



# CITY OF PALM DESERT

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## DEVELOPMENT SERVICES FEE STUDY

AUGUST 2025

**clear**source  
FINANCIAL CONSULTING

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## REPORTING

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August 2025

**CITY OF PALM DESERT**

Attention: Rosie Lua | Director of Development Services  
73510 Fred Waring Drive  
Palm Desert, California 92260

**USER AND REGULATORY FEE STUDY – DEVELOPMENT SERVICES**

Dear Ms. Lua:

ClearSource Financial Consulting submits the following report describing the findings of our preparation of a User and Regulatory Fee Study for the City of Palm Desert.

Please refer to the Executive Summary for the key findings of the analysis and estimated impacts to City funds. The balance of the report and its appendices provide the necessary documentation to support those outcomes.

Thank you for the opportunity to serve the City on this topic. We are happy to continue discussion on this study as the need arises or consult with you on additional topics.

Sincerely,

A handwritten signature in blue ink that appears to read "Terry Madsen".

**TERRY MADSEN, PRESIDENT | CLEARSOURCE FINANCIAL CONSULTING**

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## STUDY OVERVIEW

The City of Palm Desert provides many services to ensure safe, orderly, and aesthetically pleasing development and construction in Palm Desert. Broad categories of these services include, but are not limited to, project entitlement review, planning permitting, map review, and building plan review and construction permitting. User fees and regulatory fees are the mechanism by which the City may recoup a portion of, or all, the costs associated with these services.

The City of Palm Desert has completed a User and Regulatory Fee Study focused on the City's Development Services Fees. California cities regularly conduct these studies to justify fee amounts imposed and to optimize the overall portfolio of revenues available to the municipality to fund its services.

Industry practice and fiscal conditions in the state have led most cities to link cost recovery for services of individual action, cause, or benefit to that same individual through user fee revenue, relieving the agency's general revenues as much as possible for use toward services of broader community benefit.

## USER AND REGULATORY FEES

Cities derive annual revenue from a number of sources. These include, but are not limited to, property taxes, sales taxes, license fees, franchise fees, fines, rents, and user and regulatory fees. **User and regulatory fees are intended to cover all, or a portion of, the costs incurred by the City for providing fee-related services and activities that are not otherwise provided to those not paying the fee.**

California law provides guidance regarding the amounts the City may charge for fee-related services and activities. Specifically, in order to avoid being considered taxes, the **fees charged shall not exceed the estimated reasonable cost of providing the services**, activities, or materials for which fees are charged.

At its conclusion, this study proposes for City Council review and consideration at public hearing a new **Schedule of User Fees and Charges** for application in Fiscal Year 2025-2026 and continued update in subsequent years.

## COST RECOVERY POLICY AND PRACTICE

Recovering the costs of providing fee-related services directly influences the City's fiscal health and increases the City's ability to meet the service level expectations of fee payers.

The services for which the City imposes a user or regulatory fee typically derive from an individual person or entity's action, request, or behavior. Therefore, except in cases where there is an overwhelming public benefit generated by the City's involvement in the individual action, **a fee for service ensures that the individual bears most, if not all, of the cost incurred by the City to provide that service**. When a fee targets "100% or full cost recovery," the individual is bearing the entirety of the cost. When a fee targets less than full cost recovery, another City revenue source – in most cases, the General Fund – subsidizes the individualized activity.



Generally, **fees for service are targeted to full cost recovery, inclusive of operating, direct, indirect, and capital costs, except in cases where the City Council cites a public interest in lower fees**. The City may also be influenced by market conditions, comparing to municipalities of similar size and service profile.

## FINDINGS AND PROPOSED ACTION

During the course of study, information and analysis was generated and is discussed substantively throughout this report and its technical appendices. However, summarized in the following table by broad fee category and highlighted in the subsequent findings statements, are outcomes and proposals of particular interest to City leaders and policymakers.

### PRIMARY OUTCOMES

#### ▷ MULTI-YEAR PHASE-IN APPROACH

- Current fees recover less than the City's full cost of providing fee-related services.
- Since these fees are regulatory in nature, and typically correlated with high levels of direct benefit to the service recipient, communities frequently target full cost recovery for these development-related services.
- In order to allow the City to move toward full cost recovery, while being mindful of broad community goals and values and collaboration with the development community, staff recommends using a multi-year phase in approach to enhance cost recovery levels.
- The recommended fee phase-in would take place over a three-year timeframe. An example of timing of the proposed fee adjustments is as follows:
  - Year 1 Fee Adjustment – Fiscal Year 2025/26
  - Year 2 Fee Adjustment – Fiscal Year 2026/27
  - Year 3 Fee Adjustment – Fiscal Year 2027/28

#### ▷ BUILDING FEES

- Building plan review, permit processing and field inspection fees have been restructured to enhance the correlation between services provided and fees collected. The proposed fee methodology scales to allow for lower fees for less complex projects and higher fees for more complex projects.
- Establish fixed, consolidated fees for the City's most common minor permits. This will allow applicants to easily estimate permit fees and allow staff to efficiently administer the fee calculation and collection process.
- Full cost recovery is targeted from proposed fees.

#### ▷ PLANNING FEES

- Due to the nature of development within California, many projects take a significant amount of resources over a multi-month and potentially multi-year timeframe, depending on project



complexity and magnitude.

- Full cost recovery is targeted from most proposed fees due to the regulatory nature of the fees and the high level of direct benefit resulting from construction activities including enjoyment of property enhancements, increased property values, and the desire to avoid having other Palm Desert residents and businesses subsidize an individual's private construction activities.
- The City may adjust fees and enhance cost recovery, without positioning itself as a regional outlier.

### ▷ ENGINEERING FEES

- Engineering and encroachment permit fees are collected to recover the costs associated with improvement plan review, permitting, and construction inspection along with review and inspection of work conducted within the City right-of-way.
- Full cost recovery is targeted from proposed fees.

### FEE COMPARISON

In order to provide the City Council with additional information as it considers potential adjustments to fees, current and proposed fees were compared to amounts collected by other agencies within the region.

The City of Palm Desert, consistent with other communities throughout the State, has an existing fee schedule that contemplates many potential unique requests for service. Consequently, an exhaustive comparison of the potential fee scenarios is unrealistic. Instead, comparison information for several targeted fee categories are provided in order to provide City Council with a reasonable sense of changes expected.

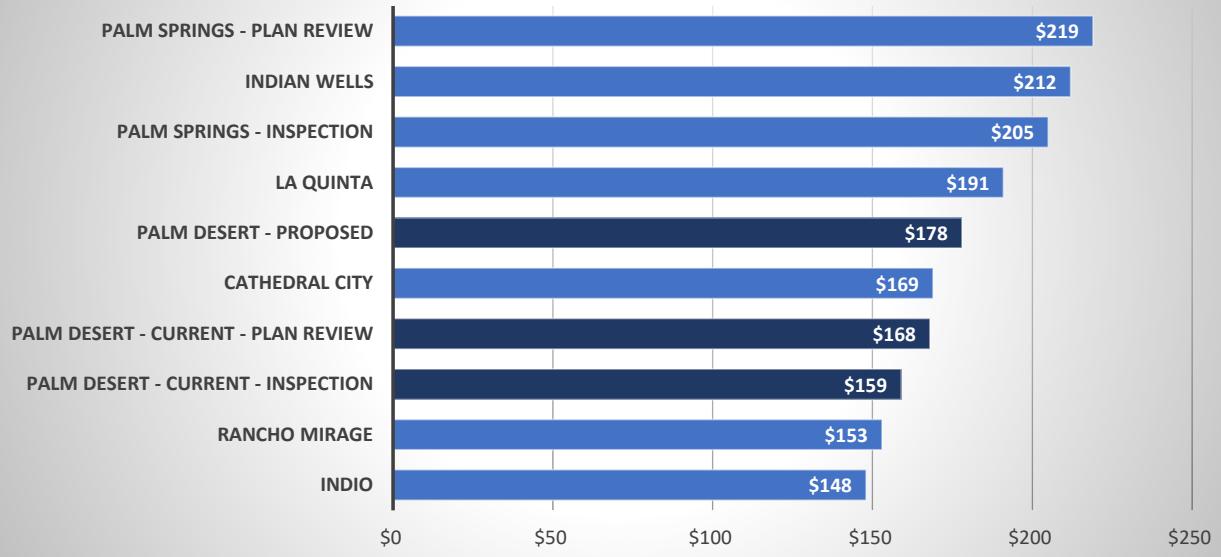
For Palm Desert, outcomes will show that new fees may range from low, mid, to upper end of regional fee spectrum depending on the service provided. This is common among municipalities due to differing levels of service and review included among various fee categories. Although comparison outcomes will differ from fee to fee, some general conclusions can be drawn.

- ▶ Fees may be adjusted without positioning Palm Desert as a regional outlier.
- ▶ Currently, Palm Desert is at the lower end of the regional fee spectrum for various planning fee scenarios contemplated.

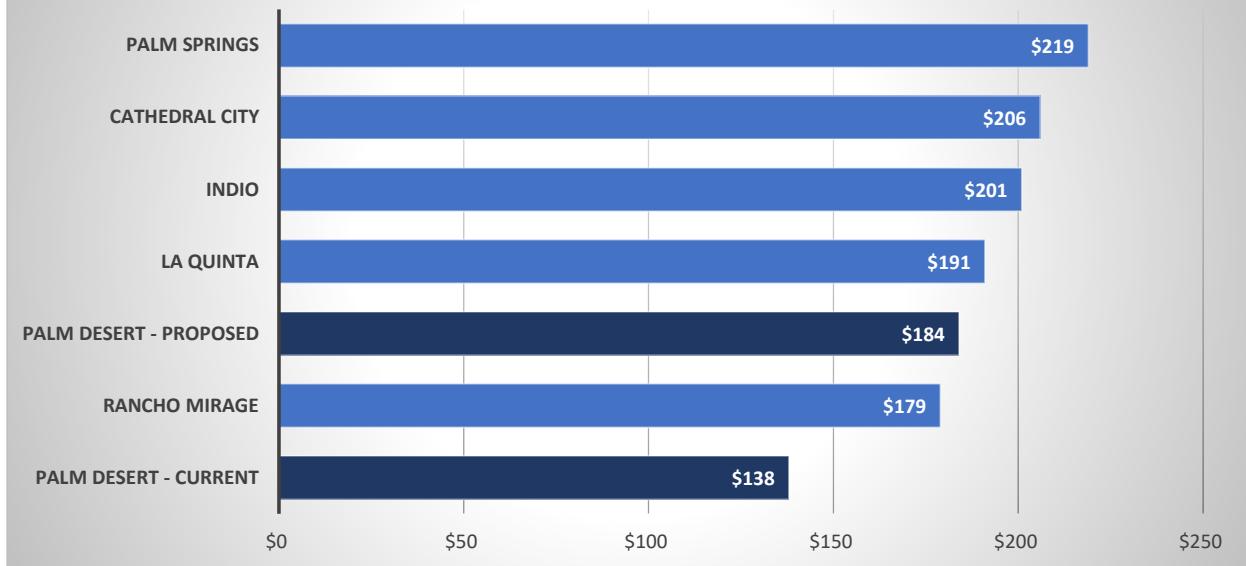
Comparison information for other regional agencies is based on information contained in **2024 Residential Development Fee Study prepared by Desert Valleys Builders Association (DVBA)**.



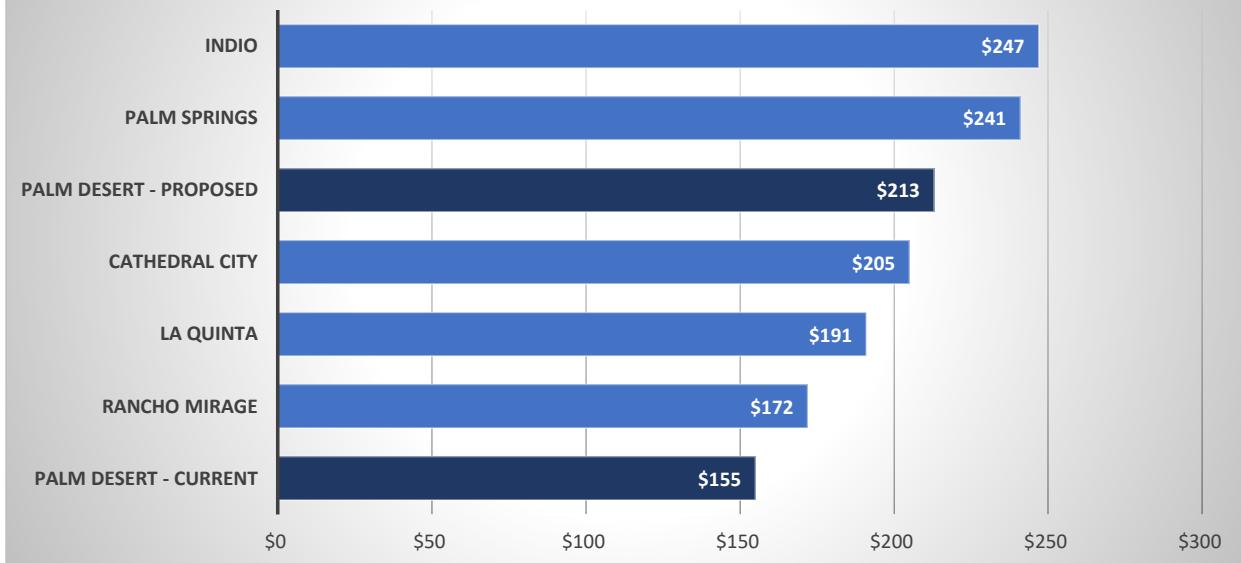
## Building Hourly Rate



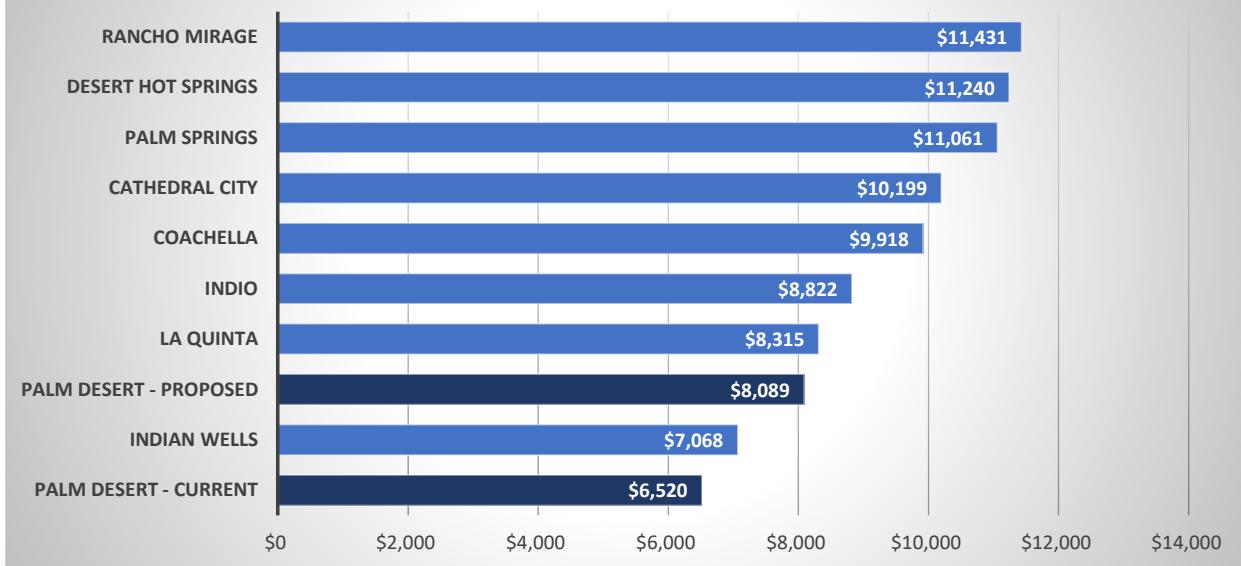
## Planning Hourly Rate



## Engineering Hourly Rate



## Development Services Fees - 60 Unit Tract Home Dev



Note, amounts shown are based on consultant interpretation of other agency fee schedules. Amounts shown are intended for illustrative purposes rather than representing an exact calculation.



## FISCAL IMPACT

The anticipated fiscal impact of the proposed changes is \$971,000 over the three-year phase-in period. The purpose of the adjustments to the City's fee schedule is to correlate fees to services provided.

Description	Cost of Service	Fee Cost Recovery	General Fund Subsidy	Incremental Change	Overall Cost Recovery
Current	\$4,500,000	\$2,735,000	\$1,765,000		61%
Year 1	\$4,500,000	\$3,059,000	\$1,441,000	\$324,000	68%
Year 2	\$4,500,000	\$3,383,000	\$1,117,000	\$324,000	75%
Year 3	\$4,500,000	\$3,706,000	\$794,000	\$323,000	82%
Total				\$971,000	

Please continue to the following technical report and appendices for further discussion of this User and Regulatory Fee Study. Information provided in the appendices includes:

- **Appendix 1:** Detailed cost of service information for the services examined in this study, including:
  - Divisional cost of service and cost recovery information
  - Calculation of fully-burdened hourly rates
  - Service time estimates
  - Cost of service calculations and current cost recovery information for the various fee-related services provided by the divisions
  - Proposed fee and proposed cost recovery information for the various fee-related services provided by the divisions.
- **Appendix 2:** Listing of fees proposed for adoption by the City Council formatted to aid applicants and City staff in understanding applicable fees and how fees are calculated.
- **Appendix 3:** Summary illustration of current fee, current cost recovery level, proposed fee, and proposed cost recovery level for the various fee-related services provided by the divisions. The information in this appendix is simply a consolidated view of information presented in Appendix 1.



## SCOPE OF STUDY

The City of Palm Desert has completed a **User and Regulatory Fee Study for Development Services Fees**, which represents an external review of prevailing practices and development of a new **Schedule of Development Services Fees and Charges**. ClearSource Financial Consulting has prepared this analysis using City organizational information and will be available to answer questions as the City proceeds in implementing findings as it chooses.

Key tasks expected by the City from this study included the following:

- ▶ Review eligible fee-related services Citywide to establish the reasonable relationship between current fees for service and the underlying costs of service.
- ▶ Calculate the full cost of service, including estimated Citywide overhead costs.
- ▶ Recommend fees to be charged for each service.
- ▶ Recommend cost recovery strategies and best practices in setting fees, while considering the complexities and demands of responsible programs or departments.
- ▶ Identify underlying billable rates for cost recovery opportunities and as the basis for user fees.

## DIRECT SERVICES UNDER REVIEW

### FEE CATEGORIES

- ▶ Building – Services include, but are not limited to, Building plan review, permitting, and inspection for construction and sub-trades.
- ▶ Planning – Services include, but are not limited to, entitlement review, and review for project compliance with the City's Zoning Code.
- ▶ Engineering – Services include, but are not limited to, Including and development plan review and inspection, and encroachment permitting.

## REASON FOR STUDY

Cities derive annual revenue from a number of sources. These include, but are not limited to, property taxes, sales taxes, franchise fees, fines, rents, and user and regulatory fees. User and regulatory fees are intended to cover all, or a portion of, the costs incurred by a City for providing fee-related services and activities that are not otherwise provided to those not paying the fee.

California cities regularly conduct fee studies to justify fee amounts imposed and to optimize the overall body of revenues available to the municipality to fund its services. Widespread industry practice and fiscal conditions in the state have led most cities to link cost recovery for services of individual action, cause, or benefit to that individual through user fee revenue, relieving the agency's general revenues for services of broader community benefit.



## PREVAILING GUIDANCE

The objectives of this study, the methodology used to complete the study, and the formulation of outcomes and recommendations for future consideration were significantly influenced by Article 13C of the California Constitution and Section 66014 of the California Government Code.

Article 13C states that the local government bears the burden of proving by a preponderance of the evidence that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payer bear a fair or reasonable relationship to the payer's burdens on, or benefits received from, the governmental activity. Additionally, Article 13C identifies the following as items that are not defined as taxes:

- ▶ A charge imposed for a specific benefit conferred or privilege granted directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege.
- ▶ A charge imposed for a specific government service or product provided directly to the payer that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.
- ▶ A charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof.
- ▶ A charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property.
- ▶ A fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law.
- ▶ A charge imposed as a condition of property development.
- ▶ Assessments and property-related fees imposed in accordance with the provisions of Article XIII D.

Section 66014(a) of the California Government Code includes the following, "Notwithstanding any other provision of law, when a local agency charges fees for zoning variances; zoning changes; use permits; building inspections; building permits; ...the processing of maps under the provisions of the Subdivision Map Act...; or planning services...; those fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged, unless a question regarding the amount of the fee charged in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue.

