500.00	994.74	535.00	54%	7%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
		Application for each additional installation	100.00	412.41	107.00	26%	7%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
		New Pole for SWF	1,000.00	1,078.88	1,070.00	99%	7%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
		SWF Annual Row Access Fee	270.00	465.45	288.00	62%	7%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	38	<b>Cumulative Entitlement Collection Fee</b>	Actual Cost	Varies	Actual Cost	100%	0%	100% Main Request (highest fee), 50% Additional Requests. Fee applicable only to Subdivisions (Tentative Parcel and Tract Maps), Major Conditional Use Permits, Hillside Development, Major Variances, and Specific Plans.
	39	<b>Entitlement Amendment Fee</b>	50% of Full Entitlement Fee	Varies	50% of Full Entitlement Fee	100%	0%	Amendment Fee applies to Subdivisions (Tentative Parcel and Tract Maps), Major Conditional Use Permits, Major Variances, Hillside Development Permits, and Specific Plans.
	40	<b>Preliminary Application (SB 330)</b>	1,000.00	1,075.46	1,070.00	99%	7%	New Fee in FY22/23.
		<b><u>BUSINESS LICENSE</u></b>						
	41	<b>Business License Processing</b>						
		New Business and Home Occupation Application	30.00	59.54	32.00	54%	7%	
		Renewal and Moved Business Application	15.00	36.83	16.00	43%	7%	
		Cannabis Business Application	170.00	183.04	181.00	99%	6%	
	42	<b>Business License Fees (Tax)</b>						
		Regular Business License (in town)	177.00	206.48	177.00	86%	0%	Plus \$15 for each employee
		Home Occupation Licenses	88.00	174.89	88.00	50%	0%	
		Hotels/Motels (based on per room)	28.00	59.83	28.00	47%	0%	
		Delivery Truck Businessess (based on # of trucks)	61.00	87.77	61.00	69%	0%	
		Regular Business License (out of town owner)	177.00	195.48	177.00	91%	0%	Plus \$15 for each employee
		3 Month License	103.00	146.53	103.00	70%	0%	Plus \$8 for each employee
		Single Job License	56.00	80.32	56.00	70%	0%	Plus \$5 for each employee
		Residential Rental Property Owner ( \$ per unit)	33.00	65.08	33.00	51%	0%	Plus initial app. Fee of \$30, \$15 each year after.
		Commercial Rental Property Owner	187.00	206.47	187.00	91%	0%	Plus initial app. Fee of \$30, \$15 each year after.
	43	<b>Garage Sale Permit</b>	5.00	31.42	5.00	16%	0%	
	44	<b>Surcharges</b>						
		State Mandated Disability Access and Education Revolving Fund	1.00	N/A	1.00	N/A	0%	State Mandated (Senate Bill 1186)
		Technology Cost Recovery Fee (TRAKIT)	5.00	Varies	6.00	100%	20%	
		<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>						
	45	<b>Printing and Copies</b>						
		Per Page Printing (no chg for 3 or less)	0.25	0.30	0.25	84%	0%	Standard Computer Printing Fee for all Departments
		Per Page Printing - Color (no chg for 3 or less)	0.50	0.60	0.50	84%	0%	Standard Computer Printing Fee for all Departments
		Zoning Map Printing	5.00	5.79	5.00	86%	0%	
	46	<b>Dwelling Unit Tax (\$125/bedroom)</b>	\$125 per bedroom	0.00	\$125 per bedroom	N/A	0%	Set by Resolution No 7940

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>FIRE DEPARTMENT</b>								
	1	<b>Fire and Life Safety System Plan Check/Inspection</b>	\$265 + \$18.50 per device	\$297 + \$20.22 per device	\$284 + \$19.8 per device	96%	7%	Flat rate which includes fully burdened hourly rate for review and inspection plus \$19 per device (sprinkler heads, smoke detectors, etc.)
	2	<b>Plan Check and Inspection Fees:</b>						
		Single Family Residential Site	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Multi-Dwelling Site Field Review (½ hour min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Commercial/Industrial Site Field Review (½ hour min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Inspections outside of Normal Business Hours (3 hr min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Inspections where no fee is specified (½ hour min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Add'l Plan Review/Insp required by changes/additions	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate and/or consultant hourly rate
		Additional Plan Review/Inspection Revisions	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate and/or consultant hourly rate
		Outside Consultant Plan Review Fee	Actual Cost	Varies	Actual Cost	100%	0%	Consultant Fee
		Division Consultation Fees-not otherwise stated (½ hr min)	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Reinspections after 2nd inspections	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Commercial Building & Site Plan Check	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Commercial building construction & inspection	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, 154% deposit required
		Processing of request to duplicate official copy of plans	47.00	51.31	50.00	97%	6%	New Fee FY23/24.
		Optical scanning of plans and calculations	Actual Cost	Varies	Actual Cost	100%	0%	
		Failure to Obtain Fire Permit	583.00	625.76	623.00	100%	7%	Plus fully burdened rate
	3	<b>Annual Fire Permit (includes engine company inspection)</b>						
		Places of Assembly (50-300)	192.00	206.50	205.00	99%	7%	
		Places of Assembly (301-1000)	288.00	310.38	308.00	99%	7%	
		Places of Assembly (1000+)	384.00	413.00	410.00	99%	7%	
		Aersol	192.00	206.50	205.00	99%	7%	
		Aviation Facilities	286.00	309.75	306.00	99%	7%	
		Aboveground Storage Tanks	384.00	413.00	410.00	99%	7%	
		Battery System	192.00	206.50	205.00	99%	7%	
		Cellulose Nitrate Film	192.00	206.50	205.00	99%	7%	
		Combustible Fibers	192.00	206.50	205.00	99%	7%	
		Misc. Combustible Storage	384.00	413.00	410.00	99%	7%	
		Compressed Gases	384.00	413.00	410.00	99%	7%	
		Cryogenic Fluids	384.00	413.00	410.00	99%	7%	
		Combustible Dust Producing Operations	384.00	413.00	410.00	99%	7%	
		Cutting & Welding	384.00	413.00	410.00	99%	7%	
		Covered & Open Mall Buildings	577.00	619.50	617.00	100%	7%	

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments		
<b>FIRE DEPARTMENT</b>										
		Dry Cleaning	384.00	413.00	410.00	99%	7%			
		Explosives	384.00	413.00	410.00	99%	7%			
		Open Flames & Candles	192.00	206.50	205.00	99%	7%			
		Flammable/Combustible Liquids	384.00	413.00	410.00	99%	7%			
		Fats, Oils, Grease (FOG)	384.00	413.00	410.00	99%	7%			
		Fruit & Crop Ripening	384.00	413.00	410.00	99%	7%			
		Hazardous Materials	577.00	619.50	617.00	100%	7%			
		Hot Works (included in cutting & welding)	384.00	413.00	410.00	99%	7%			
		High Piled Storage	577.00	619.50	617.00	100%	7%			
		Industrial Ovens	384.00	413.00	410.00	99%	7%			
		LP Gas	192.00	206.50	205.00	99%	7%			
		Liquid or Gas Fueled Vehicles / Equip in Assembly	192.00	206.50	205.00	99%	7%			
		Lumbar Yard and Woodworking Plants	384.00	413.00	410.00	99%	7%			
		Magnesium	286.00	309.75	306.00	99%	7%			
		Open Burning	192.00	206.50	205.00	99%	7%			
		Organic Coatings	384.00	413.00	410.00	99%	7%			
		Pyrotechnic Special Effects Material	770.00	826.00	823.00	100%	7%			
		Pyroxylin Plastics	384.00	413.00	410.00	99%	7%			
		Refrigeration Equipment	384.00	413.00	410.00	99%	7%			
		Rooftop Heliports	192.00	206.50	205.00	99%	7%			
		Spraying and Dipping	384.00	413.00	410.00	99%	7%			
		Storage of Scrap Tires, Byproducts & Rebuilding Plant	384.00	413.00	410.00	99%	7%			
		Temporary Membrane Structure	192.00	206.50	205.00	99%	7%			
		Waste Handling	384.00	413.00	410.00	99%	7%			
		Wood Products	384.00	413.00	410.00	99%	7%			
		4	<b>Special Activity Permits</b>							
				Christmas Tree Lot	89.00	96.55	95.00	98%	7%	1 hour fully burdened rate
				Parade Floats	192.00	206.50	205.00	99%	7%	
				Vehicle Display	192.00	206.50	205.00	99%	7%	
				Model Rockets	192.00	206.50	205.00	99%	7%	
		Exhibits & Trade Shows	384.00	413.00	410.00	99%	7%			
		Carnivals & Fairs	384.00	413.00	410.00	99%	7%			
		Failure to Obtain Required Permit	583.00	625.76	623.00	100%	7%	Plus fully burdened rate		

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>FIRE DEPARTMENT</b>								
	5	<b>Fire False Alarm Response:</b>						
		1st and 2nd Response in a 12-Month Period	0.00	510.62	0.00	0%	0%	No Charge (notice to repair system)
		3rd and subsequent response in 12-month period	475.00	510.62	508.00	99%	7%	Fully burdened hourly rate plus dispatch cost
		Fire Alarm Company Dispatching Error	388.00	438.28	415.00	95%	7%	Plus contractor dispatching fee
	6	<b>Regulate as Participating Agency (LACO CUPA program)</b>						
		Hazardous Materials Handlers:						
		Liquid < 1 gallon/ Solid < 1 lbs / Gas < 1 cu.ft.	Exempt	Exempt	Exempt	0%	0%	No Charge
		Liquid 1-54 / Solid 1-499 / Gas 1-199	249.00	282.84	266.00	94%	7%	
		Liquid 55-550 / Solid 500-2000 / Gas 200-2000	455.00	513.12	486.00	95%	7%	
		Liquid 501-2000 /Solid 2001-15000 /Gas 2001-5000	710.00	799.72	759.00	95%	7%	
		Liquid 2001-2500 /Solid 15001-25000 /Gas 5001-10000	1,167.00	1,312.84	1,248.00	95%	7%	
		Service Stations	763.00	858.54	816.00	95%	7%	
	7	<b>Cal ARP Program, Risk Management Prevention</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus 100% Consultant Fee
	8	<b>Cal ARP Facility Permit &amp; Annual Inspection Fee</b>	707.00	757.97	756.00	100%	7%	Required by LA County Fire Department of Hazardous Materials Division
	9	<b>Hazardous Materials Clean-up/Response</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus cost of equipment/staff for remediation
	10	<b>Spilled Load Clean-Up</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus cost of equipment/staff for remediation
	11	<b>Illegal Burn Response:</b>						
		1st Response in 5 Years	0.00	106.99	0.00	0%	0%	No Charge
		2nd Response in 5 Years	Actual Cost	106.99	Actual Cost	100%	0%	Fully burdened hourly rate
	12	<b>Fire Incident Report Copy:</b>						
		Response Reports	22.00	25.78	23.00	89%	5%	
		Other Copies (per page)	0.25	0.33	0.25	77%	0%	Standard Computer Printing Fee for all Departments
		Original Document Preparation (first 15 minutes, per month)	0.00	12.89	0.00	0%	0%	No charge for the first 15 minutes per month
		Original Document Preparation (over 15 minutes, per month)	Actual Cost	12.89	Actual Cost	100%	0%	Fully burdened hourly rate, in 15 minute increments
	13	<b>Engine Company Inspection: (Annual Fee)</b>						
		Commercial Units:						
		Building square footage < 500 sq feet	248.00	245.05	245.00	100%	-1%	
		Building square footage > 501 feet and < 4,000 sq feet	282.00	277.29	277.00	100%	-2%	
		Building square footage > 4,000 feet and < 10,000 sq feet	381.00	374.02	374.00	100%	-2%	Costs and fees revised FY 23/24 based on fully burdened hourly rate.
		Building square footage > 10,000 feet and < 50,000 sq feet	480.00	470.75	470.00	100%	-2%	
		Building square footage > 50,000 sq feet	579.00	567.48	567.00	100%	-2%	
		Rental Units - Based on No. of Units:						
		Unit Range from 3-4	229.00	225.70	225.00	100%	-2%	
		Unit Range from 5-10	248.00	245.05	245.00	100%	-1%	
		Unit Range from 11-20	282.00	277.29	277.00	100%	-2%	Per California Fire Code. Costs and fees revised FY 23/24 based on fully burdened hourly rate.
		Unit Range from 21-30	381.00	374.02	374.00	100%	-2%	
		Unit Range from 31-50	480.00	470.75	470.00	100%	-2%	