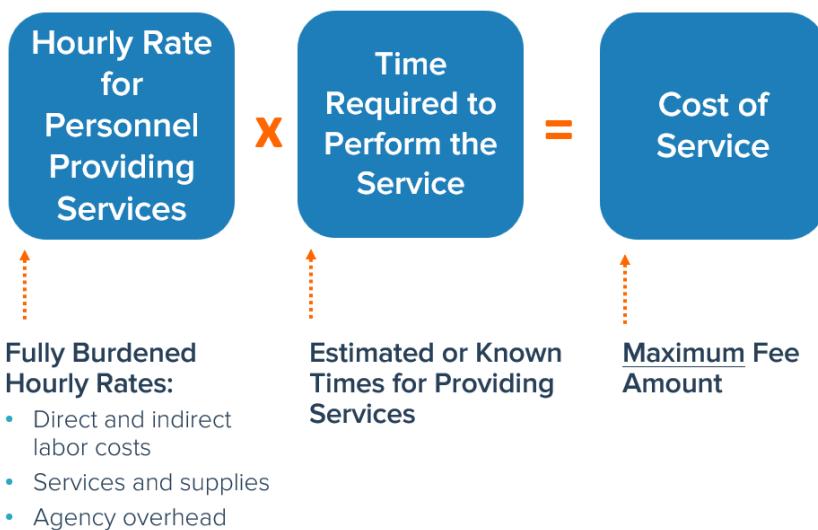
The outcomes and recommendations of the study are intended to comply with applicable federal, state, and local laws including providing confirmation that the proposed fees ("charges") recommended as a result of this study are not taxes as defined in Article 13C of the California Constitution and that the proposed fees are no more than necessary to cover the reasonable costs of the City's activities and services addressed in the fees. Additionally, this report is intended to show that the manner in which the costs are allocated to a payer bear a fair and reasonable relationship to the payer's burdens on, or benefits received from the activities and services provided by the City.



## METHODOLOGY AND DATA SOURCES

This study calculated the estimated reasonable cost of providing various fee-related services across the City organization. Generally, the estimated reasonable cost of providing the fee-related services and activities examined in this study can be calculated as the product of the composite fully-burdened hourly labor rate of the division responsible for providing services and the estimated labor time required to process a typical request for service. This calculation is illustrated in **Exhibit 1**.

### EXHIBIT 1 | COST OF SERVICE CALCULATION



The composite fully-burdened hourly rates calculated in this study are based on the estimated annual hours spent providing fee related services, and estimated labor, services and supplies, and Citywide overhead expenditures, sourced as follows:

- ▶ Labor expenditures for in-house personnel were based on budgeted salary and benefits expenditures.
- ▶ Contract service personnel and other services and supplies related costs were based on adopted budgets and anticipated costs.
- ▶ Citywide overhead cost allocations were developed to assign a reasonable share of central service support to the City's direct service units.

The service time estimates were developed as follows:

- ▶ Multiple interviews with City staff directly responsible for the various permit issuance, plan review, and inspection activities to understand the typical level of effort associated with various services provided.
- ▶ Application of interview results and time estimates to various prototypical projects likely to occur within Palm Desert to determine reasonableness of estimates as compared to historical precedent.

Once cost of service levels are identified, the City may use this information to inform targeted cost recovery from fees. Fees set at the cost of service target full cost recovery. Fees set at any amount less than the cost of service target less than full cost recovery.



An illustration of the methods used in this analysis is shown in **Exhibit 2**.

**EXHIBIT 2 | STEPS IN ANALYZING COSTS OF SERVICE AND USER FEES**



Additional information may be found in the appendices of this report. Information provided in the appendices includes:

- **Appendix 1:** Detailed cost of service information for the services examined in this study, including:
  - Divisional cost of service and cost recovery information
  - Calculation of fully-burdened hourly rates
  - Service time estimates
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## CONSIDERATIONS FOR IMPLEMENTATION

If the City decides to adopt or otherwise utilize outcomes generated through this study, it should:

- ▶ **Update Systems for Fee Outcomes** - Ensure that City staff begin using updated fees and associated outcomes once the updated schedule of fees becomes effective. Values should be included in all official fee schedules used throughout the City (e.g., departmental pamphlets, counter schedules, and online information). Additionally, ensure collections processes are updated, which may include coding in billing systems and training for personnel who handle fees directly with the public.
- ▶ **Actively Monitor the Use of Fees** - In order to recover accurate and eligible amounts expected, the City should be diligent about tracking time to projects for time and materials billings and ensuring fees are applied in the correct amount and using the correct and intended basis for fixed fee billings.
- ▶ **Monitor Feedback and Permit Statistics** - Monitor permit and application volume and applicant feedback to determine if fee modifications are resulting in any unanticipated changes in project frequency and to increase the level of detail available for revenue forecasting.
- ▶ **Annually Review and Adjust Fee Values** - In order to generally maintain pace with regional cost inflation and/or the City's salary cost inflation, the City should adjust its fees on an annual basis. A commonly used, reasonable inflation index is the annual change in the all-urban Consumer Price Index (CPI) representative of the region.
- ▶ **Periodically Perform Comprehensive Analysis** - A comprehensive fee study should be conducted periodically (e.g., every three to five years) to ensure fee levels remain at or below legal limits and are consistent with evolving service practices and local conditions.





## **APPENDIX I**

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### **COST OF SERVICE ANALYSIS**



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**User and Regulatory Fees**

***Fee-Related Cost of Service Analysis***

# **City of Palm Desert**

## **Cost of Service Analysis**

<b>Description</b>	<b>Page</b>
Development Services Administration	3
Building & Safety	8
Code Compliance	40
Planning	50
Engineering and Encroachments	67
General Plan Maintenance	87
Technology Enhancement	89
Citywide Overhead	91



**User and Regulatory Fees**

*Cost of Service Calculations*

*Development Services Department Administration*

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Labor - Community Development / Planning / Engineering

**Budget Unit**

Description	Description	FTE	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Comm Dev / Planning / Engineering	Director of Development Services	1.00	35%	40%	10%	15%		100%	[a];[b]
Comm Dev / Planning / Engineering	Deputy Director of Development Services	1.00	25%	25%	25%	5%	20%	100%	[a];[b]
Comm Dev / Planning / Engineering	Administrative Assistant	1.00	20%	20%	20%	20%	20%	100%	[a];[b]
Comm Dev / Planning / Engineering	Principal Planner	1.00		100%				100%	[a];[b]
Comm Dev / Planning / Engineering	Senior Planner	1.00		100%				100%	[a];[b]
Comm Dev / Planning / Engineering	Associate Planner	1.00		100%				100%	[a];[b]
Comm Dev / Planning / Engineering	Assistant Planner	1.00		100%				100%	[a];[b]
Comm Dev / Planning / Engineering	Land Development Technician	1.00			100%			100%	[a];[b]
Comm Dev / Planning / Engineering	Management Specialist I/II	1.00	20%	20%	20%	20%	20%	100%	[a];[b]
<b>Total</b>		<b>9.00</b>	<b>11%</b>	<b>56%</b>	<b>19%</b>	<b>7%</b>	<b>7%</b>	<b>100%</b>	

Description	Description	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Comm Dev / Planning / Engineering	Director of Development Services	0.35	0.40	0.10	0.15	0.00	1.00	
Comm Dev / Planning / Engineering	Deputy Director of Development Services	0.25	0.25	0.25	0.05	0.20	1.00	
Comm Dev / Planning / Engineering	Administrative Assistant	0.20	0.20	0.20	0.20	0.20	1.00	
Comm Dev / Planning / Engineering	Principal Planner	0.00	1.00	0.00	0.00	0.00	1.00	
Comm Dev / Planning / Engineering	Senior Planner	0.00	1.00	0.00	0.00	0.00	1.00	
Comm Dev / Planning / Engineering	Associate Planner	0.00	1.00	0.00	0.00	0.00	1.00	
Comm Dev / Planning / Engineering	Assistant Planner	0.00	1.00	0.00	0.00	0.00	1.00	
Comm Dev / Planning / Engineering	Land Development Technician	0.00	0.00	1.00	0.00	0.00	1.00	
Comm Dev / Planning / Engineering	Management Specialist I/II	0.20	0.20	0.20	0.20	0.20	1.00	
<b>Total</b>		<b>1.00</b>	<b>5.05</b>	<b>1.75</b>	<b>0.60</b>	<b>0.60</b>	<b>9.00</b>	

Description	Description	Salary Schedule	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Comm Dev / Planning / Engineering	Director of Development Services	\$209,557	\$73,345	\$83,823	\$20,956	\$31,434	\$0	\$209,557	[c]
Comm Dev / Planning / Engineering	Deputy Director of Development Services	\$176,293	\$44,073	\$44,073	\$44,073	\$8,815	\$35,259	\$176,293	[c]
Comm Dev / Planning / Engineering	Administrative Assistant	\$59,482	\$11,896	\$11,896	\$11,896	\$11,896	\$11,896	\$59,482	[c];[d]
Comm Dev / Planning / Engineering	Principal Planner	\$118,756	\$0	\$118,756	\$0	\$0	\$0	\$118,756	[c]
Comm Dev / Planning / Engineering	Senior Planner	\$110,580	\$0	\$110,580	\$0	\$0	\$0	\$110,580	[c];[e]
Comm Dev / Planning / Engineering	Associate Planner	\$102,403	\$0	\$102,403	\$0	\$0	\$0	\$102,403	[c]
Comm Dev / Planning / Engineering	Assistant Planner	\$92,772	\$0	\$92,772	\$0	\$0	\$0	\$92,772	[c]
Comm Dev / Planning / Engineering	Land Development Technician	\$97,468	\$0	\$0	\$97,468	\$0	\$0	\$97,468	[c]
Comm Dev / Planning / Engineering	Management Specialist I/II	\$84,047	\$16,809	\$16,809	\$16,809	\$16,809	\$16,809	\$84,047	[c]
<b>Total</b>		<b>\$1,051,358</b>	<b>\$146,124</b>	<b>\$581,112</b>	<b>\$191,203</b>	<b>\$68,954</b>	<b>\$63,964</b>	<b>\$1,051,358</b>	
<b>Percent</b>			<b>14%</b>	<b>55%</b>	<b>18%</b>	<b>7%</b>	<b>6%</b>	<b>100%</b>	

[a] FTE count based on adopted budget.

[b] FTE allocation based on interviews with department staff.

[c] Source: City adopted salary schedule.

[d] Administrative Assistant rate assumed to match Office Specialist II rate.

[e] Senior Planner rate assumed to be average of Principal Planner and Associate Planner rates.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Expenses - Community Development / Planning / Engineering

**Allocation of In-House Labor**

Description	Building	Planning	Land Dev Eng'rg & Encroach	Code Compliance	STVR / Cannabis / Other	Total	Notes
Allocation of In-House Labor	14%	55%	18%	7%	6%	100%	[a]

**Recurring Expenditures**

Description	Total	Adjustments	Total	Building	Planning	Eng'rg and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Salaries-Full Time	\$ 1,130,335	\$ -	\$ 1,130,335	\$ 157,101	\$ 624,765	\$ 205,566	\$ 74,134	\$ 68,769	\$ 1,130,335	[b]
Salaries-Overtime	\$ 5,000	\$ -	\$ 5,000	\$ 695	\$ 2,764	\$ 909	\$ 328	\$ 304	\$ 5,000	[b]
Retirement Contribution	\$ 149,445	\$ -	\$ 149,445	\$ 20,771	\$ 82,602	\$ 27,178	\$ 9,801	\$ 9,092	\$ 149,445	[b]
Medicare Contrib-Employer	\$ 16,390	\$ -	\$ 16,390	\$ 2,278	\$ 9,059	\$ 2,981	\$ 1,075	\$ 997	\$ 16,390	[b]
Retiree Health	\$ 16,632	\$ -	\$ 16,632	\$ 2,312	\$ 9,193	\$ 3,025	\$ 1,091	\$ 1,012	\$ 16,632	[b]
Ins Prem - Long Term Disab.	\$ 5,589	\$ -	\$ 5,589	\$ 777	\$ 3,089	\$ 1,016	\$ 367	\$ 340	\$ 5,589	[b]
Ins Prem - Health	\$ 183,300	\$ -	\$ 183,300	\$ 25,476	\$ 101,315	\$ 33,335	\$ 12,022	\$ 11,152	\$ 183,300	[b]
Ins Prem - Dental/Vision	\$ 17,330	\$ -	\$ 17,330	\$ 2,409	\$ 9,579	\$ 3,152	\$ 1,137	\$ 1,054	\$ 17,330	[b]
Ins Prem - Life	\$ 1,907	\$ -	\$ 1,907	\$ 265	\$ 1,054	\$ 347	\$ 125	\$ 116	\$ 1,907	[b]
Workers' Compensation	\$ 40,000	\$ -	\$ 40,000	\$ 5,559	\$ 22,109	\$ 7,275	\$ 2,623	\$ 2,434	\$ 40,000	[b]
Office Supplies	\$ 3,000	\$ -	\$ 3,000	\$ 417	\$ 1,658	\$ 546	\$ 197	\$ 183	\$ 3,000	[b]
Small Tools/Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
Prof-Temporary Part-Time	\$ 10,000	\$ -	\$ 10,000	\$ 1,390	\$ 5,527	\$ 1,819	\$ 656	\$ 608	\$ 10,000	[b]
Prof-Planners	\$ 395,000	\$ -	\$ 395,000	\$ 395,000					\$ 395,000	[b]
Prof-Architectural/Eng	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ 600,000				\$ 600,000	[b]
Community Recognition	\$ 1,000	\$ (1,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b];[c]
Prof-Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
Mileage Reimbursement	\$ 2,500	\$ -	\$ 2,500	\$ 347	\$ 1,382	\$ 455	\$ 164	\$ 152	\$ 2,500	[b]
Conf - Seminars - Workshops	\$ 32,150	\$ -	\$ 32,150	\$ 4,468	\$ 17,770	\$ 5,847	\$ 2,109	\$ 1,956	\$ 32,150	[b]
Local Meetings	\$ 7,500	\$ -	\$ 7,500	\$ 1,042	\$ 4,145	\$ 1,364	\$ 492	\$ 456	\$ 7,500	[b]
R/M-Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
Printing / Duplication	\$ 8,000	\$ -	\$ 8,000	\$ 1,112	\$ 4,422	\$ 1,455	\$ 525	\$ 487	\$ 8,000	[b]
Subscriptions / Publication	\$ 1,000	\$ -	\$ 1,000	\$ 139	\$ 553	\$ 182	\$ 66	\$ 61	\$ 1,000	[b]
Dues	\$ 6,000	\$ -	\$ 6,000	\$ 834	\$ 3,316	\$ 1,091	\$ 394	\$ 365	\$ 6,000	[b]
Filing Fees	\$ 1,000	\$ -	\$ 1,000	\$ 139	\$ 553	\$ 182	\$ 66	\$ 61	\$ 1,000	[b]
Telephones	\$ 25,000	\$ -	\$ 25,000	\$ 3,475	\$ 13,818	\$ 4,547	\$ 1,640	\$ 1,521	\$ 25,000	[b]
Postage & Freight	\$ 10,000	\$ -	\$ 10,000	\$ 1,390	\$ 5,527	\$ 1,819	\$ 656	\$ 608	\$ 10,000	[b]
Cap-Office Equipment	\$ 25,000	\$ -	\$ 25,000	\$ 3,475	\$ 13,818	\$ 4,547	\$ 1,640	\$ 1,521	\$ 25,000	[b]
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
<b>Subtotal</b>	<b>\$ 2,693,078</b>	<b>\$ (1,000)</b>	<b>\$ 2,692,078</b>	<b>\$ 235,870</b>	<b>\$ 1,333,019</b>	<b>\$ 908,635</b>	<b>\$ 111,304</b>	<b>\$ 103,250</b>	<b>\$ 2,692,078</b>	
	9%	50%	34%		4%	4%		4%	100%	

[a] See separate worksheet labeled "Allocation of Divisional Labor - Community Development / Planning / Engineering".

[b] Source: Adopted budget.

[c] Adjustment to exclude non-fee related expenses.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Labor - Permit Center

**Budget Unit**

Description	Description	FTE	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Permit Center	Management Specialist I/II	1.00	65%	10%	10%	5%	10%	100%	[a];[b]
Permit Center	Permit Specialist I/II	1.00	65%	10%	10%	5%	10%	100%	[a];[b]
Permit Center	Permit Specialist I/II	1.00	65%	10%	10%	5%	10%	100%	[a];[b]
Permit Center	Permit Specialist I/II	1.00	65%	10%	10%	5%	10%	100%	[a];[b]
Permit Center	Permit Specialist I/II	1.00	65%	10%	10%	5%	10%	100%	[a];[b]
<b>Total</b>		<b>5.00</b>	<b>65%</b>	<b>10%</b>	<b>10%</b>	<b>5%</b>	<b>10%</b>	<b>100%</b>	

Description	Description		Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Permit Center	Management Specialist I/II		0.65	0.10	0.10	0.05	0.10	1.00	
Permit Center	Permit Specialist I/II		0.65	0.10	0.10	0.05	0.10	1.00	
Permit Center	Permit Specialist I/II		0.65	0.10	0.10	0.05	0.10	1.00	
Permit Center	Permit Specialist I/II		0.65	0.10	0.10	0.05	0.10	1.00	
Permit Center	Permit Specialist I/II		0.65	0.10	0.10	0.05	0.10	1.00	
<b>Total</b>			<b>3.25</b>	<b>0.50</b>	<b>0.50</b>	<b>0.25</b>	<b>0.50</b>	<b>5.00</b>	

Description	Description	Salary Schedule	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Permit Center	Management Specialist I/II	\$84,047	\$54,631	\$8,405	\$8,405	\$4,202	\$8,405	\$84,047	[c]
Permit Center	Permit Specialist I/II	\$84,047	\$54,631	\$8,405	\$8,405	\$4,202	\$8,405	\$84,047	[c]
Permit Center	Permit Specialist I/II	\$84,047	\$54,631	\$8,405	\$8,405	\$4,202	\$8,405	\$84,047	[c]
Permit Center	Permit Specialist I/II	\$84,047	\$54,631	\$8,405	\$8,405	\$4,202	\$8,405	\$84,047	[c]
Permit Center	Permit Specialist I/II	\$84,047	\$54,631	\$8,405	\$8,405	\$4,202	\$8,405	\$84,047	[c]
<b>Total</b>		<b>\$420,235</b>	<b>\$273,153</b>	<b>\$42,024</b>	<b>\$42,024</b>	<b>\$21,012</b>	<b>\$42,024</b>	<b>\$420,235</b>	
<b>Percent</b>			<b>65%</b>	<b>10%</b>	<b>10%</b>	<b>5%</b>	<b>10%</b>	<b>100%</b>	

[a] FTE count based on adopted budget.

[b] FTE allocation based on interviews with department staff.