**CITY OF MONROVIA**  
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Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>FIRE DEPARTMENT</b>								
		Unit Range from 50 +	579.00	567.48	567.00	100%	-2%	Per California Fire Code. Costs and fees revised FY23/24 based on fully burdened hourly rate.
		<u>Second Inspection</u>						
		Commercial Units:						
		Building square footage < 500 sq feet		147.86	147.00	99%		
		Building square footage > 501 feet and < 4,000 sq feet		178.66	178.00	100%		
		Building square footage > 4,001 feet and < 10,000 sq feet		209.46	209.00	100%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected.
		Building square footage > 10,001 and < 50,000 sq feet		240.27	240.00	100%		
		Building square footage > 50,000 sq feet		301.87	301.00	100%		
		Rental Units - Based on No. of Units:						
		Unit Range from 3-10		147.86	147.00	99%		
		Unit Range from 11-20		178.66	178.00	100%		
		Unit Range from 21-30		209.46	209.00	100%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected.
		Unit Range from 31-50		240.27	240.00	100%		
		Unit Range from 50 +		301.87	301.00	100%		
		<u>Third Inspection</u>						
		Commercial Units:						
		Building square footage < 500 sq feet	132.00	191.91	191.00	100%	45%	
		Building square footage > 501 feet and < 4,000 sq feet	132.00	235.74	235.00	100%	78%	
		Building square footage > 4,001 feet and < 10,000 sq feet	132.00	282.78	282.00	100%	114%	Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected.
		Building square footage > 10,001 and < 50,000 sq feet	266.00	329.83	329.00	100%	24%	
		Building square footage > 50,000 sq feet	266.00	406.87	406.00	100%	53%	
		Rental Units - Based on No. of Units:						
		Unit Range from 3-10	Varies	191.91	191.00	100%		
		Unit Range from 11-20	Varies	235.74	235.00	100%		
		Unit Range from 21-30	Varies	282.78	282.00	100%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected.
		Unit Range from 31-50	Varies	329.83	329.00	100%		
		Unit Range from 50 +	Varies	406.87	406.00	100%		
	14	<b>Fire Prevention Inspection (Non-Engine Company) (Annual Fee)</b>						
		Commercial Units:						
		Building square footage < 500 sq feet	76.00	63.80	63.00	99%	-17%	
		Building square footage > 500 feet and < 4,000 sq feet	127.00	97.38	97.00	100%	-24%	
		Building square footage > 4,000 feet and < 10,000 sq feet	281.00	130.96	130.96	100%	-53%	Costs and fees revised FY 23/24 based on fully burdened hourly rate.
		Building square footage > 10,000 feet and < 50,000 sq feet	561.00	164.54	164.00	100%	-71%	
		Building square footage > 50,000 sq feet	Actual Cost	Varies	Actual Cost	100%	0%	

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<b>FIRE DEPARTMENT</b>								
		Rental Units - Based on No. of Units:						
		Unit Range from 3-4	44.00	58.76	58.00	99%	32%	
		Unit Range from 5-10	76.00	63.80	63.00	99%	-17%	
		Unit Range from 11-20	127.00	97.38	97.00	100%	-24%	Costs and fees revised FY 23/24 based on fully burdened hourly rate.
		Unit Range from 21-30	281.00	130.96	130.96	100%	-53%	
		Unit Range from 31-50	561.00	164.54	164.00	100%	-71%	
		Unit Range from 50 +	Actual Cost	Varies	Actual Cost	100%	0%	
		<u>Second Inspection</u>						
		Commercial Units:						
		Building square footage < 500 sq feet		44.91	44.00	98%		
		Building square footage > 501 feet and < 4,000 sq feet		57.74	57.00	99%		
		Building square footage > 4,001 feet and < 10,000 sq feet		73.78	73.00	99%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected.
		Building square footage > 10,001 and < 50,000 sq feet		89.83	89.00	99%		
		Building square footage > 50,000 sq feet		105.87	105.00	99%		
		Rental Units - Based on No. of Units:						
		Unit Range from 3-10		44.91	44.00	98%		
		Unit Range from 11-20		57.74	57.00	99%		
		Unit Range from 21-30		73.78	73.00	99%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected.
		Unit Range from 31-50		89.83	89.00	99%		
		Unit Range from 50 +		105.87	105.00	99%		
		<u>Third Inspection</u>						
		Commercial Units:						
		Building square footage < 500 sq feet		89.83	89.00	99%		
		Building square footage > 501 feet and < 4,000 sq feet		115.49	115.00	100%		
		Building square footage > 4,001 feet and < 10,000 sq feet		147.57	147.00	100%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected. Fee includes cost recovery for third inspection and final inspection.
		Building square footage > 10,001 and < 50,000 sq feet		179.65	179.00	100%		
		Building square footage > 50,000 sq feet		211.73	211.00	100%		
		Rental Units - Based on No. of Units:						
		Unit Range from 3-10		89.83	89.00	99%		
		Unit Range from 11-20		115.49	115.00	100%		
		Unit Range from 21-30		147.57	147.00	100%		Costs and fees revised FY 23/24 based on fully burdened hourly rate. Assessed only if violation is not corrected. Fee includes cost recovery for third inspection and final inspection.
		Unit Range from 31-50		179.65	179.00	100%		
		Unit Range from 50 +		211.73	211.00	100%		

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<b>FIRE DEPARTMENT</b>								
	15	<b>Water/Flood Pumping, Covering And Clean-Up:</b>						
		Emergency/Hazardous Situation	0.00	317.11	0.00	0%	0%	No charge
		Non-Emerg. Flood Incident-1st Response in 12 mo period	0.00	317.11	0.00	0%	0%	No charge
		Non-Emerg. Flood Incident-All Subsequent Responses	Actual Cost	317.11	Actual Cost	100%	0%	Fully burdened hourly rate
		Non-Emerg. Roof Leak Incident-1st Response in 12 mos.	0.00	317.11	0.00	0%	0%	No charge
		Non-Emerg. Roof Leak Incident-All Subsequent Responses	Actual Cost	317.11	Actual Cost	100%	0%	Fully burdened hourly rate
		Flooding/Leaking Incident caused by Natural Disaster	0.00	317.11	0.00	0%	0%	No charge
		Add'l Non-Emergency Minor Incident	Actual Cost	Varies	Actual Cost	100%	0%	
		Add'l Non-Emergency Minor Incident (over ½ hour)	Actual Cost	317.11	Actual Cost	100%	0%	Fully burdened hourly rate
	16	<b>Emergency Medical/Fire Protection Service: (Monthly Fees)</b>						
		Single Family Dwelling	3.16	8.15	3.16	39%	0%	
		Multiple Family Dwelling	3.16	8.15	3.16	39%	0%	For 1st unit, plus \$2.08 for each add'l unit
		Trailer Parks	3.10	7.99	3.10	39%	0%	For 1st space, plus \$2.31 for each add'l space
		Lifeline	1.58	4.07	1.58	39%	0%	
		Commercial	7.93	20.44	7.93	39%	0%	
		Governmental/Public Facilities	7.93	20.44	7.93	39%	0%	
		Industrial	29.31	75.56	29.31	39%	0%	
		Cemetery	7.93	20.44	7.93	39%	0%	
		Agricultural	0.00	N/A	0.00	N/A	0%	
	17	<b>Civil Fire Incident</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	18	<b>Underground Tank Installation/Removal Inspection (2 hr minimum)</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	19	<b>Special Events, Tests, &amp; Inspections/ Fire Protection Stand-by:</b>						
		Candles/Open Flames in an Assembly (charged daily)	22.00	25.78	25.00	97%	14%	
		Circus or Carnivals (Fire staff required-2hr min)	177.00	192.42	189.00	98%	7%	Fully burdened hourly rate beyond 2 hour minimum
		Tent, for public assembly use (charged daily)	88.00	95.35	94.00	99%	7%	Fee covers 1 hour of inspection of 1-4 tents or approx. 600 sq ft. Fully burdened rate beyond 1 hour.
		Tent, for commercial use (one time charge)	88.00	95.35	94.00	99%	7%	Fee covers 1 hour of inspection of 1-4 tents or approx. 600 sq ft. Fully burdened rate beyond 1 hour.
		Air Supported Structures (charged daily)	88.00	95.35	94.00	99%	7%	Inspection generally occurs alongside a tent inspection. Same rate to apply.
		Approved Fireworks Show (charged daily)	449.00	1,403.79	480.00	34%	7%	
		Blasting Operations (charged daily)	98.00	107.27	104.00	97%	6%	
		Filming:						
	Each inspection during regular business hours	Actual Cost	105.70	Actual Cost	100%	0%	Fully burdened hourly rate	
	Each inspection outside of regular business hours	Actual Cost	105.70	Actual Cost	100%	0%	Fully burdened hourly rate (3 hour minimum)	
	Cancellation of Inspection (failure to notify Fire Dept.)	99.00	N/A	105.00	N/A	6%		

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>FIRE DEPARTMENT</b>								
		Other Temporary Special Use Fire Permit	33 + Actual Cost	Varies	35 + Actual Cost	100%	6%	Fully burdened hourly rate (3 hr minimum)
		Failure to obtain a required permit	Double Fee	Varies	Double Fee	100%	0%	
		Fire Protection System installation/modification inspection	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate-minimum charge-½ hr
		Low cost sprinkler systems-residential attached garage	98.00	107.27	104.00	97%	6%	Fee paid by group/agency requesting the test.
		Fire alarm inspections - Initial request	98.00	107.27	104.00	97%	6%	Fee paid by group/agency requesting the test.
		Fire alarm inspections - Follow-Up request	98.00	107.27	104.00	97%	6%	Fee paid by group/agency requesting the test.
		Special After-Hours Occupancy:						
		Annual inspection - occupancy load under 50	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Semi-Annual inspection - occupancy load over 50	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
		Consultation for civil cases	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus duplication cost
	20	<b>Brush Defensible Space Inspection:</b>						
		First Inspection		140.04	0.00	0%		New fee effective 7/4/24 (Q3 BA). No chage for first inspection.
		Second Inspection		140.83	140.00	100%		New fee effective 7/4/24 (Q3 BA). Assessed only if violation is not corrected.
		Third Inspection		203.22	203.00	100%		New fee effective 7/4/24 (Q3 BA). Assessed only if violation is not corrected. Fee includes cost recovery for third inspection and final inspection.
		AB-38 Defensible Space Inspections and Compliance Report Fee	64.00	109.82	105.00	100%	64%	Costs and fees revised FY 23/24 based on fully burdened hourly rate.
	21	<b>Brush Abatement:</b>						Rate shall be the same as inspector reinspect fee after second reinspect
		Brush clearance by City or City contractor	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus cost of equipment/staff for remediation
		Admin Fee for City administered abatement	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate plus legal fees
		Failure to abate - Re-Inspection Fee	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	22	<b>State-Mandated Fire Inspections:</b>						Required for businesses to be licensed by regulatory agencies.
		High Rise (8 hour minimum)	2,940.00	3,304.01	3,145.00	95%	7%	Fully burdened hourly rate
		Day Care (1/2 hr minimum)	182.00	206.50	194.00	94%	7%	Fully burdened hourly rate
		Hospital (5 hr minimum)	1,836.00	2,065.00	1,964.00	95%	7%	Fully burdened hourly rate
		Convalescent (3 hr minimum)	1,101.00	1,180.00	1,178.00	100%	7%	Fully burdened hourly rate
		Other Licensed Care (1 hr minimum)	366.00	393.33	391.00	99%	7%	Fully burdened hourly rate
		Schools	375.00	402.68	401.00	100%	7%	Fully burdened hourly rate
	23	<b>Structure Fire Response</b>	1,861.00	1,992.42	1,991.00	100%	7%	
		Malicious/Negligent Fee	Actual Cost	0.00	Actual Cost	100%	0%	Malicious/Negligent fee for actual response costs per MMC 15.20.335 and MMC 15.20.300
	24	<b>Fire Service Impact Fee</b>						
		Residential Construction with Fire Sprinklers	0.90	Varies	0.90	100%	0%	Cost per square foot
		Residential Construction without Fire Sprinklers	2.10	Varies	2.20	100%	5%	Cost per square foot
		Commercial Construction with Fire Sprinklers	0.90	Varies	0.90	100%	0%	Cost per square foot
		Commercial Construction without Fire Sprinklers	2.10	Varies	2.20	100%	5%	Cost per square foot
		Industrial Construction with Fire Sprinklers	0.90	Varies	0.90	100%	0%	Cost per square foot
		Industrial Construction without Fire Sprinklers	2.10	Varies	2.20	100%	5%	Cost per square foot
	25	<b>First Responder Fee</b>	333.00	Varies	356.00	100%	7%	
	26	<b>Fire - Technology Cost Recovery Fee</b>	7.00	Varies	7.00	100%	0%	New Fee in FY22/23