[c] Source: City adopted salary schedule.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Expenses - Permit Center

**Allocation of In-House Labor**

Description	Building	Planning	Land Dev Eng'rg & Encroach	Code Compliance	STVR / Cannabis / Other	Total	Notes
Allocation of In-House Labor	65%	10%	10%	5%	10%	100%	[a]

**Recurring Expenditures [a]**

Description	Total	Adjustments	Total
Salaries-Full Time	\$ 385,302	\$ -	\$ 385,302
Salaries-Overtime	\$ 500	\$ -	\$ 500
Retirement Contribution	\$ 50,980	\$ -	\$ 50,980
Medicare Contrib-Employer	\$ 5,587	\$ -	\$ 5,587
Retiree Health	\$ 7,943	\$ -	\$ 7,943
Ins Prem - Long Term Disab.	\$ 1,905	\$ -	\$ 1,905
Ins Prem - Health	\$ 89,605	\$ -	\$ 89,605
Ins Prem - Dental/Vision	\$ 8,913	\$ -	\$ 8,913
Ins Prem - Life	\$ 654	\$ -	\$ 654
Workers' Compensation	\$ -	\$ -	\$ -
Office Supplies	\$ 3,000	\$ -	\$ 3,000
Uniforms	\$ 500	\$ -	\$ 500
Prof-Other	\$ 22,000	\$ -	\$ 22,000
Mileage Reimbursement	\$ 800	\$ -	\$ 800
Conf - Seminars - Workshops	\$ 9,400	\$ -	\$ 9,400
Local Meetings	\$ -	\$ -	\$ -
Dues	\$ 850	\$ -	\$ 850
Telephones	\$ 1,500	\$ -	\$ 1,500
Postage & Freight	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 589,439</b>	<b>\$ -</b>	<b>\$ 589,439</b>

Description	Building	Planning	Land Dev Eng'rg & Encroach	Code Compliance	STVR / Cannabis / Other	Total	Notes
	\$ 250,446	\$ 38,530	\$ 38,530	\$ 19,265	\$ 38,530	\$ 385,302	[b]
	\$ 325	\$ 50	\$ 50	\$ 25	\$ 50	\$ 500	[b]
	\$ 33,137	\$ 5,098	\$ 5,098	\$ 2,549	\$ 5,098	\$ 50,980	[b]
	\$ 3,632	\$ 559	\$ 559	\$ 279	\$ 559	\$ 5,587	[b]
	\$ 5,163	\$ 794	\$ 794	\$ 397	\$ 794	\$ 7,943	[b]
	\$ 1,238	\$ 191	\$ 191	\$ 95	\$ 191	\$ 1,905	[b]
	\$ 58,243	\$ 8,961	\$ 8,961	\$ 4,480	\$ 8,961	\$ 89,605	[b]
	\$ 5,793	\$ 891	\$ 891	\$ 446	\$ 891	\$ 8,913	[b]
	\$ 425	\$ 65	\$ 65	\$ 33	\$ 65	\$ 654	[b]
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
	\$ 1,950	\$ 300	\$ 300	\$ 150	\$ 300	\$ 3,000	[b]
	\$ 325	\$ 50	\$ 50	\$ 25	\$ 50	\$ 500	[b]
	\$ 14,300	\$ 2,200	\$ 2,200	\$ 1,100	\$ 2,200	\$ 22,000	[b]
	\$ 520	\$ 80	\$ 80	\$ 40	\$ 80	\$ 800	[b]
	\$ 6,110	\$ 940	\$ 940	\$ 470	\$ 940	\$ 9,400	[b]
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
	\$ 553	\$ 85	\$ 85	\$ 43	\$ 85	\$ 850	[b]
	\$ 975	\$ 150	\$ 150	\$ 75	\$ 150	\$ 1,500	[b]
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
	\$ 383,135	\$ 58,944	\$ 58,944	\$ 29,472	\$ 58,944	\$ 589,439	
	65%	10%	10%	5%	10%	100%	

[a] See separate worksheet labeled "Allocation of Divisional Labor - Permit Center".

[b] Source: Adopted budget.



**User and Regulatory Fees**

*Cost of Service Calculations*

*Building & Safety*

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Labor - Building & Safety

**Budget Unit**

Description	Description	FTE	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Building & Safety	Building Official	1.00	100%					100%	[a];[b]
Building & Safety	Chief Building Inspector	1.00	100%					100%	[a];[b]
Building & Safety	Senior Building Inspector	1.00	100%					100%	[a];[b]
Building & Safety	Senior Building Inspector	1.00	100%					100%	[a];[b]
Building & Safety	Building Inspector I/II	1.00	100%					100%	[a];[b]
Building & Safety	Building Inspector I/II	1.00	100%					100%	[a];[b]
Building & Safety	Building Inspector I/II	1.00	100%					100%	[a];[b]
Building & Safety	Management Specialist I/II	1.00	100%					100%	[a];[b]
Building & Safety	Office Specialist I/II	1.00	100%					100%	[a];[b]
<b>Total</b>		<b>9.00</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>	

Description	Description		Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Building & Safety	Building Official		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Chief Building Inspector		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Senior Building Inspector		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Senior Building Inspector		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Building Inspector I/II		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Building Inspector I/II		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Building Inspector I/II		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Management Specialist I/II		1.00	0.00	0.00	0.00	0.00	1.00	
Building & Safety	Office Specialist I/II		1.00	0.00	0.00	0.00	0.00	1.00	
<b>Total</b>			<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	

Description	Description	Salary Schedule	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Building & Safety	Building Official	\$137,720	\$137,720	\$0	\$0	\$0	\$0	\$137,720	[c]
Building & Safety	Chief Building Inspector	\$120,062	\$120,062	\$0	\$0	\$0	\$0	\$120,062	[c];[d]
Building & Safety	Senior Building Inspector	\$102,403	\$102,403	\$0	\$0	\$0	\$0	\$102,403	[c]
Building & Safety	Senior Building Inspector	\$102,403	\$102,403	\$0	\$0	\$0	\$0	\$102,403	[c]
Building & Safety	Building Inspector I/II	\$90,509	\$90,509	\$0	\$0	\$0	\$0	\$90,509	[c]
Building & Safety	Building Inspector I/II	\$90,509	\$90,509	\$0	\$0	\$0	\$0	\$90,509	[c]
Building & Safety	Building Inspector I/II	\$90,509	\$90,509	\$0	\$0	\$0	\$0	\$90,509	[c]
Building & Safety	Management Specialist I/II	\$84,047	\$84,047	\$0	\$0	\$0	\$0	\$84,047	[c]
Building & Safety	Office Specialist I/II	\$59,482	\$59,482	\$0	\$0	\$0	\$0	\$59,482	[c]
<b>Total</b>		<b>\$877,644</b>	<b>\$877,644</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$877,644</b>	
<b>Percent</b>			100%	0%	0%	0%	0%	100%	

[a] FTE count based on adopted budget.

[b] FTE allocation based on interviews with department staff.

[c] Source: City adopted salary schedule.

[d] Chief Building Inspector rate assumed to be average of Building Official and Senior Building Inspector rates.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Annual Labor Effort - Building & Safety

Position	FTE	Alloc to Bldg	Alloc to All Other	Total Hours Per FTE	Less: Holiday & Leave	Hours Per FTE	Productive Hours	Indirect	Direct	Total	Indirect Hours	Total Direct Hours	Total Hours	Notes
Director of Development Services	1.00	0.35	0.65	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[d]
Deputy Director of Development Services	1.00	0.25	0.75	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[d]
Administrative Assistant	1.00	0.20	0.80	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	[a];[d]
Principal Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Senior Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Associate Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Assistant Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Land Development Technician	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Management Specialist I/II	1.00	0.20	0.80	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[a];[d]
Management Specialist I/II	1.00	0.65	0.35	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[b];[d]
Permit Specialist I/II	1.00	0.65	0.35	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Permit Specialist I/II	1.00	0.65	0.35	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Permit Specialist I/II	1.00	0.65	0.35	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Permit Specialist I/II	1.00	0.65	0.35	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Building Official	1.00	1.00	-	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[c];[d]
Chief Building Inspector	1.00	1.00	-	2,080	216	1,864	1,864	30%	70%	100%	559	1,305	1,864	[c];[d]
Senior Building Inspector	1.00	1.00	-	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Senior Building Inspector	1.00	1.00	-	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Building Inspector I/II	1.00	1.00	-	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Building Inspector I/II	1.00	1.00	-	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Building Inspector I/II	1.00	1.00	-	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Management Specialist I/II	1.00	1.00	-	2,080	216	1,864	1,864	60%	40%	100%	1,118	746	1,864	[c];[d]
Office Specialist I/II	1.00	1.00	-	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	[c];[d]
<b>Total</b>	23.00	13.25	9.75				<b>42,872</b>				<b>17,149</b>	<b>25,723</b>	<b>42,872</b>	
<b>Total</b>		<b>58%</b>	<b>42%</b>								<b>40%</b>	<b>60%</b>	<b>100%</b>	

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Annual Labor Effort - Building & Safety

Position	Indirect Bldg	Indirect All Other	Total Indirect
Director of Development Services	489	909	1,398
Deputy Director of Development Services	350	1,049	1,398
Administrative Assistant	373	1,491	1,864
Principal Planner	0	466	466
Senior Planner	0	466	466
Associate Planner	0	466	466
Assistant Planner	0	466	466
Land Development Technician	0	466	466
Management Specialist I/II	186	746	932
Management Specialist I/II	606	326	932
Permit Specialist I/II	242	130	373
Permit Specialist I/II	242	130	373
Permit Specialist I/II	242	130	373
Permit Specialist I/II	242	130	373
Building Official	1,398	0	1,398
Chief Building Inspector	559	0	559
Senior Building Inspector	373	0	373
Senior Building Inspector	373	0	373
Building Inspector I/II	373	0	373
Building Inspector I/II	373	0	373
Building Inspector I/II	373	0	373
Management Specialist I/II	1,118	0	1,118
Office Specialist I/II	1,864	0	1,864
<b>Total</b>	<b>9,777</b>	<b>7,372</b>	<b>17,149</b>

Position	Direct Bldg	Direct All Other	Total Direct
Director of Development Services	163	303	466
Deputy Director of Development Services	117	350	466
Administrative Assistant	0	0	0
Principal Planner	0	1,398	1,398
Senior Planner	0	1,398	1,398
Associate Planner	0	1,398	1,398
Assistant Planner	0	1,398	1,398
Land Development Technician	0	1,398	1,398
Management Specialist I/II	186	746	932
Management Specialist I/II	606	326	932
Permit Specialist I/II	969	522	1,491
Permit Specialist I/II	969	522	1,491
Permit Specialist I/II	969	522	1,491
Permit Specialist I/II	969	522	1,491
Building Official	466	0	466
Chief Building Inspector	1,305	0	1,305
Senior Building Inspector	1,491	0	1,491
Senior Building Inspector	1,491	0	1,491
Building Inspector I/II	1,491	0	1,491
Building Inspector I/II	1,491	0	1,491
Building Inspector I/II	1,491	0	1,491
Management Specialist I/II	746	0	746
Office Specialist I/II	0	0	0
<b>Total</b>	<b>14,921</b>	<b>10,802</b>	<b>25,723</b>

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Annual Labor Effort - Building & Safety

**Contract Services**

Description	Total	Notes	
Annual Contract Services	\$ 300,000	[e]	
Contract Services	Share	Est. Hrly Cost	Notes
Plan Review	100%	\$ 140	[f]
<b>Total</b>	100%	140	[f]

Description	Total	Indirect	Direct	Indirect	Direct	Total	Notes
Contract Service Hours	2,143	5%	95%	107	2,036	2,143	

**Divisional Total**

Position	Indirect	Direct	Total	Notes
Authorized Staffing	9,777	14,921	24,698	
Contract Services	107	2,036	2,143	
<b>Total</b>	9,884	16,957	26,841	
<b>Total</b>	37%	63%	100%	

[a] See separate worksheet labeled "Allocation of Divisional Labor - Community Development / Planning / Engineering".

[b] See separate worksheet labeled "Allocation of Divisional Labor - Permit Center".

[c] See separate worksheet labeled "Allocation of Divisional Labor - Building".

[d] Direct/Indirect hours based on interviews with department staff.

[e] Source: Adopted budget.

[f] Amounts intended to serve as reasonable estimates of market rates for contract service providers.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Expenses - Building & Safety

**Allocation of In-House Labor**

Description	Building	Planning	Land Dev Eng'rg & Encroach	Code Compliance	STVR / Cannabis / Other	Total	Notes
Allocation of In-House Labor	100%	0%	0%	0%	0%	100%	[a]

**Recurring Expenditures**

Description	Total	Adjustments	Total
Salaries-Full Time	\$ 774,876	\$ -	\$ 774,876
Salaries-Overtime	\$ 1,000	\$ -	\$ 1,000
Retirement Contribution	\$ 102,476	\$ -	\$ 102,476
Medicare Contrib-Employer	\$ 11,236	\$ -	\$ 11,236
Retiree Health	\$ 8,587	\$ -	\$ 8,587
Ins Prem - Long Term Disab.	\$ 3,831	\$ -	\$ 3,831
Ins Prem - Health	\$ 163,021	\$ -	\$ 163,021
Ins Prem - Dental/Vision	\$ 14,208	\$ -	\$ 14,208
Ins Prem - Life	\$ 1,308	\$ -	\$ 1,308
Workers' Compensation	\$ 36,000	\$ -	\$ 36,000
Office Supplies	\$ 2,500	\$ -	\$ 2,500
Uniforms	\$ 1,700	\$ -	\$ 1,700
Small Tools/Equipment	\$ 1,000	\$ -	\$ 1,000
Prof-Architectural/Eng	\$ 300,000	\$ -	\$ 300,000
Mileage Reimbursement	\$ 1,500	\$ -	\$ 1,500
Conf - Seminars - Workshops	\$ 31,900	\$ -	\$ 31,900
Local Meetings	\$ 1,000	\$ -	\$ 1,000
Printing / Duplication	\$ 10,000	\$ -	\$ 10,000
Subscriptions / Publication	\$ 7,500	\$ -	\$ 7,500
Dues	\$ 1,500	\$ -	\$ 1,500
Telephones	\$ 15,000	\$ -	\$ 15,000
Postage & Freight	\$ 1,000	\$ -	\$ 1,000
Employee Safety	\$ 2,500	\$ -	\$ 2,500
Machinery & Equipment	\$ 11,500	\$ -	\$ 11,500
<b>Subtotal</b>	<b>\$ 1,505,143</b>	<b>\$ -</b>	<b>\$ 1,505,143</b>

Building	Planning	Eng'rg and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
\$ 774,876	\$ -	\$ -	\$ -	\$ -	\$ 774,876	[b]
\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	[b]
\$ 102,476	\$ -	\$ -	\$ -	\$ -	\$ 102,476	[b]
\$ 11,236	\$ -	\$ -	\$ -	\$ -	\$ 11,236	[b]
\$ 8,587	\$ -	\$ -	\$ -	\$ -	\$ 8,587	[b]
\$ 3,831	\$ -	\$ -	\$ -	\$ -	\$ 3,831	[b]
\$ 163,021	\$ -	\$ -	\$ -	\$ -	\$ 163,021	[b]
\$ 14,208	\$ -	\$ -	\$ -	\$ -	\$ 14,208	[b]
\$ 1,308	\$ -	\$ -	\$ -	\$ -	\$ 1,308	[b]
\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ 36,000	[b]
\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	[b]
\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ 1,700	[b]
\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	[b]
\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	[b]
\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	[b]
\$ 31,900	\$ -	\$ -	\$ -	\$ -	\$ 31,900	[b]
\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	[b]
\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	[b]
\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500	[b]
\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	[b]
\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	[b]
\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	[b]
\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500	[b]
\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ 11,500	[b]
<b>\$ 1,505,143</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,505,143</b>	
100%	0%	0%	0%	0%	100%	

[a] See separate worksheet labeled "Allocation of Divisional Labor - Building & Safety".

[b] Source: Adopted budget.

City of Palm Desert  
 User and Regulatory Fee Study  
 Cost Recovery and Fully-Burdened Hourly Rate Calculation - Building & Safety

**Cost of Service**

Description	Total	Adjustment	Total
Building Div	\$ 1,505,143	\$ -	\$ 1,505,143
Community Development /Planning /Eng'r Div	\$ 2,693,078	\$ (1,000)	\$ 2,692,078
Permit Center Div	\$ 589,439	\$ -	\$ 589,439
<b>Total</b>	<b>\$ 4,787,660</b>	<b>\$ (1,000)</b>	<b>\$ 4,786,660</b>

Allocation to Bldg	Allocation to All Other	Total	Notes
\$ 1,505,143	\$ -	\$ 1,505,143	[a]
\$ 235,870	\$ 2,456,208	\$ 2,692,078	[b]
\$ 383,135	\$ 206,304	\$ 589,439	[c]
<b>\$ 2,124,148</b>	<b>\$ 2,662,512</b>	<b>\$ 4,786,660</b>	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation
Allocation of Citywide Overhead	25%	\$ 4,786,660	\$ 1,196,665

Allocation to Bldg	Allocation to All Other	Total	Notes
\$ 531,037	\$ 665,628	\$ 1,196,665	[d]

**Total Building & Safety Expenses**

Description	Total	Notes
<b>Total</b>	<b>\$ 2,655,186</b>	

**Expenses for Use In Hourly Rate Calculation - CD Admin / Planning / Engineering**

Description	Assigned to Building	Adjustments	Total	Notes
Salaries-Full Time	\$ 157,101	\$ -	\$ 157,101	
Salaries-Overtime	\$ 695	\$ -	\$ 695	
Retirement Contribution	\$ 20,771	\$ -	\$ 20,771	
Medicare Contrib-Employer	\$ 2,278	\$ -	\$ 2,278	
Retiree Health	\$ 2,312	\$ -	\$ 2,312	
Ins Prem - Long Term Disab.	\$ 777	\$ -	\$ 777	
Ins Prem - Health	\$ 25,476	\$ -	\$ 25,476	
Ins Prem - Dental/Vision	\$ 2,409	\$ -	\$ 2,409	
Ins Prem - Life	\$ 265	\$ -	\$ 265	
Workers' Compensation	\$ 5,559	\$ -	\$ 5,559	
Office Supplies	\$ 417	\$ -	\$ 417	
Uniforms	\$ -	\$ -	\$ -	
Small Tools/Equipment	\$ 1,390	\$ -	\$ 1,390	
Prof-Architectural/Eng	\$ -	\$ -	\$ -	[d]
Mileage Reimbursement	\$ -	\$ -	\$ -	
Conf - Seminars - Workshops	\$ -	\$ -	\$ -	
Local Meetings	\$ -	\$ -	\$ -	
Printing / Duplication	\$ 347	\$ -	\$ 347	
Subscriptions / Publication	\$ 4,468	\$ -	\$ 4,468	
Dues	\$ 1,042	\$ -	\$ 1,042	
Telephones	\$ -	\$ -	\$ -	
Postage & Freight	\$ 1,112	\$ -	\$ 1,112	
Employee Safety	\$ 139	\$ -	\$ 139	
Machinery & Equipment	\$ 834	\$ -	\$ 834	
Filing Fees	\$ 139	\$ -	\$ 139	
Telephones	\$ 3,475	\$ -	\$ 3,475	
Postage & Freight	\$ 1,390	\$ -	\$ 1,390	
Cap-Office Equipment	\$ 3,475	\$ -	\$ 3,475	
Machinery & Equipment	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 235,870</b>	<b>\$ -</b>	<b>\$ 235,870</b>	

**Expenses for Use In Hourly Rate Calculation - Permit Center**

Description	Assigned to Building	Adjustments	Total	Notes
Salaries-Full Time	\$ 250,446	\$ -	\$ 250,446	
Salaries-Overtime	\$ 325	\$ -	\$ 325	
Retirement Contribution	\$ 33,137	\$ -	\$ 33,137	
Medicare Contrib-Employer	\$ 3,632	\$ -	\$ 3,632	
Retiree Health	\$ 5,163	\$ -	\$ 5,163	
Ins Prem - Long Term Disab.	\$ 1,238	\$ -	\$ 1,238	
Ins Prem - Health	\$ 58,243	\$ -	\$ 58,243	
Ins Prem - Dental/Vision	\$ 5,793	\$ -	\$ 5,793	
Ins Prem - Life	\$ 425	\$ -	\$ 425	
Workers' Compensation	\$ -	\$ -	\$ -	
Office Supplies	\$ 1,950	\$ -	\$ 1,950	
Uniforms	\$ 325	\$ -	\$ 325	
Prof-Other	\$ 14,300	\$ -	\$ 14,300	
Mileage Reimbursement	\$ 520	\$ -	\$ 520	
Conf - Seminars - Workshops	\$ 6,110	\$ -	\$ 6,110	
Local Meetings	\$ -	\$ -	\$ -	
Dues	\$ 553	\$ -	\$ 553	
Telephones	\$ 975	\$ -	\$ 975	
Postage & Freight	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 383,135</b>	<b>\$ -</b>	<b>\$ 383,135</b>	

**Expenses for Use In Hourly Rate Calculation - Building & Safety**

Description	Assigned to Building	Adjustments	Total	Notes
Salaries-Full Time	\$ 774,876	\$ -	\$ 774,876	
Salaries-Overtime	\$ 1,000	\$ -	\$ 1,000	
Retirement Contribution	\$ 102,476	\$ -	\$ 102,476	
Medicare Contrib-Employer	\$ 11,236	\$ -	\$ 11,236	
Retiree Health	\$ 8,587	\$ -	\$ 8,587	
Ins Prem - Long Term Disab.	\$ 3,831	\$ -	\$ 3,831	
Ins Prem - Health	\$ 163,021	\$ -	\$ 163,021	
Ins Prem - Dental/Vision	\$ 14,208	\$ -	\$ 14,208	
Ins Prem - Life	\$ 1,308	\$ -	\$ 1,308	
Workers' Compensation	\$ 36,000	\$ -	\$ 36,000	
Office Supplies	\$ 2,500	\$ -	\$ 2,500	
Uniforms	\$ 1,700	\$ -	\$ 1,700	
Small Tools/Equipment	\$ 1,000	\$ -	\$ 1,000	
Prof-Architectural/Eng	\$ 300,000	\$ -	\$ 300,000	
Mileage Reimbursement	\$ 1,500	\$ -	\$ 1,500	
Conf - Seminars - Workshops	\$ 31,900	\$ -	\$ 31,900	
Local Meetings	\$ 1,000	\$ -	\$ 1,000	
Printing / Duplication	\$ 10,000	\$ -	\$ 10,000	
Subscriptions / Publication	\$ 7,500	\$ -	\$ 7,500	
Dues	\$ 1,500	\$ -	\$ 1,500	
Telephones	\$ 15,000	\$ -	\$ 15,000	
Postage & Freight	\$ 1,000	\$ -	\$ 1,000	
Employee Safety	\$ 2,500	\$ -	\$ 2,500	
Machinery & Equipment	\$ 11,500	\$ -	\$ 11,500	
<b>Subtotal</b>	<b>\$ 1,505,143</b>	<b>\$ -</b>	<b>\$ 1,505,143</b>	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation	Notes
Allocation of Citywide Overhead	25%	\$ 2,124,148	\$ 531,037	[c]