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>POLICE DEPARTMENT</b>								
	1	Fortune Telling Permit - New	945.00	1,019.65	1,011.00	99%	7%	
	2	Fortune Telling Permit - Renewal	420.00	452.46	449.00	99%	7%	
	3	Massage Establishment License	884.00	947.58	945.00	100%	7%	
	4	Massage Practitioner Application	567.00	616.17	606.00	98%	7%	
	5	Special Business Regulation Permit:						
		New or Renewed Permit	35.00	38.67	37.00	96%	6%	
		ABC Transfers	469.00	502.99	501.00	100%	7%	
	6	Film Permit:						
		Overtime for Police and/or Fire Dept	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened overtime rate
	7	Noise Disturbance Response Call-Back:						
		First Response within 24 Hours	0.00	105.34	0.00		0%	Warning Issued (per Municipal Code)
		Second Response within 24 Hours	0.00	105.34	0.00		0%	Warning Issued (per Municipal Code)
		Third Response within 24 Hours	162.00, plus Actual Cost	210.68	173.00, plus Actual Cost	86%	7%	\$173.00 fee plus actual costs of 3rd response. The \$173.00 fee is to recoup costs for 1st & 2nd response. No subsequent response after 3rd attempt since PD shuts down party.
	8	Parking Permits:						
		Annual Parking Permit	47.00	54.18	50.00	92%	6%	Plus \$8 computer fee.
		30 Day Temp Parking Permit	31.00	32.51	33.00	102%	6%	Plus \$8 computer fee.
		1 Day Temp Parking Permit	5.00	32.51	5.00	15%	0%	
		Recreational Vehicle Parking Permit Fee	5.00	88.56	5.00	6%	0%	
	9	Police Special Services	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate
	10	Police False Alarm Response:						
		First 3 Calls in a 12-Month Period	0.00	210.68	0.00	0%	0%	Warning Issued (per Municipal Code Section 9.47.050)
		4th Call in a 12-Month Period	240.00	280.91	256.00	91%	7%	
		5th Call in a 12-Month Period	325.00	351.13	347.00	99%	7%	
		6th Call in a 12-Month Period	445.00	842.72	476.00	56%	7%	Penalty/fine related fee
	11	Impounded/Abandoned/Abated Vehicle Release:	139.00	158.94	148.00	93%	6%	Veh. Code Sec. 22850.5(a). No charge for crime victims. Plus \$8 computer fee.
	12	Veh. Impound Storage Fee (Suspended or No License)	172.00	185.90	184.00	99%	7%	Per Vehicle Code Section 22850.5(a). Plus \$8 computer fee.
	13	Records Check/Clearance Letter	42.00	47.56	44.00	93%	5%	Plus \$8 computer fee.
	14	Taxi Service Establishment License	735.00	848.20	786.00	93%	7%	Per Monrovia Municipal Code 5.20.020
	15	Taxi Service Driver License	425.00	488.55	454.00	93%	7%	Per Monrovia Municipal Code 5.20.021
	16	Police Crime Verification Letter	28.00	29.96	29.00	97%	4%	
	17	Police Photo Reproduction (on CD or thumb drive)	47.00	85.59	50.00	58%	6%	Per Government Code Section 53150. Plus \$8 computer fee. Cost of media storage device (thumb drive)
	18	Video/Audio Tape Reproduction	89.00	128.38	95.00	74%	7%	Plus \$8 computer fee.
		911 Recording Reproduction	94.00	104.25	100.00	96%	6%	
		Computer Records Search	71.00	77.19	75.00	97%	6%	
	19	Microfilm Reproduction	30.00	64.51	32.00	50%	7%	Plus \$8 computer fee.
	20	Vehicle Equipment Correction Inspection (Fix-it Ticket)						
		Resident Fee	26.00	105.70	27.00	26%	4%	
		Non-Resident Fee	36.00	105.70	38.00	36%	6%	

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>POLICE DEPARTMENT</b>								
	21	<b>Vehicle / Traffic Accident Investigation Report Reproduction:</b>						
		1st Copy of Traffic Report (Non-Injury or Injury)	42.00	70.64	44.00	62%	5%	
		Subsequent Copy of Traffic Report (Non-Injury or Injury)	26.00 Flat Fee Per Report	0.25 per page	27.00 Flat Fee Per Report	N/A	4%	\$27 flat fee for subsequent copies of collision reports
	22	<b>DUI Accident Response Investigation</b>	Actual Cost + Booking	Varies	Actual Cost + Booking	100%	0%	Fully burdened hrly rate, plus County Booking Fee
	23	<b>Booking Fee (Criminal Justice Admin Fee)</b>	108.00	155.64	115.00	74%	6%	
	24	<b>Weapon Release</b>	36.00	41.90	38.00	91%	6%	
	25	<b>DUI Arrest/Impound and Report</b>	685.00	733.73	732.00	100%	7%	Per Vehicle Code Section 22850.5. Plus \$8 computer fee.
	26	<b>Animal Control:</b>						
		Annual License for Dogs - Sterilized	21.00	25.03	22.00	88%	5%	
		Annual License for Dogs - Non-Sterilized	64.00	90.86	68.00	75%	6%	
		Annual License for Cats - Sterilized	5.00	18.26	5.00	27%	0%	
		Annual License for Cats - Non-Sterilized	10.00	18.26	10.00	55%	0%	
		Penalty-If not licensed within annual license period	50% of license fee		50% of license fee	100%	0%	
	27	<b>Impounds - Dogs &amp; Cats (In Any 12 Month Period)</b>						
		1st Impound - Licensed Dog or Cat	31.00	268.18	33.00	12%	6%	Previously did not charge impound fees for dogs/cats that had an annual license. Additional State Fee may be applied by Pasadena Humane Society for the impounds of non-sterilized animals.
		1st Impound - Unlicensed Dog or Cat	31.00	268.18	33.00	12%	6%	Additional State Fee may be applied by Pasadena Humane Society for the impounds of non-sterilized animals.
		2nd Impound - Licensed/Unlicensed Dog or Cat	53.00	268.18	56.00	21%	6%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
		3rd Impound - Licensed/Unlicensed Dog or Cat	86.00	268.18	92.00	34%	7%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
		4th or More Impound - Licensed/Unlicensed Dog or Cat	151.00	268.18	161.00	60%	7%	Increase to reflect Pasadena Humane Society (PHS) cost increases. Additional State Fee may be applied by PHS for the impounds of non-sterilized animals.
	28	<b>Impounds - Other Animals (small/medium):</b>						
		1st Impound (In Any 12 Month Period)	38.00	268.18	40.00	15%	5%	
		2nd Impound	54.00	268.18	57.00	21%	6%	
		3rd Impound	82.00	268.18	87.00	32%	6%	
		4th or More Impound	82.00	268.18	87.00	32%	6%	
	29	<b>Impounds - Other Animals (large):</b>						
		1st Impound (In Any 12 Month Period)	54.00	326.00	57.00	17%	6%	
		2nd Impound	82.00	326.00	87.00	27%	6%	
		3rd Impound	111.00	326.00	118.00	36%	6%	
		4th or More Impound	111.00	326.00	118.00	36%	6%	
	30	<b>Impounds - Other Animals (large livestock):</b>						
		1st Impound (In Any 12 Month Period)	556.00	724.08	594.00	82%	7%	
		2nd Impound	556.00	724.08	594.00	82%	7%	
		3rd Impound	556.00	724.08	594.00	82%	7%	
		4th or More Impound	556.00	724.08	594.00	82%	7%	
	31	<b>Kennel Fee (per day)</b>	10.00	87.64	10.00	11%	0%	

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>POLICE DEPARTMENT</b>								
	32	<b>Dead Animal Pick Up:</b>						
		Licensed Cat or Dog	0.00	268.18	0.00	0%	0%	
		Non-Licensed Animal	26.00	268.18	27.00	10%	4%	
		Large Dog (over 70 lbs)	54.00	289.83	57.00	20%	6%	
		Other Small & Medium Animals	26.00	268.18	27.00	10%	4%	
		Large Animals (Not Including Livestock)	54.00	326.00	57.00	17%	6%	
		Livestock	222.00	636.92	237.00	37%	7%	
	33	<b>Tranquilization Fee</b>	165.00	418.58	176.00	42%	7%	
	34	<b>Vaccination Fees</b>						
		6-1	10.00	45.46	10.00	22%	0%	
		Bordatella	8.00	42.95	8.00	19%	0%	
		FVRCP	8.00	42.95	8.00	19%	0%	
	35	<b>Adoption Fees:</b>						
		Cats	93.00	435.78	99.00	23%	6%	\$75 will be refunded after proof of spay or neuter (cats & dogs)
		Dogs	111.00	435.78	118.00	27%	6%	
	36	<b>Civil Subpoena Production Of Records:</b>						
		Standard Reproduction (Up to 8½"x 14" Inches)	0.10	0.64	0.10	16%	0%	Per Calif. Evidence Code Section 1563 (b)(1)
		Reproduction from Microfilm	0.20	0.64	0.20	31%	0%	Per Calif. Evidence Code Section 1563 (b)(1)
		Reproduction of Oversized Documents	Actual Cost	Varies	Actual Cost	100%	0%	\$25.2 per hour clerical, plus misc cost incurred
		<b>Reproductions requiring Special Processing</b>	Actual Cost	Varies	Actual Cost	100%	0%	\$25.2 per hour clerical, plus misc cost incurred
		Reproduction for Attorney or Atty Representative	15.00	Varies	15.00	100%	0%	Per Calif. Evidence Code Section 1563 (b)(6)
	37	<b>Firearms Dealer Permit</b>	556.00	605.86	594.00	98%	7%	
		<b>FINES:</b>						
	38	<b>Parking Enforcement</b>	60.00	75.68	60.00	79%	0%	Per Monrovia Municipal Code Section 10.16
	39	<b>Parking Enforcement - Fire Lane</b>	216.00	154.85	231.00	149%	7%	Penalty/fine related fee
	40	<b>Parking Enforcement - Bus Zone</b>	189.00	154.85	202.00	130%	7%	Penalty/fine related fee
	41	<b>Parking Enforcement (City Streets)- Vehicles over 10,000 lbs</b>	108.00	N/A	115.00	N/A	6%	
	42	<b>Parking Enforcement (Truck Routes)- Vehicles over 10,000 lbs</b>	108.00	N/A	115.00	N/A	6%	
	43	<b>General Municipal Ordinance Enforcement:</b>						
		Misdemeanors	1,000.00	Varies	1000.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.010
		Infraction - 1st	100.00	Varies	100.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
		Infraction - 2nd within a year	200.00	Varies	200.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
		Infraction - 3rd and subsequent within a year	500.00	Varies	500.00	100%	0%	Per Monrovia Municipal Code, Section 1.16.020
		Admin fine - 1st	100.00	Varies	100.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
		Admin fine - 2nd within a year	200.00	Varies	200.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
		Admin fine - 3rd and subsequent within a year	300.00	Varies	300.00	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
		Penalty - if not paid on time	50% of the fine	Varies	50% of the fine	100%	0%	Per Monrovia Municipal Code, Section 1.17.060
	44	<b>AB 503 Indigent Parking Citation Processing Fee</b>	5.00	11.92	5.00	42%	0%	

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>								
	1	Grading Plan Check - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	2	Grading Plan Check - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	3	Grading Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	4	Grading Inspection - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	5	Grading Inspection - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	6	Grading Inspection - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	7	Public Improvement Plan Check - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	8	Public Improvement Plan Check - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	9	Public Improvement Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	10	Public Improvement Inspection - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	11	Public Improvement Inspection - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	12	Public Improvement Inspection - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	0%	
	13	Street Vacation Processing	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	15% administrative cost
	14	Final Maps (Parcel Map and Tract Map)	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	15% administrative cost. Deposit Required = \$1500
	15	Lot Line Adjustment	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	15% administrative cost. Deposit Required = \$1000
	16	Technical Services Fee	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	0%	Cover the cost of outside technical services utilized in the process of reviewing on-site and off-site development plans. The fee includes the actual costs incurred by outsident consultants plus 15% to cover costs to coordinate/manage consultants.
	17	Public Works Construction Permits:						
		Driveway Inspection Fee	420.00	450.80	449.00	100%	7%	Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Sidewalk Inspection Fee (per 300 sq. ft.)	458.00	492.96	490.00	99%	7%	Plus \$0.25 per square foot (over 300). Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Street Excavation Inspection Fee (per 50 sq. ft.)	537.00	577.27	574.00	99%	7%	Plus \$2.00 per square foot (over 50). Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Sewer Wye Inspection Fee	330.00	354.83	353.00	99%	7%	Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Curb and Gutter Inspection Fee (per 50 linear ft.)	458.00	492.96	490.00	99%	7%	Plus \$1.50 per square foot (over 50). Each additional inspection charge \$72 per hour plus the Administrative Processing Fee of \$71.77.
		Curb Drain Inspection Fee	302.00	324.33	323.00	100%	7%	Each additional inspection charged \$72 per hour plus the Administrative Processing Fee of Seventy-one dollars and Seventy-Seven cents (\$71.77).
	18	Administrative Processing Fee	76.00	83.05	81.00	98%	7%	Cost of additional construction permit inspections. Fee assessed on a per inspection basis for each additional inspection beyond that provided in the initial construction permit.
	19	Slurry Seal Reconstruction (per sq. ft.)	Actual Cost	Varies	Actual Cost	100%	0%	
	20	Encroachment Permit	291.00	312.67	311.00	99%	7%	
	21	Encroachment Permit Extension	141.00	151.78	150.00	99%	6%	Extends Encroachment Permit for 30 days.
	22	Encroachment Permit (Annual)	0.00	418.53	0.00	0%	0%	Renewal date every July 1st
	23	Encroachment in Residential Zone	Plus \$18 per day for each day (over 14 days). Charges shall not exceed \$270.	Plus \$18 per day for each day (over 14 days). Charges shall not exceed \$270.	Plus \$19 per day for each day (over 14 days). Charges shall not exceed \$270.	100%	6%	
	24	Wide, Overweight, Overlong Load Review						
		Single Trip	16.00	20.63	16.00	78%	0%	Fee set by Caltrans
		Annual Permit	90.00	114.73	90.00	78%	0%	Fee set by Caltrans