**Expenses for Hourly Rate Calculation**

Description	Total	Notes
Total	\$ 2,655,186	

**Allocation of Annual Labor Effort**

Description	Total	Total	Notes
General Admin; Mgmt; Policies; Procedures; Commission Support	18%	\$477,933	[f]
Certification and Training	2%	\$53,104	[f]
Public Information and Assistance	17%	\$451,382	[f]
Building Permitting, Plan Review, Inspection	63%	\$1,672,767	[f]
<b>Total</b>	<b>100%</b>	<b>\$2,655,186</b>	

**Allocation of Annual Costs to Core Service Areas**

Description	Total	Total	Notes
Building Permitting, Plan Review, Inspection	100%	\$2,655,186	
<b>Total</b>	<b>100%</b>	<b>\$2,655,186</b>	

**Calculation of Fully-Burdened Hourly Rate**

Description	Total	Note
Total Costs	\$ 2,655,186	
Direct Hours	14,921	[g]
<b>Fully-Burdened Hourly Rate</b>	<b>\$178</b>	

**Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)**

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Rate Only Assuming Total Annual	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Note
Total	9.00	2,080	18,720	\$877,644	\$47	\$178	3.80	

**Calculation of Fully-Burdened Hourly Rate by Position**

Position	Total Salaries	Total FTE	Avg Salary Per FTE	Avg Salary Per Hour	Multiplier for Fully-Burdened	Fully-Burdened Hourly Rate	Note
Building Official	\$ 137,720	1.00	\$ 137,720	\$ 66	3.80	\$ 251	
Chief Building Inspector	\$ 120,062	1.00	\$ 120,062	\$ 58	3.80	\$ 219	
Senior Building Inspector	\$ 102,403	1.00	\$ 102,403	\$ 49	3.80	\$ 187	
Senior Building Inspector	\$ 102,403	1.00	\$ 102,403	\$ 49	3.80	\$ 187	
Building Inspector I/II	\$ 90,509	1.00	\$ 90,509	\$ 44	3.80	\$ 165	
Building Inspector I/II	\$ 90,509	1.00	\$ 90,509	\$ 44	3.80	\$ 165	
Building Inspector I/II	\$ 90,509	1.00	\$ 90,509	\$ 44	3.80	\$ 165	
Management Specialist I/II	\$ 84,047	1.00	\$ 84,047	\$ 40	3.80	\$ 153	
Permit Specialist I/II	\$ 84,047	1.00	\$ 84,047	\$ 40	3.80	\$ 153	
Office Specialist I/II	\$ 59,482	1.00	\$ 59,482	\$ 29	3.80	\$ 109	

**Revenue Summary**

Acct Desc	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	5-Yr Avg	FY 24/25 Budget
3221100 - Building Permits	\$923,377	\$1,181,896	\$2,063,969	\$2,275,257	\$1,479,918	\$1,584,883	\$1,428,300
3411400 - Plan Check Fees	\$468,180	\$480,881	\$616,576	\$644,448	\$471,287	\$536,274	\$408,000
	<b>\$1,391,557</b>	<b>\$1,662,777</b>	<b>\$2,680,544</b>	<b>\$2,919,705</b>	<b>\$1,951,205</b>	<b>\$2,121,158</b>	<b>\$1,836,300</b>

**Cost Recovery**

Description	Total
Revenue	\$2,121,158
Expenditures	\$2,655,186
Cost Recovery Rate	80%
General Fund Subsidy	\$534,028

[a] See separate worksheet labeled "Allocation of Divisional Expenses - Building & Safety".

[b] See separate worksheet labeled "Allocation of Divisional Expenses - Community Development / Planning / Engineering".

[c] See separate worksheet labeled "Allocation of Divisional Expenses - Permit Center".

[d] See separate worksheet labeled "Citywide Overhead (for Fee Study)".

[e] Adjustment for hourly rate calculation only. Hourly rate calculation is based on in-house employee costs.

[f] Amount intended to serve as reasonable allocation over a multi-year period. Amount will vary from year to year.

[g] See separate worksheet labeled "Allocation of Annual Labor Effort - Building & Safety".

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	=	Cost of Service	Current Fee	Current Cost Recovery	
1	HVAC Change-Out - Residential	1.00	x	\$178	=	\$178	\$159	89%
2	HVAC Change-Out - Commercial (per unit)	1.50	x	\$178	=	\$267	\$239	90%
3	Residential Solar Photovoltaic System - Solar Permit					\$159		
	a) Residential Solar Photovoltaic System - Solar Permit (All inclusive)					\$159		
	b) Above 15kW – per kW (All inclusive)					\$159		
	i) Base Fee					\$159		
	ii) Fee per kW Above 15kW					\$0		
4	Commercial Solar Photovoltaic System - Solar Permit (All inclusive)					\$159		
	a) 50kW or less					\$159		
	b) 50kW – 250kW					\$0		
	i) Base Fee					\$159		
	ii) Fee per kW Above 50kW up to 250kW					\$0		
	c) Above 250kW					\$159		
	i) Base Fee					\$0		
	ii) Fee per kW Above 250kW					\$0		
5	Service Panel Upgrade - Residential	1.00	x	\$178	=	\$178	\$159	89%
6	Service Panel Upgrade - Commercial	2.00	x	\$178	=	\$356	\$159	45%
7	EV Charger - Residential	1.00	x	\$178	=	\$178	\$159	89%
8	EV Charger - Commercial	varies	x	\$178	=	varies	\$159	varies
9	Water Heater Changeout - Residential	1.00	x	\$178	=	\$178	\$80	45%
10	Water Heater Changeout - Commercial	1.50	x	\$178	=	\$267	\$80	30%
11	Line Repair - Sewer / Water / Gas / Re-pipe	1.00	x	\$178	=	\$178	\$159	89%
12	New Sewer Connection	1.50	x	\$178	=	\$267	\$184	69%

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
1	HVAC Change-Out - Residential	\$165	93%	\$172	96%	\$178	100%	
2	HVAC Change-Out - Commercial (per unit)	\$248	93%	\$258	97%	\$267	100%	
3	Residential Solar Photovoltaic System - Solar Permit							
	a) Residential Solar Photovoltaic System - Solar Permit (All inclusive)	\$256		\$353		\$450		[a]
	b) Above 15kW – per kW (All inclusive)							
	i) Base Fee	\$256		\$353		\$450		[a]
	ii) Fee per kW Above 15kW	\$15		\$15		\$15		[a]
4	Commercial Solar Photovoltaic System - Solar Permit (All inclusive)							
	a) 50kW or less	\$439		\$720		\$1,000		[b]
	b) 50kW – 250kW							
	i) Base Fee	\$439		\$720		\$1,000		[b]
	ii) Fee per kW Above 50kW up to 250kW	\$7		\$7		\$7		[b]
	c) Above 250kW							
	i) Base Fee	\$1,839		\$2,120		\$2,400		[b]
	ii) Fee per kW Above 250kW	\$5		\$5		\$5		[b]
5	Service Panel Upgrade - Residential	\$165	93%	\$172	96%	\$178	100%	
6	Service Panel Upgrade - Commercial	\$225	63%	\$290	82%	\$356	100%	
7	EV Charger - Residential	\$165	93%	\$172	96%	\$178	100%	
8	EV Charger - Commercial	See Permit Fee Table "B".	varies	See Permit Fee Table "B".	varies	See Permit Fee Table "B".	100%	
9	Water Heater Changeout - Residential	\$113	63%	\$145	82%	\$178	100%	
10	Water Heater Changeout - Commercial	\$142	53%	\$205	77%	\$267	100%	
11	Line Repair - Sewer / Water / Gas / Re-pipe	\$165	93%	\$172	96%	\$178	100%	
12	New Sewer Connection	\$212	79%	\$239	90%	\$267	100%	

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
13	Residential Re-Roof					
	a) Up to 2,000 SF (Re-Roof Area only)	1.75	x \$178 =	\$312	\$159	51%
	b) Each Add'l 1,000 SF or fraction thereof	0.50	x \$178 =	\$89	\$0	0%
14	Commercial Re-Roof					
	a) Up to 2,000 SF (Re-Roof Area only)	2.75	x \$178 =	\$490	\$318	65%
	b) Each Add'l 1,000 SF or fraction thereof	0.50	x \$178 =	\$89	\$0	0%
15	Demolition					
	a) Residential Single Family	1.00	x \$178 =	\$178	\$159	89%
	b) Commercial	1.00	x \$178 =	\$178	\$159	89%
	c) Miscellaneous Non-Structural	1.00	x \$178 =	\$178	\$159	89%
16	Temporary Power Pole					
		1.00	x \$178 =	\$178	\$159	89%
17	Swimming Pool/Spa					
	a) Residential Swimming Pool / Spa (Includes Remodel)	4.00	x \$178 =	\$712	\$318	45%
	b) Commercial Swimming Pool/Spa (Each Pool)	6.50	x \$178 =	\$1,157	\$318	27%
	c) Detached Spa / Water Feature	2.00	x \$178 =	\$356	\$318	89%
	d) Commercial Pool Remodel	2.00	x \$178 =	\$356	\$318	89%
	e) Equipment Change-out Alone	1.00	x \$178 =	\$178	\$318	179%
18	Patio Cover/Carport- Residential (If engineered, plan check fee will apply)					
	a) Standard (Wood/Metal Frame)					
	i) Up to 200 SF	1.50	x \$178 =	\$267	\$159	60%
	ii) Greater than 200 SF	2.00	x \$178 =	\$356	\$159	45%
	b) Upgraded (with electrical, fans, etc.)					
	i) Up to 200 SF	2.00	x \$178 =	\$356	\$159	45%
	ii) Greater than 200 SF	2.50	x \$178 =	\$445	\$159	36%
	c) Alteration to Existing (per patio/carport)	1.00	x \$178 =	\$178	\$159	89%

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
13	Residential Re-Roof  a) Up to 2,000 SF (Re-Roof Area only) b) Each Add'l 1,000 SF or fraction thereof	\$210  \$30	67%  33%	\$261  \$59	84%  67%	\$312  \$89	100%  100%	
14	Commercial Re-Roof  a) Up to 2,000 SF (Re-Roof Area only) b) Each Add'l 1,000 SF or fraction thereof	\$375  \$30	77%  33%	\$432  \$59	88%  67%	\$490  \$89	100%  100%	
15	Demolition  a) Residential Single Family b) Commercial c) Miscellaneous Non-Structural	\$165  \$165  \$165	93%  93%  93%	\$172  \$172  \$172	96%  96%  96%	\$178  \$178  \$178	100%  100%  100%	
16	Temporary Power Pole	\$165	93%	\$172	96%	\$178	100%	
17	Swimming Pool/Spa  a) Residential Swimming Pool / Spa (Includes Remodel) b) Commercial Swimming Pool/Spa (Each Pool) c) Detached Spa / Water Feature d) Commercial Pool Remodel e) Equipment Change-out Alone	\$449  \$598  \$331  \$331  \$178	63%  52%  93%  93%  100%	\$581  \$877  \$343  \$343  \$178	82%  76%  96%  96%  100%	\$712  \$1,157  \$356  \$356  \$178	100%  100%  100%  100%  100%	
18	Patio Cover/Carport- Residential (If engineered, plan check fee will apply)  a) Standard (Wood/Metal Frame) i) Up to 200 SF ii) Greater than 200 SF b) Upgraded (with electrical, fans, etc.) i) Up to 200 SF ii) Greater than 200 SF c) Alteration to Existing (per patio/carport)	\$195  \$225  \$225  \$254  \$165	73%  63%  63%  57%  93%	\$231  \$290  \$290  \$350  \$172	87%  82%  82%  79%  96%	\$267  \$356  \$356  \$445  \$178	100%  100%  100%  100%  100%	

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description	Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
19 Patio Cover/Carport - Commercial (Per patio cover/carport) - Plan check fee applies					
a) Standard (Wood/Metal Frame)					
i) Up to 200 SF	2.00	x \$178 =	\$356	\$159	45%
ii) Greater than 200 SF	2.50	x \$178 =	\$445	\$159	36%
b) Upgraded (with electrical, fans, etc.)					
i) Up to 200 SF	2.50	x \$178 =	\$445	\$159	36%
ii) Greater than 200 SF	3.00	x \$178 =	\$534	\$159	30%
c) Alteration to Existing (per patio/carport)	1.00	x \$178 =	\$178	\$159	89%
20 Window / Sliding Glass Door					
a) Retrofit / Whole Replacement Only					
i) Up to 5	1.25	x \$178 =	\$223	\$159	71%
ii) Each additional 5	0.25	x \$178 =	\$45	\$0	0%
b) New / Alteration - Plan check fee applies					
i) First	1.75	x \$178 =	\$312	\$159	51%
ii) Each additional	0.25	x \$178 =	\$45	\$0	0%
21 Block/Masonry Wall (If engineered, plan check fee will apply)					
a) 0 - 100 ft	2.00	x \$178 =	\$356	\$159	45%
b) Each Add'l 25 ft	0.25	x \$178 =	\$45	\$0	0%
22 Trash Enclosure (per trash enclosure)	1.00	x \$178 =	\$178	\$159	89%
23 Parking Lot Re-striping and Accessibility	1.00	x \$178 =	\$178	varies	varies
24 Appeals Board Application	4.00	x \$178 =	\$712	varies	varies
25 Cell Site Application (plan check fees apply)	2.25	x \$178 =	\$401	varies	varies
26 Cell Site Alteration (plan check fees apply)	1.00	x \$178 =	\$178	varies	varies
27 Sign Permit	1.00	x \$178 =	\$178	varies	varies
28 Temporary Tent Bleachers	1.00	x \$178 =	\$178	varies	varies

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description	Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
19 Patio Cover/Carport - Commercial (Per patio cover/carport) - Plan check fee applies							
a) Standard (Wood/Metal Frame)							
i) Up to 200 SF	\$225	63%	\$290	82%	\$356	100%	
ii) Greater than 200 SF	\$254	57%	\$350	79%	\$445	100%	
b) Upgraded (with electrical, fans, etc.)							
i) Up to 200 SF	\$254	57%	\$350	79%	\$445	100%	
ii) Greater than 200 SF	\$284	53%	\$409	77%	\$534	100%	
c) Alteration to Existing (per patio/carport)	\$165	93%	\$172	96%	\$178	100%	
20 Window / Sliding Glass Door							
a) Retrofit / Whole Replacement Only							
i) Up to 5	\$180	81%	\$201	90%	\$223	100%	
ii) Each additional 5	\$15	33%	\$30	67%	\$45	100%	
b) New / Alteration - Plan check fee applies							
i) First	\$210	67%	\$261	84%	\$312	100%	
ii) Each additional	\$15	33%	\$30	67%	\$45	100%	
21 Block/Masonry Wall (If engineered, plan check fee will apply)							
a) 0 - 100 ft	\$225	63%	\$290	82%	\$356	100%	
b) Each Add'l 25 ft	\$15	33%	\$30	67%	\$45	100%	
22 Trash Enclosure (per trash enclosure)	\$165	93%	\$172	96%	\$178	100%	
23 Parking Lot Re-striping and Accessibility	\$178	100%	\$178	100%	\$178	100%	
24 Appeals Board Application	\$712	100%	\$712	100%	\$712	100%	
25 Cell Site Application (plan check fees apply)	\$401	100%	\$401	100%	\$401	100%	
26 Cell Site Alteration (plan check fees apply)	\$178	100%	\$178	100%	\$178	100%	
27 Sign Permit	\$178	100%	\$178	100%	\$178	100%	
28 Temporary Tent Bleachers	\$178	100%	\$178	100%	\$178	100%	

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description	Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
29 Tenant Improvement (Includes MEP)	4.00	x \$178	= \$712	varies	varies
a) 0 - 2,000 sq ft	1.00	x \$178	= \$178	varies	varies
b) Each Additional 500 sq ft					
30 Residential Remodel (Includes MEP)	1.00	x \$178	= \$178	varies	varies
a) 1 Kitchen or 1 Bath	2.00	x \$178	= \$356	varies	varies
b) More than 1 Kitchen or 1 Bath	0.50	x \$178	= \$89	varies	varies
i) 0 - 200 sq ft					
ii) Each Additional 100 sq ft					

[a] California Government Code Section 66015(a)(1), establishes maximum fees for residential solar energy systems. For photovoltaic systems, fees shall not exceed \$450 plus \$15 per kW for each kilowatt above 15kW. For thermal systems, fees shall not exceed \$450, plus \$15 per kWth for each kilowatt thermal above 10kWth. Fees in excess of these amounts require written findings and resolution or ordinance.

[b] California Government Code Section 66015(b)(1), establishes maximum fees for commercial solar energy systems. Fees shall not exceed \$1,000 for systems up to 50kW plus \$7 per kilowatt for each kilowatt between 51kW and 250kW, plus \$5 for each kilowatt above 250kW. For thermal systems, fees shall not exceed \$1,000 up to the 30kWth, plus \$7 per kWth for each kWth between the 30th and 260th kWth, plus \$5 for each kWth above 260kWth. Fees in excess of these amounts require written findings and resolution or ordinance.

\* Additional fees may apply for plan review, as needed. Plan Review Fees are listed in Building Fees Section G (1).

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided.

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description	Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
29 Tenant Improvement (Includes MEP) <ul style="list-style-type: none"> <li>a) 0 - 2,000 sq ft</li> <li>b) Each Additional 500 sq ft</li> </ul>	\$712 \$178	100% 100%	\$712 \$178	100% 100%	\$712 \$178	100% 100%	
30 Residential Remodel (Includes MEP) <ul style="list-style-type: none"> <li>a) 1 Kitchen or 1 Bath</li> <li>b) More than 1 Kitchen or 1 Bath                             <ul style="list-style-type: none"> <li>i) 0 - 200 sq ft</li> <li>ii) Each Additional 100 sq ft</li> </ul> </li> </ul>	\$178 \$356 \$89	100% 100% 100%	\$178 \$356 \$89	100% 100% 100%	\$178 \$356 \$89	100% 100% 100%	

[a] California Government Code Section 66015(a)(1), establishes maximum fees for residential solar energy systems. For photovoltaic systems, fees shall not exceed \$450 plus \$15 per kW for each kilowatt above 15kW. For thermal systems, fees shall not exceed \$450, plus \$15 per kWth for each kilowatt thermal above 10kWth. Fees in excess of these amounts require written findings and resolution or ordinance.

[b] California Government Code Section 66015(b)(1), establishes maximum fees for commercial solar energy systems. Fees shall not exceed \$1,000 for systems up to 50kW plus \$7 per kilowatt for each kilowatt between 51kW and 250kW, plus \$5 for each kilowatt above 250kW. For thermal systems, fees shall not exceed \$1,000 up to the 30kWth, plus \$7 per kWth for each kWth between the 30th and 260th kWth, plus \$5 for each kWth above 260kWth. Fees in excess of these amounts require written findings and resolution or ordinance.

\* Additional fees may apply for plan review, as needed. Plan Review Fees are listed in Building Fees Section G (1).

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided.

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
	<b>Permit Fee for New Construction and Additions (Includes Mechanical, Plumbing, and Electrical)</b>					
1	\$1 - \$4,000	1.00	x \$178 =	\$178	\$166	93%
2	\$4,001 - \$10,000	1.00	x \$178 =	\$178	\$166	93%
3	\$10,001 - \$50,000	2.00	x \$178 =	\$356	\$166	47%
4	\$50,001 - \$100,000	6.00	x \$178 =	\$1,068	\$343	32%
5	\$100,001 - \$500,000	10.00	x \$178 =	\$1,780	\$687	39%
6	\$500,001 - \$1,000,000	18.00	x \$178 =	\$3,204	\$2,414	75%
7	\$1,000,001 and up	28.00	x \$178 =	\$4,984	\$4,829	97%
	<b>For permits requiring energy, or accessibility review, the following percentages shall be added to the base permit fee</b>					
1	Energy	5%		5%	0%	0%
2	Accessibility	5%		5%	0%	0%
	<b>Permit Fee for Stand-Alone Mechanical Permit</b>					
1	Up to \$2,000	0.50	x \$178 =	\$89	\$166	186%
2	\$2,001 - \$4,000	1.00	x \$178 =	\$178	\$166	93%
3	\$4,001 - \$10,000	1.50	x \$178 =	\$267	\$166	62%
4	\$10,001 and up	2.00	x \$178 =	\$356	\$166	47%
	<b>Permit Fee for Stand-Alone Plumbing Permit</b>					
1	Up to \$2,000	0.50	x \$178 =	\$89	\$166	186%
2	\$2,001 - \$4,000	1.00	x \$178 =	\$178	\$166	93%
3	\$4,001 - \$10,000	1.50	x \$178 =	\$267	\$166	62%
4	\$10,001 and up	2.00	x \$178 =	\$356	\$166	47%
	<b>Permit Fee for Stand-Alone Electrical Permit</b>					
1	Up to \$2,000	0.50	x \$178 =	\$89	\$166	186%
2	\$2,001 - \$4,000	1.00	x \$178 =	\$178	\$166	93%
3	\$4,001 - \$10,000	1.50	x \$178 =	\$267	\$166	62%
4	\$10,001 and up	2.00	x \$178 =	\$356	\$166	47%

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided. For permit fees for new construction permits, service times shown represent typical service times for the low end of the fee range (e.g., service time shown for projects ranging from \$50,000 - \$100,000 represents typical service time for a prototypical project valued at \$50,000 for fee calculation purposes). See fee schedule for determination of valuation for fee-calculation purposes.

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
	<b>Permit Fee for New Construction and Additions (Includes Mechanical, Plumbing, and Electrical)</b>							
1	\$1 - \$4,000	\$170	95%	\$174	98%	\$178	100%	
2	\$4,001 - \$10,000	\$170	95%	\$174	98%	\$178	100%	
3	\$10,001 - \$50,000	\$229	64%	\$293	82%	\$356	100%	
4	\$50,001 - \$100,000	\$585	55%	\$826	77%	\$1,068	100%	
5	\$100,001 - \$500,000	\$1,052	59%	\$1,416	80%	\$1,780	100%	
6	\$500,001 - \$1,000,000	\$2,678	84%	\$2,941	92%	\$3,204	100%	
7	\$1,000,001 and up	\$4,881	98%	\$4,932	99%	\$4,984	100%	
	<b>For permits requiring energy, or accessibility review, the following percentages shall be added to the base permit fee</b>							
1	Energy	5%	100%	5%	100%	5%	100%	
2	Accessibility	5%	100%	5%	100%	5%	100%	
	<b>Permit Fee for Stand-Alone Mechanical Permit</b>							
1	Up to \$2,000	\$89	100%	\$89	100%	\$89	100%	
2	\$2,001 - \$4,000	\$170	95%	\$174	98%	\$178	100%	
3	\$4,001 - \$10,000	\$199	75%	\$233	87%	\$267	100%	
4	\$10,001 and up	\$229	64%	\$293	82%	\$356	100%	
	<b>Permit Fee for Stand-Alone Plumbing Permit</b>							
1	Up to \$2,000	\$89	100%	\$89	100%	\$89	100%	
2	\$2,001 - \$4,000	\$170	95%	\$174	98%	\$178	100%	
3	\$4,001 - \$10,000	\$199	75%	\$233	87%	\$267	100%	
4	\$10,001 and up	\$229	64%	\$293	82%	\$356	100%	
	<b>Permit Fee for Stand-Alone Electrical Permit</b>							
1	Up to \$2,000	\$89	100%	\$89	100%	\$89	100%	
2	\$2,001 - \$4,000	\$170	95%	\$174	98%	\$178	100%	
3	\$4,001 - \$10,000	\$199	75%	\$233	87%	\$267	100%	
4	\$10,001 and up	\$229	64%	\$293	82%	\$356	100%	

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided. For permit fees for new construction permits, service times shown represent typical service times for the low end of the fee range (e.g., service time shown for projects ranging from \$50,000 - \$100,000 represents typical service time for a prototypical project valued at \$50,000 for fee calculation purposes). See fee schedule for determination of valuation for fee-calculation purposes.

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
1	<b>Stand-Alone or Combination Permit Fees (Alternative Calculation)</b>					
	a) One Inspection Required	0.50	x \$178	= \$89	\$166	186%
	b) Two Inspections Required	1.00	x \$178	= \$178	\$166	93%
	c) Three Inspections Required	1.50	x \$178	= \$267	\$166	62%
	d) Four Inspections Required	2.00	x \$178	= \$356	\$343	96%
	e) Each Additional Inspection	0.50	x \$178	= \$89	\$166	187%

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided.

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
1	<b>Stand-Alone or Combination Permit Fees (Alternative Calculation)</b>							
	a) One Inspection Required	\$89	100%	\$89	100%	\$89	100%	
	b) Two Inspections Required	\$170	95%	\$174	98%	\$178	100%	
	c) Three Inspections Required	\$199	75%	\$233	87%	\$267	100%	
	d) Four Inspections Required	\$347	98%	\$352	99%	\$356	100%	
	e) Each Additional Inspection	\$89	100%	\$89	100%	\$89	100%	

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided.

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
<b>1</b>	<b>Plan Review Fees</b>					
	a) Plan Review Fee, if applicable	65%		65%	varies	varies
	b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg		1.5x full plan check fee for entire bldg	varies	varies
	c) Expedited Plan Check (when applicable)	1.5x standard plan check fee		1.5x standard plan check fee	varies	varies
	d) Tract Homes, Condos, Apartments (Production Units)	10%		10%	varies	varies
	e) Alternate Materials and Materials Review	1.00	x \$178 =	\$178	varies	varies
	f) Excess Plan Review Fee (4th and subsequent)	1.00	x \$178 =	\$178	varies	varies
	g) Revisions of Approved Plans	1.00	x \$178 =	\$178	varies	varies
	h) Revisions that Add Scope	65%		65%	varies	varies
	i) Standalone Plan Check	0.50	x \$178 =	\$89	varies	varies

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided. For service times expressed as a percentage or a factor, those percentages or factors are intended to represent service time as a percentage or factor of a base multiplier (e.g., plan review time is expressed as a percentage of typical permit inspection time).

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Notes
1 Plan Review Fees	a) Plan Review Fee, if applicable	65% of Building Permit Fee	100%	65% of Building Permit Fee	100%	65% of Building Permit Fee	100%	per hour	[a]
	b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg	100%	1.5x full plan check fee for entire bldg	100%	1.5x full plan check fee for entire bldg	100%		
	c) Expedited Plan Check (when applicable)	1.5x standard plan check fee	100%	1.5x standard plan check fee	100%	1.5x standard plan check fee	100%		
	d) Tract Homes, Condos, Apartments (Production Units)	10% of standard plan check fee	100%	10% of standard plan check fee	100%	10% of standard plan check fee	100%		[b]
	e) Alternate Materials and Materials Review	\$178	100%	\$178	100%	\$178	100%		
	f) Excess Plan Review Fee (4th and subsequent)	\$178	100%	\$178	100%	\$178	100%		
	g) Revisions of Approved Plans	\$178	100%	\$178	100%	\$178	100%		
	h) Revisions that Add Scope	65% of Added Building Permit Fee	100%	65% of Added Building Permit Fee	100%	65% of Added Building Permit Fee	100%		[a]
	i) Standalone Plan Check	\$89	100%	\$89	100%	\$89	100%		

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided. For service times expressed as a percentage or a factor, those percentages or factors are intended to represent service time as a percentage or factor of a base multiplier (e.g., plan review time is expressed as a percentage of typical permit inspection time).

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
1	Permit Processing Fee a) Minor Permits b) New Construction/Tenant Improvements	1.00 2.25	x x \$178 \$178	= = \$178 \$401		0% 0%
2	General Plan Maintenance Fee (percent of building permit fee)			40%		
3	Technology Fee (percent of permit fee)			7%		
4	Strong Motion Instrumentation (SMI) Fee Calculation a) Residential  b) Commercial					
5	Building Standards (SB 1473) Fee Calculation (Valuation) a) \$1 - \$25,000 b) \$25,001 - \$50,000 c) \$50,001 - \$75,000 d) \$75,001 - \$100,000 e) Each Add'l \$25,000 or fraction thereof					
6	Credit Card Transaction Processing Fee			3%	3%	existing fee
7	Temporary Certificate of Occupancy (per 30 Days)	3.00	x \$178	= \$534		
8	Sewer Certificate of Compliance	2.00	x \$178	= \$356		
9	Renew for Final, Courtesy Inspection (Meter Release without a Permit, Non-Emergency Inspection Requests)	1.50	x \$178	= \$267		
10	Addressing - Residential Or Commercial (Per Unit/Lot/Meter/Cell Sites) Includes New Addressing And Changes	0.50	x \$178	= \$89		
11	Building Official Variance Consideration (per hour)	1.00	x \$178	= \$178		
<b>Copies, Re-Print, Change Of Contractor</b>						
12	Job Card / Permit Re-Print	0.33	x \$178	= \$59		
13	Change Of Contractor	0.50	x \$178	= \$89		

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
14	<b>Violation Fees</b> Work Without a Permit					
15	<b>Other Fees</b> Digitization Fee a) 8.5 x 11 up to 11 x 17 per sheet b) 24 x 36 per sheet c) Color photos up to 8.5 x 11				\$0.07 \$0.80 \$0.11	existing fee existing fee existing fee
16	Phased Inspection Fee (per inspection)	0.50	x	\$178 = \$89		
17	After Hours Inspection (per hour) (2-hour minimum)	1.00	x	\$214 = \$214		
18	Re-inspection Fee (2nd Re-inspection or More) (each)	0.50	x	\$178 = \$89		
19	Missed inspection Fee	0.50	x	\$178 = \$89		
20	Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	0.50	x	\$178 = \$89		
21	Compliance Inspection Fee	1.00	x	\$178 = \$178		
22	Special / Other Inspection Fee	1.00	x	\$178 = \$178		
23	Mobile Home Permit Fees					
24	Permit/Plan Check Renewal Fee within 1 year from Expiration					
25	Permit/Plan Check Renewal Fee over 1 year from Expiration					
26	Refunds a) Fees Erroneously Paid or Collected by the City b) Fees Prior to Work Being Commenced c) 180 Days After Payment of Fees					

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description	Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
[a] Fee applies to all building permits (e.g., new construction, additions, tenant improvements, etc.), but not mechanical, electrical, or plumbing permits.					
[b] Fee applies to all permits (e.g., building permits, mechanical, electrical, and plumbing permits).					
[c] Fees established by the State of California.					
[d] Reinspection fee applies after the first re-inspection.					
[e] The Building Official may authorize refunding of any fee paid, or portion thereof, which was erroneously paid or collected by the city.					
[f] No fees are refundable once the work covered by them is commenced.					
[g] Whether work has commenced or not, no fees are refundable more than 180 days after their payment.					
* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.					
Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided. For service times expressed as a percentage or a factor, those percentages or factors are intended to represent service time as a percentage or factor of a base multiplier (e.g., plan review time is expressed as a percentage of typical permit inspection time).					

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
1	Permit Processing Fee a) Minor Permits b) New Construction/Tenant Improvements	\$59 \$134	33% 33%	\$119 \$267	67% 67%	\$178 \$401	100% 100%	
2	General Plan Maintenance Fee (percent of building permit fee)	3%	8%	3%	8%	3%	8%	[a]
3	Technology Fee (percent of permit fee)	5%	72%	5%	72%	5%	72%	[b]
4	Strong Motion Instrumentation (SMI) Fee Calculation a) Residential b) Commercial	\$0.50 or valuation x .00013  \$0.50 or valuation x .00028		\$0.50 or valuation x .00013  \$0.50 or valuation x .00028		\$0.50 or valuation x .00013  \$0.50 or valuation x .00028		[c]
5	Building Standards (SB 1473) Fee Calculation (Valuation) a) \$1 - \$25,000 b) \$25,001 - \$50,000 c) \$50,001 - \$75,000 d) \$75,001 - \$100,000 e) Each Add'l \$25,000 or fraction thereof	\$1 \$2 \$3 \$4 Add \$1		\$1 \$2 \$3 \$4 Add \$1		\$1 \$2 \$3 \$4 Add \$1		[c]
6	Credit Card Transaction Processing Fee	3%	100%	3%	100%	3%	100%	
7	Temporary Certificate of Occupancy (per 30 Days)	\$178	33%	\$356	67%	\$534	100%	
8	Sewer Certificate of Compliance	\$119	33%	\$237	67%	\$356	100%	
9	Renew for Final, Courtesy Inspection (Meter Release without a Permit, Non-Emergency Inspection Requests)	\$89	33%	\$178	67%	\$267	100%	
10	Addressing - Residential Or Commercial (Per Unit/Lot/Meter/Cell Sites) Includes New Addressing And Changes	\$89	100%	\$89	100%	\$89	100%	
11	Building Official Variance Consideration (per hour)	\$178	100%	\$178	100%	\$178	100%	
	<b>Copies, Re-Print, Change Of Contractor</b>							
12	Job Card / Permit Re-Print	\$20	33%	\$39	67%	\$59	100%	
13	Change Of Contractor	\$30	33%	\$59	67%	\$89	100%	

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
14	<b>Violation Fees</b> Work Without a Permit	2x building permit fee		2x building permit fee		2x building permit fee		
15	<b>Other Fees</b> Digitization Fee a) 8.5 x 11 up to 11 x 17 per sheet b) 24 x 36 per sheet c) Color photos up to 8.5 x 11	\$0.07 \$0.80 \$0.11		\$0.07 \$0.80 \$0.11		\$0.07 \$0.80 \$0.11		
16	Phased Inspection Fee (per inspection)	\$89	100%	\$89	100%	\$89	100%	
17	After Hours Inspection (per hour) (2-hour minimum)	\$214	100%	\$214	100%	\$214	100%	
18	Re-inspection Fee (2nd Re-inspection or More) (each)	\$89	100%	\$89	100%	\$89	100%	[d]
19	Missed inspection Fee	\$89	100%	\$89	100%	\$89	100%	
20	Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$89	100%	\$89	100%	\$89	100%	
21	Compliance Inspection Fee	\$178	100%	\$178	100%	\$178	100%	
22	Special / Other Inspection Fee	\$178	100%	\$178	100%	\$178	100%	
23	Mobile Home Permit Fees	See Title 25 of CA Code of Regulations	100%	See Title 25 of CA Code of Regulations	100%	See Title 25 of CA Code of Regulations	100%	[c]
24	Permit/Plan Check Renewal Fee within 1 year from Expiration	50% of building permit/plan check fees	100%	50% of building permit/plan check fees	100%	50% of building permit/plan check fees	100%	
25	Permit/Plan Check Renewal Fee over 1 year from Expiration	100% of building permit/plan check fees	100%	100% of building permit/plan check fees	100%	100% of building permit/plan check fees	100%	
26	Refunds a) Fees Erroneously Paid or Collected by the City b) Fees Prior to Work Being Commenced c) 180 Days After Payment of Fees	100% refund up to 80% refund no refund	100% 100% 100%	100% refund up to 80% refund no refund	100% 100% 100%	100% refund up to 80% refund no refund	100% 100% 100%	[e] [f] [g]

City of Palm Desert  
 User and Regulatory Fee Study  
 Building Fees  
 Cost of Service Calculation

Fee Description	Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
[a] Fee applies to all building permits (e.g., new construction, additions, tenant improvements, etc.), but not mechanical, electrical, or plumbing permits.							
[b] Fee applies to all permits (e.g., building permits, mechanical, electrical, and plumbing permits).							
[c] Fees established by the State of California.							
[d] Reinspection fee applies after the first re-inspection.							
[e] The Building Official may authorize refunding of any fee paid, or portion thereof, which was erroneously paid or collected by the city.							
[f] No fees are refundable once the work covered by them is commenced.							
[g] Whether work has commenced or not, no fees are refundable more than 180 days after their payment.							
* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.							
Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided. For service times expressed as a percentage or a factor, those percentages or factors are intended to represent service time as a percentage or factor of a base multiplier (e.g., plan review time is expressed as a percentage of typical permit inspection time).							



**User and Regulatory Fees**

*Cost of Service Calculations*

*Code Compliance*

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Labor - Code Compliance

**Budget Unit**

Description	Description	FTE	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Code Compliance	Code Compliance Officer I/II	1.00				60%	40%	100%	[a];[b]
Code Compliance	Code Compliance Officer I/II	1.00				60%	40%	100%	[a];[b]
Code Compliance	Code Compliance Officer I/II	1.00				60%	40%	100%	[a];[b]
Code Compliance	Code Compliance Officer I/II	1.00				60%	40%	100%	[a];[b]
Code Compliance	Office Specialist II	1.00				60%	40%	100%	[a];[b]
<b>Total</b>		<b>5.00</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>60%</b>	<b>40%</b>	<b>100%</b>	

Description	Description		Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Code Compliance	Code Compliance Officer I/II		0.00	0.00	0.00	0.60	0.40	1.00	
Code Compliance	Code Compliance Officer I/II		0.00	0.00	0.00	0.60	0.40	1.00	
Code Compliance	Code Compliance Officer I/II		0.00	0.00	0.00	0.60	0.40	1.00	
Code Compliance	Code Compliance Officer I/II		0.00	0.00	0.00	0.60	0.40	1.00	
Code Compliance	Office Specialist II		0.00	0.00	0.00	0.60	0.40	1.00	
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3.00</b>	<b>2.00</b>	<b>5.00</b>	

Description	Description	Salary Schedule	Building	Planning	Land Dev Eng'g and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
Code Compliance	Code Compliance Officer I/II	\$81,997	\$0	\$0	\$0	\$49,198	\$32,799	\$81,997	[c]
Code Compliance	Code Compliance Officer I/II	\$81,997	\$0	\$0	\$0	\$49,198	\$32,799	\$81,997	[c]
Code Compliance	Code Compliance Officer I/II	\$81,997	\$0	\$0	\$0	\$49,198	\$32,799	\$81,997	[c]
Code Compliance	Code Compliance Officer I/II	\$81,997	\$0	\$0	\$0	\$49,198	\$32,799	\$81,997	[c]
Code Compliance	Office Specialist II	\$59,482	\$0	\$0	\$0	\$35,689	\$23,793	\$59,482	[c]
<b>Total</b>		<b>\$387,470</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$232,482</b>	<b>\$154,988</b>	<b>\$387,470</b>	
<b>Percent</b>			<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>60%</b>	<b>40%</b>	<b>100%</b>	

[a] FTE count based on adopted budget.

[b] FTE allocation based on interviews with department staff.

[c] Source: City adopted salary schedule.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Annual Labor Effort - Code Compliance

Position	FTE	Alloc to Code Enf.	Alloc to All Other	Total Hours Per FTE	Less: Holiday & Leave	Hours Per FTE	Productive Hours	Indirect	Direct	Total	Indirect Hours	Total Direct Hours	Total Hours	Notes
Director of Development Services	1.00	0.15	0.85	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[d]
Deputy Director of Development Services	1.00	0.05	0.95	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[d]
Administrative Assistant	1.00	0.20	0.80	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	[a];[d]
Principal Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Senior Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Associate Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Assistant Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Land Development Technician	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[d]
Management Specialist I/II	1.00	0.20	0.80	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[a];[d]
Management Specialist I/II	1.00	0.05	0.95	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[b];[d]
Permit Specialist I/II	1.00	0.05	0.95	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Permit Specialist I/II	1.00	0.05	0.95	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Permit Specialist I/II	1.00	0.05	0.95	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[d]
Code Compliance Officer I/II	1.00	0.60	0.40	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Code Compliance Officer I/II	1.00	0.60	0.40	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Code Compliance Officer I/II	1.00	0.60	0.40	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Code Compliance Officer I/II	1.00	0.60	0.40	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
Office Specialist II	1.00	0.60	0.40	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[c];[d]
<b>Total</b>	<b>19.00</b>	<b>3.85</b>	<b>15.15</b>				<b>35,416</b>				<b>12,209</b>	<b>23,207</b>	<b>35,416</b>	
<b>Total</b>		<b>20%</b>	<b>80%</b>								<b>34%</b>	<b>66%</b>	<b>100%</b>	

User and Regulatory Fee Study

Allocation of Annual Labor Effort - Code Compliance

Position	Indirect Code Enf.	Indirect All Other	Total Indirect	Direct Code Enf.	Direct All Other	Total Direct
Director of Development Services	210	1,188	1,398	70	396	466
Deputy Director of Development Services	70	1,328	1,398	23	443	466
Administrative Assistant	373	1,491	1,864	0	0	0
Principal Planner	0	466	466	0	1,398	1,398
Senior Planner	0	466	466	0	1,398	1,398
Associate Planner	0	466	466	0	1,398	1,398
Assistant Planner	0	466	466	0	1,398	1,398
Land Development Technician	0	466	466	0	1,398	1,398
Management Specialist I/II	186	746	932	186	746	932
Management Specialist I/II	47	885	932	47	885	932
Permit Specialist I/II	19	354	373	75	1,417	1,491
Permit Specialist I/II	19	354	373	75	1,417	1,491
Permit Specialist I/II	19	354	373	75	1,417	1,491
Permit Specialist I/II	19	354	373	75	1,417	1,491
Code Compliance Officer I/II	224	149	373	895	596	1,491
Code Compliance Officer I/II	224	149	373	895	596	1,491
Code Compliance Officer I/II	224	149	373	895	596	1,491
Code Compliance Officer I/II	224	149	373	895	596	1,491
Office Specialist II	224	149	373	895	596	1,491
<b>Total</b>	<b>2,078</b>	<b>10,131</b>	<b>12,209</b>	<b>5,098</b>	<b>18,109</b>	<b>23,207</b>

[a] See separate worksheet labeled "Allocation of Divisional Labor - Community Development / Planning / Engineering".