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>PUBLIC WORKS DEPARTMENT - ENGINEERING</b>								
	25	<b>Storm Drainage Maintenance: (Monthly Fees)</b>						Need Voter Approval to Update Fees
		Residential	1.68	2.33	1.68	72%	0%	
		Multiple Dwellings	1.68	2.33	1.68	72%	0%	For 1st unit, plus \$1.25 for each add'l unit
		Trailer Park	2.55	3.54	2.55	72%	0%	For 1st space, plus \$1.92 for each add'l space
		Lifeline	1.51	2.33	1.51	65%	0%	
		Cemetery/Horticultural Facilities	2.70	3.75	2.70	72%	0%	
		Public Facilities	10.70	14.87	10.70	72%	0%	
		Motels, Hotels, Commercial, Churches, Church Schools	2.70	3.75	2.70	72%	0%	For 1st unit, plus \$2.02 for each add'l unit
		Industrial	3.13	4.34	3.13	72%	0%	
	26	<b>Park &amp; Street Tree Maintenance (LLMD)</b>	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	27	<b>Median &amp; Parkway Maintenance (LLMD)</b>	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	28	<b>Street Lighting Maintenance (LLMD)</b>	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	29	<b>Gold Hills Landscape Assessment (LLMD)</b>	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	30	<b>Park Maintenance Assessment (PMD)</b>	Assessment	Varies	Assessment	N/A	0%	Need Voter Approval - Confirmed by annual Public Hearing
	31	<b>Damage To City Property Repair</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	32	<b>Street Sweeping: (Monthly Fees)</b>						
		Residential	1.30	2.03	1.30	64%	0%	
		Commercial, Cemeteries, and Public Facilities	2.37	3.71	2.37	64%	0%	For 1st unit, plus \$1.42 for each add'l unit
		Multiple Dwellings	1.30	2.03	1.30	64%	0%	For 1st unit, plus \$0.84 for each add'l unit
		Trailer Park	1.30	2.03	1.30	64%	0%	For 1st space, plus \$0.84 for each add'l space
		Industrial	1.75	2.75	1.75	64%	0%	For 1st unit, plus \$1.16 for each add'l unit
		Lifeline	1.17	2.09	1.17	56%	0%	
	33	<b>Building Departmental Review Process</b>	291.00	313.35	311.00	99%	7%	The fee includes 0.5 hr for utility research, 2 hr for plan check, 0.5 hr for site visit & 0.5 hr for letter to Bldg. Dept.
	34	<b>Encroachment License - Ground Monitoring Well</b>	0.00	2,774.51	0.00	0%	0%	Fee includes two inspections per month
	35	<b>Encroachment License</b>	0.00	877.34	0.00	0%	0%	
	36	<b>Engineering - Technology Cost Recovery Fee</b>	7.00	Varies	7.00	100%	0%	

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>PUBLIC WORKS DEPT - UTILITY &amp; ENTERPRISE SERVICES</b>								
	37	<b>Water Service</b> <a href="#">(For the Monthly Stand by Charge and Consumption Charge, please refer to Ordinance No. 2018-01)</a>						
	38	<b>Fire Hydrant Rental Charges</b>	5.00	5.92	5.00	84%	0%	
	39	<b>Hydrant System Flow Testing:</b>						Administrtrive Correction: Fee moved to Public Works department as they conduct this testing. Previously under Fire department.
		<b>Checking consultant's test</b>	Actual Cost	Varies	Actual Cost	100%	0%	Fee paid by group/agency requesting the test. Fully burdened hourly rate, plus materials.
		<b>Witness of contractor's test</b>	Actual Cost	105.70	Actual Cost	100%	0%	Fee paid by group/agency requesting the test. Fully burdened hourly rate, plus materials.
		<b>Conduct flow test</b>	Actual Cost	232.03	Actual Cost	100%	0%	Fee paid by group/agency requesting the test. Fully burdened hourly rate, plus materials.
	40	<b>Private Fire Protection (non-metered) Service (per diam inch)</b>	15.00	17.76	16.00	90%	7%	
	41	<b>New Water Service Installation:</b>						
		Materials and Labor	Actual Cost	Varies	Actual Cost	100%	0%	Fully burdened hourly rate, plus materials
	42	<b>Water Delinquent Turn Off &amp; Service Reconnection:</b>						
		During Normal Business Hours	45.00	87.66	45.00	51%	0%	
		After Business Hours	150.00	Varies	150.00	100%	0%	2 hour minimum staff time charge.
		Damages-Tampering with City Property	Actual Cost + \$150	Varies	Actual Cost + \$150	100%	0%	Actual Cost, plus <u>\$150</u> penalty
	43	<b>New Account Activation Fee</b>	25.00	57.86	25.00	43%	0%	
	44	<b>Temp. Meter Rental Service/Water used thru Fire Hydrant</b>						
		Deposit	750.00	N/A	750.00	N/A	0%	
		Monthly Charge	84.35	100.54	84.35	84%	0%	
		Usage Charge (per 100 cubic ft.)	2.44	2.66	2.44	92%	0%	
	45	<b>Backflow Utilty Fees</b>	5.00	N/A	5.00	N/A	0%	Fee for utility customers with backflow devices requiring inspection.