[b] See separate worksheet labeled "Allocation of Divisional Labor - Permit Center".

[c] See separate worksheet labeled "Allocation of Divisional Labor - Code Compliance".

[d] Direct/Indirect hours based on interviews with department staff.

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Divisional Expenses - Code Compliance

**Allocation of In-House Labor**

Description	Building	Planning	Land Dev Eng'rg & Encroach	Code Compliance	STVR / Cannabis / Other	Total	Notes
Allocation of In-House Labor	0%	0%	0%	60%	40%	100%	[a]

**Recurring Expenditures**

Description	Total	Adjustments	Total
Salaries-Full Time	\$ 489,275	\$ -	\$ 489,275
Salaries-Overtime	\$ -	\$ -	\$ -
Retirement Contribution	\$ 64,728	\$ -	\$ 64,728
Medicare Contrib-Employer	\$ 7,095	\$ -	\$ 7,095
Retiree Health	\$ 4,298	\$ -	\$ 4,298
Ins Prem - Long Term Disab.	\$ 2,419	\$ -	\$ 2,419
Ins Prem - Health	\$ 115,643	\$ -	\$ 115,643
Ins Prem - Dental/Vision	\$ 10,590	\$ -	\$ 10,590
Ins Prem - Life	\$ 829	\$ -	\$ 829
Office Supplies	\$ 2,500	\$ -	\$ 2,500
Uniforms	\$ 2,000	\$ -	\$ 2,000
Small Tools/Equipment	\$ 1,000	\$ -	\$ 1,000
Prof-Lot Cleaning Svc	\$ 15,000	\$ (15,000)	\$ -
Prof-Other	\$ 87,500	\$ (87,500)	\$ -
Mileage Reimbursement	\$ 1,500	\$ -	\$ 1,500
Conf - Seminars - Workshops	\$ 15,000	\$ -	\$ 15,000
Local Meetings	\$ 1,000	\$ -	\$ 1,000
Printing / Duplication	\$ 8,000	\$ -	\$ 8,000
Dues	\$ 2,000	\$ -	\$ 2,000
Filing Fees	\$ 1,500	\$ (1,500)	\$ -
Telephones	\$ 9,000	\$ -	\$ 9,000
Postage & Freight	\$ 7,000	\$ -	\$ 7,000
<b>Subtotal</b>	<b>\$ 847,877</b>	<b>\$ (104,000)</b>	<b>\$ 743,877</b>

Building	Planning	Eng'rg and Encroachment	Code Compliance	STVR / Cannabis / Other	Total	Notes
\$ -	\$ -	\$ -	\$ 293,565	\$ 195,710	\$ 489,275	[b]
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b]
\$ -	\$ -	\$ -	\$ 38,837	\$ 25,891	\$ 64,728	[b]
\$ -	\$ -	\$ -	\$ 4,257	\$ 2,838	\$ 7,095	[b]
\$ -	\$ -	\$ -	\$ 2,579	\$ 1,719	\$ 4,298	[b]
\$ -	\$ -	\$ -	\$ 1,451	\$ 968	\$ 2,419	[b]
\$ -	\$ -	\$ -	\$ 69,386	\$ 46,257	\$ 115,643	[b]
\$ -	\$ -	\$ -	\$ 6,354	\$ 4,236	\$ 10,590	[b]
\$ -	\$ -	\$ -	\$ 497	\$ 332	\$ 829	[b]
\$ -	\$ -	\$ -	\$ 1,500	\$ 1,000	\$ 2,500	[b]
\$ -	\$ -	\$ -	\$ 1,200	\$ 800	\$ 2,000	[b]
\$ -	\$ -	\$ -	\$ 600	\$ 400	\$ 1,000	[b]
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b];[c]
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b];[c]
\$ -	\$ -	\$ -	\$ 900	\$ 600	\$ 1,500	[b]
\$ -	\$ -	\$ -	\$ 9,000	\$ 6,000	\$ 15,000	[b]
\$ -	\$ -	\$ -	\$ 600	\$ 400	\$ 1,000	[b]
\$ -	\$ -	\$ -	\$ 4,800	\$ 3,200	\$ 8,000	[b]
\$ -	\$ -	\$ -	\$ 1,200	\$ 800	\$ 2,000	[b]
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	[b];[c]
\$ -	\$ -	\$ -	\$ 5,400	\$ 3,600	\$ 9,000	[b]
\$ -	\$ -	\$ -	\$ 4,200	\$ 2,800	\$ 7,000	[b]
\$ -	\$ -	\$ -	\$ 446,326	\$ 297,551	\$ 743,877	
0%	0%	0%	60%	40%	100%	

[a] See separate worksheet labeled "Allocation of Divisional Labor - Code Compliance".

[b] Source: Adopted budget.

[c] Exclude expenses that may be passed through for direct recovery, and non-fee related expenditures.

City of Palm Desert  
 User and Regulatory Fee Study  
 Fully-Burdened Hourly Rate Calculation - Code Compliance

**Cost of Service**

Description	Total	Adjustment	Total
Code Compliance Div	\$ 847,877	\$ (104,000)	\$ 743,877
Community Development /Planning /Eng'r Div	\$ 2,693,078	\$ (1,000)	\$ 2,692,078
Permit Center Div	\$ 589,439	\$ -	\$ 589,439
<b>Total</b>	<b>\$ 4,130,394</b>	<b>\$ (105,000)</b>	<b>\$ 4,025,394</b>

Allocation to Code Enf.	Allocation to All Other	Total	Notes
\$ 446,326	\$ 297,551	\$ 743,877	[a]
\$ 111,304	\$ 2,580,774	\$ 2,692,078	[b]
\$ 29,472	\$ 559,967	\$ 589,439	[c]
\$ 587,102	\$ 3,438,292	\$ 4,025,394	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation
Allocation of Citywide Overhead	25%	\$ 4,025,394	\$ 1,006,349

Allocation to Code Enf.	Allocation to All Other	Total	Notes
\$ 146,776	\$ 859,573	\$ 1,006,349	[d]

**Total Code Compliance Expenses**

Description	Total	Notes
<b>Total</b>	<b>\$ 733,878</b>	

**Expenses for Use In Hourly Rate Calculation - CD Admin / Planning / Engineering**

Description	Assigned to Code Enf.	Adjustments	Total	Notes
Salaries-Full Time	\$ 74,134	\$ -	\$ 74,134	
Salaries-Overtime	\$ 328	\$ -	\$ 328	
Retirement Contribution	\$ 9,801	\$ -	\$ 9,801	
Medicare Contrib-Employer	\$ 1,075	\$ -	\$ 1,075	
Retiree Health	\$ 1,091	\$ -	\$ 1,091	
Ins Prem - Long Term Disab.	\$ 367	\$ -	\$ 367	
Ins Prem - Health	\$ 12,022	\$ -	\$ 12,022	
Ins Prem - Dental/Vision	\$ 1,137	\$ -	\$ 1,137	
Ins Prem - Life	\$ 125	\$ -	\$ 125	
Workers' Compensation	\$ 2,623	\$ -	\$ 2,623	
Office Supplies	\$ 197	\$ -	\$ 197	
Uniforms	\$ -	\$ -	\$ -	
Small Tools/Equipment	\$ 656	\$ -	\$ 656	
Prof-Architectural/Eng	\$ -	\$ -	\$ -	
Mileage Reimbursement	\$ -	\$ -	\$ -	
Conf - Seminars - Workshops	\$ -	\$ -	\$ -	
Local Meetings	\$ -	\$ -	\$ -	
Printing / Duplication	\$ 164	\$ -	\$ 164	
Subscriptions / Publication	\$ 2,109	\$ -	\$ 2,109	
Dues	\$ 492	\$ -	\$ 492	
Telephones	\$ -	\$ -	\$ -	
Postage & Freight	\$ 525	\$ -	\$ 525	
Employee Safety	\$ 66	\$ -	\$ 66	
Machinery & Equipment	\$ 394	\$ -	\$ 394	
Filing Fees	\$ 66	\$ -	\$ 66	
Telephones	\$ 1,640	\$ -	\$ 1,640	
Postage & Freight	\$ 656	\$ -	\$ 656	
Cap-Office Equipment	\$ 1,640	\$ -	\$ 1,640	
Machinery & Equipment	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 111,304</b>	<b>\$ -</b>	<b>\$ 111,304</b>	

**Expenses for Use In Hourly Rate Calculation - Permit Center**

Description	Assigned to Code Enf.	Adjustments	Total	Notes
Salaries-Full Time	\$ 19,265	\$ -	\$ 19,265	
Salaries-Overtime	\$ 25	\$ -	\$ 25	
Retirement Contribution	\$ 2,549	\$ -	\$ 2,549	
Medicare Contrib-Employer	\$ 279	\$ -	\$ 279	
Retiree Health	\$ 397	\$ -	\$ 397	
Ins Prem - Long Term Disab.	\$ 95	\$ -	\$ 95	
Ins Prem - Health	\$ 4,480	\$ -	\$ 4,480	
Ins Prem - Dental/Vision	\$ 446	\$ -	\$ 446	
Ins Prem - Life	\$ 33	\$ -	\$ 33	
Workers' Compensation	\$ -	\$ -	\$ -	
Office Supplies	\$ 150	\$ -	\$ 150	
Uniforms	\$ 25	\$ -	\$ 25	
Prof-Other	\$ 1,100	\$ -	\$ 1,100	
Mileage Reimbursement	\$ 40	\$ -	\$ 40	
Conf - Seminars - Workshops	\$ 470	\$ -	\$ 470	
Local Meetings	\$ -	\$ -	\$ -	
Dues	\$ 43	\$ -	\$ 43	
Telephones	\$ 75	\$ -	\$ 75	
Postage & Freight	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 29,472</b>	<b>\$ -</b>	<b>\$ 29,472</b>	

**Expenses for Use In Hourly Rate Calculation - Code Compliance**

Description	Assigned to Code Enf.	Adjustments	Total	Notes
Salaries-Full Time	\$ 293,565	\$ -	\$ 293,565	
Salaries-Overtime	\$ -	\$ -	\$ -	
Retirement Contribution	\$ 38,837	\$ -	\$ 38,837	
Medicare Contrib-Employer	\$ 4,257	\$ -	\$ 4,257	
Retiree Health	\$ 2,579	\$ -	\$ 2,579	
Ins Prem - Long Term Disab.	\$ 1,451	\$ -	\$ 1,451	
Ins Prem - Health	\$ 69,386	\$ -	\$ 69,386	
Ins Prem - Dental/Vision	\$ 6,354	\$ -	\$ 6,354	
Ins Prem - Life	\$ 497	\$ -	\$ 497	
Office Supplies	\$ 1,500	\$ -	\$ 1,500	
Uniforms	\$ 1,200	\$ -	\$ 1,200	
Small Tools/Equipment	\$ 600	\$ -	\$ 600	
Prof-Lot Cleaning Svc	\$ -	\$ -	\$ -	[e]
Prof-Other	\$ -	\$ -	\$ -	[e]
Mileage Reimbursement	\$ 900	\$ -	\$ 900	
Conf - Seminars - Workshops	\$ 9,000	\$ -	\$ 9,000	
Local Meetings	\$ 600	\$ -	\$ 600	
Printing / Duplication	\$ 4,800	\$ -	\$ 4,800	
Dues	\$ 1,200	\$ -	\$ 1,200	
Filing Fees	\$ -	\$ -	\$ -	[e]
Telephones	\$ 5,400	\$ -	\$ 5,400	
Postage & Freight	\$ 4,200	\$ -	\$ 4,200	
<b>Subtotal</b>	<b>\$ 446,326</b>	<b>\$ -</b>	<b>\$ 446,326</b>	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation	Notes
Allocation of Citywide Overhead	25%	\$ 587,102	\$ 146,776	[c]

**Expenses for Hourly Rate Calculation**

Description	Total	Notes
Total	\$ 733,878	

**Allocation of Annual Labor Effort**

Description	Total	Total	Notes
General Admin; Mgmt; Policies; Procedures; Commission Support	15%	\$110,082	[f]
Certification and Training	2%	\$14,678	[f]
Public Information and Assistance	12%	\$88,065	[f]
Code Compliance Direct Svcs	71%	\$521,053	[f]
<b>Total</b>	<b>100%</b>	<b>\$733,878</b>	

**Allocation of Annual Costs to Core Service Areas**

Description	Total	Total	Notes
Code Compliance Direct Svcs	100%	\$733,878	
<b>Total</b>	<b>100%</b>	<b>\$733,878</b>	

**Calculation of Fully-Burdened Hourly Rate**

Description	Total	Note
Total Costs	\$ 733,878	
Direct Hours	5,098	[g]
<b>Fully-Burdened Hourly Rate</b>	<b>\$144</b>	

**Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)**

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Rate Only Assuming Total Annual	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Note
Total	5.00	2,080	10,400	\$387,470	\$37	\$144	3.87	

**Calculation of Fully-Burdened Hourly Rate by Position**

Position	Total Salaries	Total FTE	Avg Salary Per FTE	Avg Salary Per Hour	Multiplier for Fully-Burdened	Fully-Burdened Hourly Rate	Note
Code Compliance Officer I/II	\$ 81,997	1.00	\$ 81,997	\$ 39	3.87	\$ 152	
Office Specialist II	\$ 59,482	1.00	\$ 59,482	\$ 29	3.87	\$ 111	

[a] See separate worksheet labeled "Allocation of Divisional Expenses - Code Compliance".

[b] See separate worksheet labeled "Allocation of Divisional Expenses - Community Development / Planning / Engineering".

[c] See separate worksheet labeled "Allocation of Divisional Expenses - Permit Center".

[d] See separate worksheet labeled "Citywide Overhead (for Fee Study)".

[e] Adjustment for hourly rate calculation only. Hourly rate calculation is based on in-house employee costs.

[f] Amount intended to serve as reasonable allocation over a multi-year period. Amount will vary from year to year.

[g] See separate worksheet labeled "Allocation of Annual Labor Effort - Code Compliance".



**User and Regulatory Fees**

*Cost of Service Calculations*

*Planning*

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Annual Labor Effort - Planning

Position	FTE	Alloc to Planning	Alloc to All Other	Total Hours Per FTE	Less: Holiday & Leave	Hours Per FTE	Productive Hours	Indirect	Direct	Total	Indirect Hours	Total Direct Hours	Total Hours	Notes	
Director of Development Services	1.00	0.40	0.60	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[c]	
Deputy Director of Development Services	1.00	0.25	0.75	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[c]	
Administrative Assistant	1.00	0.20	0.80	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	[a];[c]	
Principal Planner	1.00	1.00	-	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Senior Planner	1.00	1.00	-	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Associate Planner	1.00	1.00	-	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Assistant Planner	1.00	1.00	-	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Land Development Technician	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Management Specialist I/II	1.00	0.20	0.80	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[a];[c]	
Management Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[b];[c]	
Permit Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[c]	
Permit Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[c]	
Permit Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[c]	
<b>Total</b>	<b>14.00</b>	<b>5.55</b>	<b>8.45</b>			<b>26,096</b>					<b>10,345</b>	<b>15,751</b>	<b>26,096</b>		
<b>Total</b>		<b>40%</b>	<b>60%</b>									<b>40%</b>	<b>60%</b>	<b>100%</b>	

Position	Indirect Planning	Indirect All Other	Total Indirect	Direct Planning	Direct All Other	Total Direct
Director of Development Services	559	839	1,398	186	280	466
Deputy Director of Development Services	350	1,049	1,398	117	350	466
Administrative Assistant	373	1,491	1,864	0	0	0
Principal Planner	466	0	466	1,398	0	1,398
Senior Planner	466	0	466	1,398	0	1,398
Associate Planner	466	0	466	1,398	0	1,398
Assistant Planner	466	0	466	1,398	0	1,398
Land Development Technician	0	466	466	0	1,398	1,398
Management Specialist I/II	186	746	932	186	746	932
Management Specialist I/II	93	839	932	93	839	932
Permit Specialist I/II	37	336	373	149	1,342	1,491
Permit Specialist I/II	37	336	373	149	1,342	1,491
Permit Specialist I/II	37	336	373	149	1,342	1,491
<b>Total</b>	<b>3,574</b>	<b>6,771</b>	<b>10,345</b>	<b>6,771</b>	<b>8,980</b>	<b>15,751</b>

[a] See separate worksheet labeled "Allocation of Divisional Labor - Community Development / Planning / Engineering".

[b] See separate worksheet labeled "Allocation of Divisional Labor - Permit Center".

[c] Direct/Indirect hours based on interviews with department staff.

City of Palm Desert  
 User and Regulatory Fee Study  
 Fully-Burdened Hourly Rate Calculation - Planning

**Cost of Service**

Description	Total	Adjustment	Total
Community Development /Planning /Eng'r Div	\$ 2,693,078	\$ (1,000)	\$ 2,692,078
Permit Center Div	\$ 589,439	\$ -	\$ 589,439
<b>Total</b>	<b>\$ 3,282,517</b>	<b>\$ (1,000)</b>	<b>\$ 3,281,517</b>

Allocation to Planning	Allocation to All Other	Total	Notes
\$ 1,333,019	\$ 1,359,059	\$ 2,692,078	[a]
\$ 58,944	\$ 530,495	\$ 589,439	[b]
\$ 1,391,963	\$ 1,889,554	\$ 3,281,517	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation
Allocation of Citywide Overhead	25%	\$ 3,281,517	\$ 820,379

Allocation to Planning	Allocation to All Other	Total	Notes
\$ 347,991	\$ 472,389	\$ 820,379	[c]

**Total Planning Expenses**

Description	Total	Notes
<b>Total</b>	<b>\$ 1,739,953</b>	

**Expenses for Use In Hourly Rate Calculation - CD Admin / Planning / Engineering**

Description	Assigned to Planning	Adjustments	Total	Notes
Salaries-Full Time	\$ 624,765	\$ -	\$ 624,765	
Salaries-Overtime	\$ 2,764	\$ -	\$ 2,764	
Retirement Contribution	\$ 82,602	\$ -	\$ 82,602	
Medicare Contrib-Employer	\$ 9,059	\$ -	\$ 9,059	
Retiree Health	\$ 9,193	\$ -	\$ 9,193	
Ins Prem - Long Term Disab.	\$ 3,089	\$ -	\$ 3,089	
Ins Prem - Health	\$ 101,315	\$ -	\$ 101,315	
Ins Prem - Dental/Vision	\$ 9,579	\$ -	\$ 9,579	
Ins Prem - Life	\$ 1,054	\$ -	\$ 1,054	
Workers' Compensation	\$ 22,109	\$ -	\$ 22,109	
Office Supplies	\$ 1,658	\$ -	\$ 1,658	
Small Tools/Equipment	\$ -	\$ -	\$ -	
Prof-Temporary Part-Time	\$ 5,527	\$ -	\$ 5,527	
Prof-Planners	\$ 395,000	\$ (395,000)	\$ -	[d]
Prof-Architectural/Eng	\$ -	\$ -	\$ -	
Community Recognition	\$ -	\$ -	\$ -	
Prof-Other	\$ -	\$ -	\$ -	
Mileage Reimbursement	\$ 1,382	\$ -	\$ 1,382	
Conf - Seminars - Workshops	\$ 17,770	\$ -	\$ 17,770	
Local Meetings	\$ 4,145	\$ -	\$ 4,145	
R/M-Office Equipment	\$ -	\$ -	\$ -	
Printing / Duplication	\$ 4,422	\$ -	\$ 4,422	
Subscriptions / Publication	\$ 553	\$ -	\$ 553	
Dues	\$ 3,316	\$ -	\$ 3,316	
Filing Fees	\$ 553	\$ -	\$ 553	
Telephones	\$ 13,818	\$ -	\$ 13,818	
Postage & Freight	\$ 5,527	\$ -	\$ 5,527	
Cap-Office Equipment	\$ 13,818	\$ -	\$ 13,818	
Machinery & Equipment	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 1,333,019</b>	<b>\$ (395,000)</b>	<b>\$ 938,019</b>	

**Expenses for Use In Hourly Rate Calculation - Permit Center**

Description	Assigned to Planning	Adjustments	Total	Notes
Salaries-Full Time	\$ 38,530	\$ -	\$ 38,530	
Salaries-Overtime	\$ 50	\$ -	\$ 50	
Retirement Contribution	\$ 5,098	\$ -	\$ 5,098	
Medicare Contrib-Employer	\$ 559	\$ -	\$ 559	
Retiree Health	\$ 794	\$ -	\$ 794	
Ins Prem - Long Term Disab.	\$ 191	\$ -	\$ 191	
Ins Prem - Health	\$ 8,961	\$ -	\$ 8,961	
Ins Prem - Dental/Vision	\$ 891	\$ -	\$ 891	
Ins Prem - Life	\$ 65	\$ -	\$ 65	
Workers' Compensation	\$ -	\$ -	\$ -	
Office Supplies	\$ 300	\$ -	\$ 300	
Uniforms	\$ 50	\$ -	\$ 50	
Prof-Other	\$ 2,200	\$ -	\$ 2,200	
Mileage Reimbursement	\$ 80	\$ -	\$ 80	
Conf - Seminars - Workshops	\$ 940	\$ -	\$ 940	
Local Meetings	\$ -	\$ -	\$ -	
Dues	\$ 85	\$ -	\$ 85	
Telephones	\$ 150	\$ -	\$ 150	
Postage & Freight	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 58,944</b>	<b>\$ -</b>	<b>\$ 58,944</b>	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation	Notes
Allocation of Citywide Overhead	25%	\$ 996,963	\$ 249,241	[c]

**Expenses for Hourly Rate Calculation**

Description	Total	Notes
Total	\$ 1,246,203	

**Allocation of Annual Labor Effort**

Description	Total	Total	Notes
General Admin; Mgmt; Policies; Procedures; Commission Support	15%	\$186,930	[e]
Certification and Training	2%	\$24,924	[e]
Public Information and Assistance	17%	\$211,855	[e]
Planning - Advanced Planning / Regional Planning	10%	\$124,620	[e]
Planning - Current Pl'ng (Planning Stage)	40%	\$498,481	[e]
Planning - Post Entitlement Plan Check (e.g., Bldg Plan Check)	8%	\$99,696	[e]
Planning - General Council / City Support (i.e., tax funded support)	8%	\$99,696	[e]
<b>Total</b>	<b>100%</b>	<b>\$1,246,203</b>	

**Allocation of Annual Costs to Core Service Areas**

Description	Total	Total	Notes
Planning - Advanced Planning / Regional Planning	15%	\$188,819	
Planning - Current Pl'ng (Planning Stage)	61%	\$755,275	
Planning - Post Entitlement Plan Check (e.g., Bldg Plan Check)	12%	\$151,055	
Planning - General Council / City Support (i.e., tax funded support)	12%	\$151,055	
<b>Total</b>	<b>100%</b>	<b>\$1,246,203</b>	

**Calculation of Fully-Burdened Hourly Rate**

Description	Total	Note
Total Costs	\$ 1,246,203	
Direct Hours	6,771	[f]
<b>Fully-Burdened Hourly Rate</b>	<b>\$184</b>	

**Calculation of Cost Multiplier for Fully-Burdened Hourly Rate (Apply to Base Salary Cost Per Hour)**

Description	FTE	Annual Hours Per FTE	Total Annual Hours	Estimated Salaries	Rate Only Assuming Total Annual	Fully-Burdened Hourly Rate	Indirect Cost Rate Multiplier	Note
Total	14.00	2,080	29,120	\$1,471,593	\$51	\$184	3.64	

**Calculation of Fully-Burdened Hourly Rate by Position**

Position	Total Salaries	Total FTE	Avg Salary Per FTE	Avg Salary Per Hour	Multiplier for Fully-Burdened	Fully-Burdened Hourly Rate	Note
Director of Development Services	\$ 209,557	1.00	\$ 209,557	\$ 101	3.64	\$ 367	
Deputy Director of Development Services	\$ 176,293	1.00	\$ 176,293	\$ 85	3.64	\$ 309	
Administrative Assistant	\$ 59,482	1.00	\$ 59,482	\$ 29	3.64	\$ 104	
Principal Planner	\$ 118,756	1.00	\$ 118,756	\$ 57	3.64	\$ 208	
Senior Planner	\$ 110,580	1.00	\$ 110,580	\$ 53	3.64	\$ 194	
Associate Planner	\$ 102,403	1.00	\$ 102,403	\$ 49	3.64	\$ 179	
Assistant Planner	\$ 92,772	1.00	\$ 92,772	\$ 45	3.64	\$ 162	

**Revenue Summary**

Acct Desc	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	5-Yr Avg	FY 24/25 Budget
3411300 - Zoning Fees	\$44,707	\$32,981	\$56,951	\$52,200	\$59,941	\$49,356	\$68,000
3411200 - Sub Division Fees	\$189,760	\$276,492	\$562,119	\$451,094	\$492,062	\$394,305	\$382,999
	<b>\$234,467</b>	<b>\$309,473</b>	<b>\$619,070</b>	<b>\$503,294</b>	<b>\$552,003</b>	<b>\$443,661</b>	<b>\$450,999</b>

**Cost Recovery**

Description	Total
Revenue	\$443,661
Expenditures	\$906,330
Cost Recovery Rate	49%
General Fund Subsidy	\$462,668

[a] See separate worksheet labeled "Allocation of Divisional Expenses - Community Development / Planning / Engineering".

[b] See separate worksheet labeled "Allocation of Divisional Expenses - Permit Center".

[c] See separate worksheet labeled "Citywide Overhead (for Fee Study)".

[d] Adjustment for hourly rate calculation only. Hourly rate calculation is based on in-house employee costs.

[e] Amount intended to serve as reasonable allocation over a multi-year period. Amount will vary from year to year.

[f] See separate worksheet labeled "Allocation of Annual Labor Effort - Planning".

**Calculation of Estimated Cost of Service**

Fee Description	Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
<b>Use Permit</b>					
1 Administrative Use Permit	12.0	x \$184 =	\$2,208	\$345	16%
2 Conditional Use Permit	38.0	x \$184 =	\$6,992	\$2,894	41%
3 Temporary Use Permit					
a) Minor Temporary Use Permit					
i) Non-Profit with 501(c)3 tax status	4.0	x \$184 =	\$736	\$0	0%
ii) All Others	4.0	x \$184 =	\$736	\$87	12%
b) Major Temporary Use Permit					
i) Non-Profit with 501(c)3 tax status	10.0	x \$184 =	\$1,840	\$0	0%
ii) All Others	10.0	x \$184 =	\$1,840	\$87	5%
<b>Architectural Review / Site Development Review</b>					
4 Single-Family/Duplex Permit	15.0	x \$184 =	\$2,760	\$226	8%
5 Residential - Fence and Wall Exceptions	9.0	x \$184 =	\$1,656	\$226	14%
6 RV Parking - With Appeal	4.0	x \$184 =	\$736	\$0	0%
7 Commercial (façade revision/modification / awning replacement)	18.0	x \$184 =	\$3,312	\$531	16%
8 New Commercial with Prior Entitlement	18.0	x \$184 =	\$3,312	\$531	16%
9 Residential Tract, Multifamily Residential, and/or Mixed Use	26.0	x \$184 =	\$4,784	\$226	5%
<b>Precise Plan / Preliminary Development Plan</b>					
10 Precise Plan - Up to 5 Acres	57.0	x \$184 =	\$10,488	\$2,894	28%
11 Precise Plan - More than 5 Acres	79.0	x \$184 =	\$14,536	\$2,894	20%
<b>Modification of Precise Plan / Conditional Use Permit</b>					
12 Modification - Revised Permit	36.0	x \$184 =	\$6,624	\$2,894	44%
13 Substantial Conformance - Director Determination	18.0	x \$184 =	\$3,312	\$0	0%
<b>Landscape Plan</b>					
14 Onsite Landscape Plans	10.0	x \$184 =	\$1,840	\$531	29%
15 Offsite Landscape Plans	14.0	x \$184 =	\$2,576	\$531	21%
<b>Housing</b>					
16 Senate Bill (SB) 330 Application Review	10.0	x \$184 =	\$1,840	\$0	0%

**Calculation of Estimated Cost of Service**

Fee Description	Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
<b>Use Permit</b>							
1 Administrative Use Permit	\$966	44%	\$1,587	72%	\$2,208	100%	
2 Conditional Use Permit	\$4,260	61%	\$5,626	80%	\$6,992	100%	
3 Temporary Use Permit							
a) Minor Temporary Use Permit							[a]
i) Non-Profit with 501(c)3 tax status	No Charge	0%	No Charge	0%	No Charge	0%	
ii) All Others	\$303	41%	\$520	71%	\$736	100%	
b) Major Temporary Use Permit							[b]
i) Non-Profit with 501(c)3 tax status	\$184	10%	\$184	10%	\$184	10%	
ii) All Others	\$671	36%	\$1,256	68%	\$1,840	100%	
<b>Architectural Review / Site Development Review</b>							
4 Single-Family/Duplex Permit	\$1,071	39%	\$1,915	69%	\$2,760	100%	
5 Residential - Fence and Wall Exceptions	\$703	42%	\$1,179	71%	\$1,656	100%	
6 RV Parking - With Appeal	\$245	33%	\$491	67%	\$736	100%	
7 Commercial (façade revision/modification / awning replacement)	\$1,458	44%	\$2,385	72%	\$3,312	100%	
8 New Commercial with Prior Entitlement	\$1,458	44%	\$2,385	72%	\$3,312	100%	
9 Residential Tract, Multifamily Residential, and/or Mixed Use	\$1,745	36%	\$3,265	68%	\$4,784	100%	
<b>Precise Plan / Preliminary Development Plan</b>							
10 Precise Plan - Up to 5 Acres	\$5,425	52%	\$7,957	76%	\$10,488	100%	
11 Precise Plan - More than 5 Acres	\$6,775	47%	\$10,655	73%	\$14,536	100%	
<b>Modification of Precise Plan / Conditional Use Permit</b>							
12 Modification - Revised Permit	\$4,137	62%	\$5,381	81%	\$6,624	100%	
13 Substantial Conformance - Director Determination	\$1,104	33%	\$2,208	67%	\$3,312	100%	
<b>Landscape Plan</b>							
14 Onsite Landscape Plans	\$967	53%	\$1,404	76%	\$1,840	100%	
15 Offsite Landscape Plans	\$1,213	47%	\$1,894	74%	\$2,576	100%	
<b>Housing</b>							
16 Senate Bill (SB) 330 Application Review	\$613	33%	\$1,227	67%	\$1,840	100%	

**Calculation of Estimated Cost of Service**

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
17	<b>Pre-Application</b> Pre-Application	10.0	x \$184	= \$1,840	\$0	0%
18	<b>Development Agreement</b> Development Agreement Review a) Base Fee b) Plus, Time & Materials Deposit for Legal Review	40.0	x \$184	= \$7,360 varies	\$3,004 \$10,000	41% 100%
19	Development Agreement Amendment a) Base Fee b) Plus, Time & Materials Deposit for Legal Review	28.0	x \$184	= \$5,152 varies	\$0 \$0	0% 0%
20	<b>Environmental Review</b> Categorical Exemption	2.0	x \$184	= \$368	\$0	0%
21	Initial Study / Addendum / Subsequent / Streamlined	30.0	x \$184	= \$5,520	\$276	5%
22	Initial Study / Negative Declaration / Mitigated Neg. Declaration	45.0	x \$184	= \$8,280	\$276	3%
23	Environmental Impact Report Review	65.0	x \$184	= \$11,960 varies	Pass-Through of Actuals, plus 10% Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	100% 100%
24	Deposit for Third Party Review or In-House Preparation of CEQA Documents, As Needed (In addition to Fees Shown Above)					
25	<b>Variance</b> Adjustment	10.0	x \$184	= \$1,840	\$167	9%
26	Variance	20.0	x \$184	= \$3,680	\$2,924	79%
27	<b>Special Event Permit</b> Special Event Permit	2.5	x \$184	= \$460	\$0	0%
28	Drone / Film / Still Photography	3.0	x \$184	= \$552	\$25	5%
29	<b>Signs</b> Temporary Signage Permit	0.5	x \$184	= \$92	\$35	38%
30	Sign Permit	1.0	x \$184	= \$184	\$98	53%
31	Sign Program Review (with ARC Review)	16.0	x \$184	= \$2,944	\$393	13%
32	ARC Sign Design Review - Monument Signs and Sign Design	8.0	x \$184	= \$1,472	\$393	27%
33	Sign Program Amendment	12.0	x \$184	= \$2,208	\$393	18%

**Calculation of Estimated Cost of Service**

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
17	<b>Pre-Application</b> Pre-Application	No Charge	0%	No Charge	0%	No Charge	0%	
18	<b>Development Agreement</b> Development Agreement Review a) Base Fee b) Plus, Time & Materials Deposit for Legal Review	\$4,456 \$10,000	61% 100%	\$5,908 \$10,000	80% 100%	\$7,360 \$10,000	100% 100%	
19	Development Agreement Amendment a) Base Fee b) Plus, Time & Materials Deposit for Legal Review	\$1,717 \$10,000	33% 100%	\$3,435 \$10,000	67% 100%	\$5,152 \$10,000	100% 100%	
20	<b>Environmental Review</b> Categorical Exemption	\$123	33%	\$245	67%	\$368	100%	[c]
21	Initial Study / Addendum / Subsequent / Streamlined	\$2,024	37%	\$3,772	68%	\$5,520	100%	[c]
22	Initial Study / Negative Declaration / Mitigated Neg. Declaration	\$2,944	36%	\$5,612	68%	\$8,280	100%	[c]
23	Environmental Impact Report Review	\$11,960	100%	\$11,960	100%	\$11,960	100%	[c]
24	Deposit for Third Party Review or In-House Preparation of CEQA Documents, As Needed (In addition to Fees Shown Above)	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	100%	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	100%	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	100%	[c]
25	<b>Variance</b> Adjustment	\$725	39%	\$1,282	70%	\$1,840	100%	
26	Variance	\$3,176	86%	\$3,428	93%	\$3,680	100%	
27	<b>Special Event Permit</b> Special Event Permit	\$153	33%	\$307	67%	\$460	100%	
28	Drone / Film / Still Photography	\$201	36%	\$376	68%	\$552	100%	
29	<b>Signs</b> Temporary Signage Permit	\$54	59%	\$73	79%	\$92	100%	
30	Sign Permit	\$127	69%	\$155	84%	\$184	100%	
31	Sign Program Review (with ARC Review)	\$1,243	42%	\$2,094	71%	\$2,944	100%	
32	ARC Sign Design Review - Monument Signs and Sign Design	\$753	51%	\$1,112	76%	\$1,472	100%	
33	Sign Program Amendment	\$998	45%	\$1,603	73%	\$2,208	100%	

**Calculation of Estimated Cost of Service**

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
	<b>Subdivision / Tentative Parcel Map</b>					
34	Tentative Parcel Map (4 or less parcels / commercial)	23.0	x \$184 =	\$4,232	\$1,203	28%
35	Tentative Parcel Map Revision	17.0	x \$184 =	\$3,128	\$1,203	38%
	<b>Subdivision / Tentative Tract Map (5 or more parcels)</b>					
36	Up to 20 acres	42.0	x \$184 =	\$7,728	\$3,308	43%
37	More than 20 acres	64.0	x \$184 =	\$11,776	\$3,308	28%
38	Tentative Tract Map Revision	31.0	x \$184 =	\$5,704	\$3,308	58%
39	Tentative Condominium Map	42.0	x \$184 =	\$7,728	\$3,308	43%
	<b>Time Extensions</b>					
40	Staff Review	8.0	x \$184 =	\$1,472	\$0	0%
41	Planning Commission Review	12.0	x \$184 =	\$2,208	\$0	0%
42	City Council Review	16.0	x \$184 =	\$2,944	\$0	0%
	<b>General / Specific Plans</b>					
43	General Plan Amendment	64.0	x \$184 =	\$11,776	\$2,007	17%
44	General Plan Text Amendment	32.0	x \$184 =	\$5,888	\$125	2%
45	Zone Change	40.0	x \$184 =	\$7,360	\$2,007	27%
46	Zoning Text Amendment	40.0	x \$184 =	\$7,360	\$0	0%
47	Specific Plan	80.0	x \$184 =	\$14,720	\$0	0%
48	Specific Plan Amendment	40.0	x \$184 =	\$7,360	\$0	0%
	<b>Historic Preservation</b>					
49	Historical Landmark / District Designation	15.0	x \$184 =	\$2,760	\$0	0%
50	Mills Act	10.0	x \$184 =	\$1,840	\$318 application; \$1,000 contract initiation	varies
51	Certificate Of Appropriateness	4.0	x \$184 =	\$736	\$0	0%
	<b>Appeals</b>					
52	Appeal to Director of Development Services (per appeal)	6.0	x \$184 =	\$1,104	\$276	25%
53	Appeal to Planning Commission (per appeal)	12.0	x \$184 =	\$2,208	\$276	13%
54	Appeal to City Council (per appeal)	12.0	x \$184 =	\$2,208	\$276	13%

**Calculation of Estimated Cost of Service**

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
	<b>Subdivision / Tentative Parcel Map</b>							
34	Tentative Parcel Map (4 or less parcels / commercial)	\$2,213	52%	\$3,222	76%	\$4,232	100%	
35	Tentative Parcel Map Revision	\$1,845	59%	\$2,486	79%	\$3,128	100%	
	<b>Subdivision / Tentative Tract Map (5 or more parcels)</b>							
36	Up to 20 acres	\$4,781	62%	\$6,255	81%	\$7,728	100%	
37	More than 20 acres	\$6,131	52%	\$8,953	76%	\$11,776	100%	
38	Tentative Tract Map Revision	\$4,107	72%	\$4,905	86%	\$5,704	100%	
39	Tentative Condominium Map	\$4,781	62%	\$6,255	81%	\$7,728	100%	
	<b>Time Extensions</b>							
40	Staff Review	\$491	33%	\$981	67%	\$1,472	100%	
41	Planning Commission Review	\$736	33%	\$1,472	67%	\$2,208	100%	
42	City Council Review	\$981	33%	\$1,963	67%	\$2,944	100%	
	<b>General / Specific Plans</b>							
43	General Plan Amendment	\$5,263	45%	\$8,520	72%	\$11,776	100%	
44	General Plan Text Amendment	\$2,046	35%	\$3,967	67%	\$5,888	100%	
45	Zone Change	\$3,791	52%	\$5,576	76%	\$7,360	100%	
46	Zoning Text Amendment	\$2,453	33%	\$4,907	67%	\$7,360	100%	
47	Specific Plan	\$4,907	33%	\$9,813	67%	\$14,720	100%	
48	Specific Plan Amendment	\$2,453	33%	\$4,907	67%	\$7,360	100%	
	<b>Historic Preservation</b>							
49	Historical Landmark / District Designation	No Charge	0%	No Charge	0%	No Charge	0%	
50	Mills Act	\$318 application; \$1,000 contract initiation	100%	\$318 application; \$1,000 contract initiation	100%	\$318 application; \$1,000 contract initiation	100%	
51	Certificate Of Appropriateness	No Charge	0%	No Charge	0%	No Charge	0%	
	<b>Appeals</b>							
52	Appeal to Director of Development Services (per appeal)	\$276	25%	\$276	25%	\$276	25%	
53	Appeal to Planning Commission (per appeal)	\$276	13%	\$276	13%	\$276	13%	
54	Appeal to City Council (per appeal)	\$276	13%	\$276	13%	\$276	13%	