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>PUBLIC WORKS DEPT - UTILITY &amp; ENTERPRISE SERVICES</b>								
	46	<b>Sewer Service Monthly Fees: (Located within City Limits)</b>						
		Residential	9.66	9.66	9.66	100%	0%	
		Multiple Dwellings	9.66	9.66	9.66	100%	0%	
		Multiple Dwelling Units - Add'l Monthly Charge (per unit)	5.42	5.42	5.42	100%	0%	Fee for each additional Multi-Family Dwelling Unit
		Trailer Park	9.66	9.66	9.66	100%	0%	
		Trailer Park - Add'l Monthly Charge (per unit)	5.42	5.42	5.42	100%	0%	Fee for each additional Trailer Park Dwelling Unit
		Lifeline	3.62	3.62	3.62	100%	0%	
		Cemetery/Horticultural Facilities	9.66	9.66	9.66	100%	0%	
		Governmental/Public Facilities	156.10	156.10	156.10	100%	0%	
		Motels, Hotels, Comm'l, Ind'l, Churches, Church Schools	21.03	21.03	21.03	100%	0%	Fee for first 1,000 cubic ft.
		Motels, Hotels, Comm'l, Ind'l, Churches, Church Schools (without water service)	21.03	21.03	21.03	100%	0%	Fee for first 1,000 cubic ft.
		Sewer Over 1,000 cubic feet - Commercial, Industrial	0.23	0.23	0.23	100%	0%	Fee for each additional 100 cubic ft. that is over the first 1,000 cubic ft
		<i>* Sewer Rates are effective 1/1/2021. The Annual Sewer Rate Adjustment is authorized by Ord. 2015-10 (increases based on ENR March 2018 CCI Index: +2.7%, pursuant to Ordinance).</i>						
	47	<b>Waste Impact Fee (AB939 Fee)</b>						
		Residential (Single Family & Multi-Family)	3.18	4.88	3.28	67%	3%	AB 939 Fee; Annual CPI increase approved via Resolution 2008-67 (based on US City Average Urban Wage Earners CPI Index for Los Angeles-Long Beach-Anaheim)
		Lifeline	0.45	5.03	0.45	9%	0%	
		Construction and Demolition Plan Review Fee	65.00	Varies	69.00	100%	6%	Fully burdened hourly rate
		Electrical/Plumbing/Mechanical Review (per permit)	13.00	15.96	13.00	81%	0%	\$13 + job valuation divided by 1000, times 45%    Calculated as Job valuation divided by 1,000, times 45%, plus \$13, (up to a maximum of \$500).
	48	<b>Commercial/Industrial Solid Waste Collection Program:</b>						
		Diversion of 50% or more (charged per ton)	10.00	20.36	10.00	49%	0%	Per Ordinance
		Diversion of less than 50% (charged per ton)	15.00	20.36	15.00	74%	0%	Per Ordinance
	49	<b>Environmental Cleanup Fee *</b>	Actual Cost	N/A	Actual Cost	100%	0%	Actual cost calculated per project

**CITY OF MONROVIA**  
**SCHEDULE OF FEES & CHARGES - FISCAL YEAR 2023-2024**

Department	#	Service Description	2022-23 Fees	2023-24 Cost	2023-24 Proposed Fees	Cost Recovery %	% Change	Comments
<b>COMMUNITY SERVICES - LIBRARY</b>								
	1	<b>Overdue Library Book/Periodicals/Materials:</b>						
		Overdue Fee	0.16	3.87	0.16	4%	2%	Per day, with a maximum of \$5.00
		Collection Agency Fee	10.00	12.89	10.00	78%	0%	
	2	<b>Replacement of Lost/Damaged Library Items</b>	Actual Cost	Varies	Actual Cost	100%	0%	
	3	<b>Library Devices:</b>						
		Overdue fee	5.00	5.96	5.00	84%	0%	Daily fee, with a maximum of \$25.00
		Replacement of lost/damaged items	Actual Cost	Varies	Actual Cost	100%	0%	
	4	<b>Damaged Book Cover:</b>						
		Plastic Cover	5.00	6.45	5.00	78%	0%	
	5	<b>Replacement of Lost/Damaged Audio/Video Item:</b>						
		Case for Audio, CD, DVD, and Video	5.00	6.45	5.00	78%	0%	
		Audio, CD, DVD and Video	Actual Cost	Varies	Actual Cost	100%	0%	
	6	<b>Replacement of Barcode</b>	1.00	6.45	1.00	16%	0%	
	7	<b>First Replacement of Lost Library Card</b>	0.00	6.45	0.00	0%	0%	First replacement of Library Card is waived
	8	<b>Second and Subsequent Replacement of Lost Library Card</b>	2.00	6.45	2.00	31%	0%	First replacement is waived; fee will be charged for every replacement thereafter.
	9	<b>Library Microfilm/Computer Printing:</b>						
		Computer Printing	0.25	0.29	0.25	86%	0%	Standard Computer Printing Fee for all Departments
	10	<b>Interlibrary Loan Service</b>	5.00	20.02	5.00	25%	0%	
	11	<b>DVDs:</b>						
		Overdue Fee (per day)	0.15	N/A	0.16	N/A	7%	
		Maximum Fine	5.00	N/A	5.00	N/A	0%	
		DVD on hold	0.00	N/A	0.00	N/A	0%	
	12	<b>Music CDs:</b>						
		Overdue Fee (per day)	0.16	N/A	0.16	N/A	2%	
		Maximum Fine	5.00	N/A	5.00	N/A	0%	
	13	<b>Library Computer Supplies Charge:</b>						
		Flash Drive	7.00	3.00	3.00	100%	-57%	
		Youth Headphones	4.00	4.77	4.00	84%	0%	
		Ear Buds	2.00	2.38	2.00	84%	0%	Purchasing at a discounted price
	14	<b>Library Book Basket</b>						Checkout book basket for ease with transporting library materials.
		Daily Overdue Fee for Library Book Baskets	1.00	10.14	1.00	10%	0%	Daily Overdue Fee when returned late after 3 week check out period.
		Replacement Fee for Library Book Baskets	25.00	27.77	26.00	94%	4%	Replacement cost for book baskets when not returned to Library.