**Calculation of Estimated Cost of Service**

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
	<b>Zoning Plan Review</b>					
55	Alterations/Additions - Residential	1.0	x \$184	= \$184	\$0	0%
56	New Construction - Single Family Residential	1.5	x \$184	= \$276	\$0	0%
57	New Construction - 2-4 Residential Units	2.0	x \$184	= \$368	\$0	0%
58	New Construction - 5+ Residential Units	4.0	x \$184	= \$736	\$0	0%
59	New Construction - Non-Residential	3.0	x \$184	= \$552	\$0	0%
60	Alterations/Additions - Non-Residential	1.0	x \$184	= \$184	\$0	0%
	<b>Miscellaneous</b>					
61	Digitization Fee					
	a) 8.5 x 11 up to 11 x 17 per sheet				\$0.07	existing fee
	b) 24 x 36 per sheet (D, D, E & F)				\$0.80	existing fee
	c) Color photos up to 8.5 x 11				\$0.11	existing fee
62	Credit Card Transaction Processing Fee			3%	3%	existing fee
63	Annexation	180.0	x \$184	= \$33,120	varies	varies
64	Mailing / Noticing			\$450	\$0	0%
65	Street Name Change / Review	18.0	x \$184	= \$3,312	\$0	0%
66	Certificate of Use	1.0	x \$184	= \$184	\$35	19%
67	Home Occupation Permit					
	a) New	0.5	x \$184	= \$92	\$54	59%
	b) Renewal	0.5	x \$184	= \$92	\$29	32%
68	Zoning Letter	2.0	x \$184	= \$368	\$276	75%
69	Expedited Review Fee					
	<b>Regulatory Permit Review</b>					
70	Bingo License				\$50 plus 1% of gross receipts per month	n/a - not examined as part of study
71	Massage Establishment	2.0	x \$184	= \$368	\$225	61%
72	Valet Parking Permit					
	a) New	0.5	x \$144	= \$72	\$50	69%
	b) Renewal	0.5	x \$144	= \$72	\$25	35%
73	Entertainment Site Plan	2.0	x \$184	= \$368	\$0	0%

**Calculation of Estimated Cost of Service**

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
	<b>Zoning Plan Review</b>							
55	Alterations/Additions - Residential	\$61	33%	\$123	67%	\$184	100%	
56	New Construction - Single Family Residential	\$92	33%	\$184	67%	\$276	100%	
57	New Construction - 2-4 Residential Units	\$123	33%	\$245	67%	\$368	100%	
58	New Construction - 5+ Residential Units	\$245	33%	\$491	67%	\$736	100%	
59	New Construction - Non-Residential	\$184	33%	\$368	67%	\$552	100%	
60	Alterations/Additions - Non-Residential	\$61	33%	\$123	67%	\$184	100%	
	<b>Miscellaneous</b>							
61	Digitization Fee							
	a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		\$0.07		\$0.07		
	b) 24 x 36 per sheet (D, D, E & F)	\$0.80		\$0.80		\$0.80		
	c) Color photos up to 8.5 x 11	\$0.11		\$0.11		\$0.11		
62	Credit Card Transaction Processing Fee	3%		3%		3%	100%	
63	Annexation	Actual Cost w/ \$25,000 initial deposit	100%	Actual Cost w/ \$25,000 initial deposit	100%	Actual Cost w/ \$25,000 initial deposit	100%	
64	Mailing / Noticing	\$150	33%	\$300	67%	\$450	100%	
65	Street Name Change / Review	\$1,104	33%	\$2,208	67%	\$3,312	100%	
66	Certificate of Use	\$85	46%	\$134	73%	\$184	100%	
67	Home Occupation Permit							
	a) New	\$67	72%	\$79	86%	\$92	100%	
	b) Renewal	\$50	54%	\$71	77%	\$92	100%	
68	Zoning Letter	\$307	83%	\$337	92%	\$368	100%	
69	Expedited Review Fee	1.5x standard fee		1.5x standard fee		1.5x standard fee		[d]
	<b>Regulatory Permit Review</b>							
70	Bingo License	\$50 plus 1% of gross receipts per month	n/a - not examined as part of study	\$50 plus 1% of gross receipts per month	n/a - not examined as part of study	\$50 plus 1% of gross receipts per month	n/a - not examined as part of study	
71	Massage Establishment	\$273	74%	\$320	87%	\$368	100%	
72	Valet Parking Permit							
	a) New	\$57	80%	\$65	90%	\$72	100%	
	b) Renewal	\$41	56%	\$56	78%	\$72	100%	
73	Entertainment Site Plan	\$123	33%	\$245	67%	\$368	100%	

**Calculation of Estimated Cost of Service**

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
	<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>					
74	Planning (per hour)		\$184		varies	varies
75	Code Enforcement (per hour)		\$144		varies	varies
76	City Attorney or Other Legal Review		Actual Cost		varies	varies
77	Outside Service Providers		Actual Cost		varies	varies

\* Any reference to acreage in the fees listed above should be interpreted as gross acres.

[a] Minor temporary use permit: indoor event; outdoor event with tents less 400 SF, no generators, or external electrical supply required; small-scale entertainment or amplified sound; pre-prepared food and packaged snacks and/or 1-2 food trucks; foldable and/or light-weight outdoor furniture; events with fewer than 100 project attendees.

[b] Major temporary use permit: pyrotechnics and/or special effects display; fireworks permit; valet service required; live entertainment with amplified sound that requires a stage and seating/bleachers; road closures or substantial parking lot space occupied; large-scale food; City-owned property; events with 3+ vendors.

[c] Fish and Wildlife recordation fees shall be paid separately.

[d] Request for expedited service is subject to Development Services Department Director approval. It is dependent on staff availability and workload.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided.

**Calculation of Estimated Cost of Service**

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Note
	<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>							
74	Planning (per hour)	\$184	100%	\$184	100%	\$184	100%	
75	Code Enforcement (per hour)	\$144	100%	\$144	100%	\$144	100%	
76	City Attorney or Other Legal Review	100% pass-through of actual cost	100%	100% pass-through of actual cost	100%	100% pass-through of actual cost	100%	
77	Outside Service Providers	100% pass-through of actual cost	100%	100% pass-through of actual cost	100%	100% pass-through of actual cost	100%	

\* Any reference to acreage in the fees listed above should be interpreted as gross acres.

[a] Minor temporary use permit: indoor event; outdoor event with tents less 400 SF, no generators, or external electrical supply required; small-scale entertainment or amplified sound; pre-prepared food and packaged snacks and/or 1-2 food trucks; foldable and/or light-weight outdoor furniture; events with fewer than 100 project attendees.

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Service times are based on the typical level of effort associated with permit issuance, plan review, and permit inspection for the various fee-related services provided.



**User and Regulatory Fees**

*Cost of Service Calculations*

*Engineering and Encroachment Permitting*

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Annual Labor Effort - Engineering

Position	FTE	Alloc to Engineering	Alloc to All Other	Total Hours Per FTE	Less: Holiday & Leave	Hours Per FTE	Productive Hours	Indirect	Direct	Total	Indirect Hours	Total Direct Hours	Total Hours	Notes	
Director of Development Services	1.00	0.10	0.90	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[c]	
Deputy Director of Development	1.00	0.25	0.75	2,080	216	1,864	1,864	75%	25%	100%	1,398	466	1,864	[a];[c]	
Administrative Assistant	1.00	0.20	0.80	2,080	216	1,864	1,864	100%	0%	100%	1,864	-	1,864	[a];[c]	
Principal Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Senior Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Associate Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Assistant Planner	1.00	-	1.00	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Land Development Technician	1.00	1.00	-	2,080	216	1,864	1,864	25%	75%	100%	466	1,398	1,864	[a];[c]	
Management Specialist I/II	1.00	0.20	0.80	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[a];[c]	
Management Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	50%	50%	100%	932	932	1,864	[b];[c]	
Permit Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[c]	
Permit Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[c]	
Permit Specialist I/II	1.00	0.10	0.90	2,080	216	1,864	1,864	20%	80%	100%	373	1,491	1,864	[b];[c]	
<b>Total</b>	<b>14.00</b>	<b>2.25</b>	<b>11.75</b>				<b>26,096</b>				<b>10,345</b>	<b>15,751</b>	<b>26,096</b>		
<b>Total</b>			<b>16%</b>	<b>84%</b>								<b>40%</b>	<b>60%</b>	<b>100%</b>	

Position	Indirect Engineering	Indirect All Other	Total Indirect	Direct Engineering	Direct All Other	Total Direct
Director of Development Services	140	1,258	1,398	47	419	466
Deputy Director of Development	350	1,049	1,398	117	350	466
Administrative Assistant	373	1,491	1,864	0	0	0
Principal Planner	0	466	466	0	1,398	1,398
Senior Planner	0	466	466	0	1,398	1,398
Associate Planner	0	466	466	0	1,398	1,398
Assistant Planner	0	466	466	0	1,398	1,398
Land Development Technician	466	0	466	1,398	0	1,398
Management Specialist I/II	186	746	932	186	746	932
Management Specialist I/II	93	839	932	93	839	932
Permit Specialist I/II	37	336	373	149	1,342	1,491
Permit Specialist I/II	37	336	373	149	1,342	1,491
Permit Specialist I/II	37	336	373	149	1,342	1,491
<b>Total</b>	<b>1,757</b>	<b>8,588</b>	<b>10,345</b>	<b>2,437</b>	<b>13,314</b>	<b>15,751</b>

[a] See separate worksheet labeled "Allocation of Divisional Labor - Community Development / Planning / Engineering".

[b] See separate worksheet labeled "Allocation of Divisional Labor - Permit Center".

[c] Direct/Indirect hours based on interviews with department staff.

**Cost of Service**

Description	Total	Adjustment	Total
Community Development /Planning /Eng'r Div	\$ 2,693,078	\$ (1,000)	\$ 2,692,078
Permit Center Div	\$ 589,439	\$ -	\$ 589,439
<b>Total</b>	<b>\$ 3,282,517</b>	<b>\$ (1,000)</b>	<b>\$ 3,281,517</b>

Allocation to Engineering	Allocation to All Other	Total	Notes
\$ 908,635	\$ 1,783,443	\$ 2,692,078	[a]
\$ 58,944	\$ 530,495	\$ 589,439	[b]
\$ 967,579	\$ 2,313,938	\$ 3,281,517	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation
Allocation of Citywide Overhead	25%	\$ 3,281,517	\$ 820,379

Allocation to Engineering	Allocation to All Other	Total	Notes
\$ 241,895	\$ 578,484	\$ 820,379	[c]

**Total Engineering Expenses**

Description	Total	Notes
<b>Total</b>	<b>\$ 1,209,474</b>	

**Expenses for Use In Hourly Rate Calculation - CD Admin / Planning / Engineering**

Description	Assigned to Engineering	Adjustments	Total	Notes
Salaries-Full Time	\$ 205,566	\$ -	\$ 205,566	
Salaries-Overtime	\$ 909	\$ -	\$ 909	
Retirement Contribution	\$ 27,178	\$ -	\$ 27,178	
Medicare Contrib-Employer	\$ 2,981	\$ -	\$ 2,981	
Retiree Health	\$ 3,025	\$ -	\$ 3,025	
Ins Prem - Long Term Disab.	\$ 1,016	\$ -	\$ 1,016	
Ins Prem - Health	\$ 33,335	\$ -	\$ 33,335	
Ins Prem - Dental/Vision	\$ 3,152	\$ -	\$ 3,152	
Ins Prem - Life	\$ 347	\$ -	\$ 347	
Workers' Compensation	\$ 7,275	\$ -	\$ 7,275	
Office Supplies	\$ 546	\$ -	\$ 546	
Small Tools/Equipment	\$ -	\$ -	\$ -	
Prof-Temporary Part-Time	\$ 1,819	\$ -	\$ 1,819	
Prof-Planners	\$ -	\$ -	\$ -	
Prof-Architectural/Eng	\$ 600,000	\$ -	\$ 600,000	
Community Recognition	\$ -	\$ -	\$ -	
Prof-Other	\$ -	\$ -	\$ -	
Mileage Reimbursement	\$ 455	\$ -	\$ 455	
Conf - Seminars - Workshops	\$ 5,847	\$ -	\$ 5,847	
Local Meetings	\$ 1,364	\$ -	\$ 1,364	
R/M-Office Equipment	\$ -	\$ -	\$ -	
Printing / Duplication	\$ 1,455	\$ -	\$ 1,455	
Subscriptions / Publication	\$ 182	\$ -	\$ 182	
Dues	\$ 1,091	\$ -	\$ 1,091	
Filing Fees	\$ 182	\$ -	\$ 182	
Telephones	\$ 4,547	\$ -	\$ 4,547	
Postage & Freight	\$ 1,819	\$ -	\$ 1,819	
Cap-Office Equipment	\$ 4,547	\$ -	\$ 4,547	
Machinery & Equipment	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 908,635</b>	<b>\$ -</b>	<b>\$ 908,635</b>	

**Expenses for Use In Hourly Rate Calculation - Permit Center**

Description	Assigned to Engineering	Adjustments	Total	Notes
Salaries-Full Time	\$ 38,530	\$ -	\$ 38,530	
Salaries-Overtime	\$ 50	\$ -	\$ 50	
Retirement Contribution	\$ 5,098	\$ -	\$ 5,098	
Medicare Contrib-Employer	\$ 559	\$ -	\$ 559	
Retiree Health	\$ 794	\$ -	\$ 794	
Ins Prem - Long Term Disab.	\$ 191	\$ -	\$ 191	
Ins Prem - Health	\$ 8,961	\$ -	\$ 8,961	
Ins Prem - Dental/Vision	\$ 891	\$ -	\$ 891	
Ins Prem - Life	\$ 65	\$ -	\$ 65	
Workers' Compensation	\$ -	\$ -	\$ -	
Office Supplies	\$ 300	\$ -	\$ 300	
Uniforms	\$ 50	\$ -	\$ 50	
Prof-Other	\$ 2,200	\$ -	\$ 2,200	
Mileage Reimbursement	\$ 80	\$ -	\$ 80	
Conf - Seminars - Workshops	\$ 940	\$ -	\$ 940	
Local Meetings	\$ -	\$ -	\$ -	
Dues	\$ 85	\$ -	\$ 85	
Telephones	\$ 150	\$ -	\$ 150	
Postage & Freight	\$ -	\$ -	\$ -	
<b>Subtotal</b>	<b>\$ 58,944</b>	<b>\$ -</b>	<b>\$ 58,944</b>	

**Allocation of Central Services**

Description	Est C'wide Indirect Rate	Modified Expenses	Citywide Overhead Allocation	Notes
Allocation of Citywide Overhead	25%	\$ 967,579	\$ 241,895	[c]

**Expenses for Hourly Rate Calculation**

Description	Total	Notes
Total	\$ 1,209,474	

**Allocation of Annual Labor Effort**

Description	Total	Total	Notes
General Admin; Mgmt; Policies; Procedures; Commission Support	16%	\$193,516	[e]
Certification and Training	2%	\$24,189	[e]
Public Information and Assistance	17%	\$205,611	[e]
CIP / Public Works / Traffic	50%	\$604,737	[e]
Land Development	50%	\$604,737	[e]
<b>Total</b>	<b>135%</b>	<b>\$1,632,790</b>	

**Allocation of Annual Costs to Core Service Areas**

Description	Total	Total	Notes
CIP / Public Works / Traffic	50%	\$604,737	
Land Development	50%	\$604,737	
<b>Total</b>	<b>100%</b>	<b>\$1,209,474</b>	

**Calculation of Fully-Burdened Hourly Rate**

Description	Total	Note
Total Costs	\$ 1,209,474	
Direct Hours - In House	2,437	[f]
Direct Hours - Contract	<u>3,243</u>	[g]
Total Direct Hours	5,680	[f];[g]
<b>Fully-Burdened Hourly Rate</b>	<b>\$213</b>	

**Revenue Summary**

Acct Desc	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Actual	FY 23/24 Actual	5-Yr Avg	FY 24/25 Budget
3166500 - Job Valuation Insp Fee	\$21,846	\$25,445	\$44,032	\$45,187	\$48,642	\$37,031	\$106,500
3221200 - Grading Permits	\$29,799	\$13,997	\$15,345	\$15,717	\$11,253	\$17,222	\$11,000
3221500 - ROW Encroachment Permits	\$54,447	\$46,517	\$166,789	\$226,113	\$85,406	\$115,854	\$85,500
	<b>\$106,092</b>	<b>\$85,959</b>	<b>\$226,166</b>	<b>\$287,017</b>	<b>\$145,301</b>	<b>\$170,107</b>	<b>\$203,000</b>

**Cost Recovery**

Description	Total
Revenue	\$170,107
Expenditures	\$604,737
Cost Recovery Rate	28%
General Fund Subsidy	\$434,630

[a] See separate worksheet labeled "Allocation of Divisional Expenses - Community Development / Planning / Engineering".

[b] See separate worksheet labeled "Allocation of Divisional Expenses - Permit Center".

[c] See separate worksheet labeled "Citywide Overhead (for Fee Study)".

[d] Adjustment for hourly rate calculation only. Hourly rate calculation is based on in-house employee costs.

[e] Amount intended to serve as reasonable allocation over a multi-year period. Amount will vary from year to year.

[f] See separate worksheet labeled "Allocation of Annual Labor Effort - Planning".

[g] Majority of City Engineering services are performed via contract service agreement. Analysis assumes \$185 hourly rate for contract services and 100% direct allocation.

## City of Palm Desert

## User and Regulatory Fee Study

## Engineering Fees

## Calculation of Estimated Cost of Service

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
1	<b>Land Subdivision</b>					
1	Parcel Map:					
	a) Final Parcel Map					
	i) Base Fee	8.00	x \$213 =	\$1,704	\$1,253	74%
	ii) Plus, Fee for Each Numbered Lot	1.00	x \$213 =	\$213	\$125	59%
	b) Final Parcel Map - Amendment					
	i) Base Fee	4.00	x \$213 =	\$852	\$155	18%
	ii) Plus, Fee for Each Affected Lot	1.00	x \$213 =	\$213	\$0	0%
	c) Substantial Conformance Review	8.00	x \$213 =	\$1,704	\$1,628	96%
2	Tract Map:					
	a) Final Tract Map					
	i) Base Fee	8.00	x \$213 =	\$1,704	\$1,253	74%
	ii) Plus, Fee for Each Numbered Lot	0.50	x \$213 =	\$107	\$125	117%
	b) Final Tract Map - Amendment					
	i) Base Fee	8.00	x \$213 =	\$1,704	\$155	9%
	ii) Plus, Fee for Each Affected Lot	0.50	x \$213 =	\$107	\$0	0%
	c) Substantial Conformance Review	12.00	x \$213 =	\$2,556	\$5,003	196%
3	Reversion to Acreage:					
	a) Initial Sheet	6.00	x \$213 =	\$1,278	\$0	0%
	b) Each Additional Sheet	3.00	x \$213 =	\$639	\$0	0%
4	<b>Lot Line Adjustment/Parcel Merger</b>					
	a) Lot Line Adjustment	15.50	x \$213 =	\$3,302	\$810	25%
	b) Parcel Merger	15.50	x \$213 =	\$3,302	\$810	25%
5	<b>Street Dedication/Vacation</b>					
	a) Land Action Documents (ROW/Easements/Grant Deeds)	8.00	x \$213 =	\$1,704	\$468	27%
	b) Vacation of Street/Public ROW	16.00	x \$213 =	\$3,408	\$1,496	44%
6	<b>Land Survey</b>					
	a) Record of Survey	5.75	x \$213 =	\$1,225	\$0	0%
	b) Certificate of Correction	5.75	x \$213 =	\$1,225	\$0	0%

## City of Palm Desert

## User and Regulatory Fee Study

## Engineering Fees

## Calculation of Estimated Cost of Service

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
1	<b>Land Subdivision</b>								
1	Parcel Map:								
	a) Final Parcel Map								
	i) Base Fee	\$1,403	82%	\$1,554	91%	\$1,704	100%	per map	
	ii) Plus, Fee for Each Numbered Lot	\$154	72%	\$184	86%	\$213	100%	per lot	
	b) Final Parcel Map - Amendment								
	i) Base Fee	\$387	45%	\$620	73%	\$852	100%	per map	
	ii) Plus, Fee for Each Affected Lot	\$71	33%	\$142	67%	\$213	100%	per lot	
	c) Substantial Conformance Review	\$1,653	97%	\$1,679	99%	\$1,704	100%	each	
2	Tract Map:								
	a) Final Tract Map								
	i) Base Fee	\$1,403	82%	\$1,554	91%	\$1,704	100%	per map	
	ii) Plus, Fee for Each Numbered Lot	\$107	100%	\$107	100%	\$107	100%	per lot	
	b) Final Tract Map - Amendment								
	i) Base Fee	\$671	39%	\$1,188	70%	\$1,704	100%	per map	
	ii) Plus, Fee for Each Affected Lot	\$36	33%	\$71	67%	\$107	100%	per lot	
	c) Substantial Conformance Review	\$2,556	100%	\$2,556	100%	\$2,556	100%	each	
3	Reversion to Acreage:								
	a) Initial Sheet	\$426	33%	\$852	67%	\$1,278	100%	per sheet	
	b) Each Additional Sheet	\$213	33%	\$426	67%	\$639	100%	per sheet	
4	<b>Lot Line Adjustment/Parcel Merger</b>								
	a) Lot Line Adjustment	\$1,641	50%	\$2,471	75%	\$3,302	100%	per request	
	b) Parcel Merger	\$1,641	50%	\$2,471	75%	\$3,302	100%	per request	
5	<b>Street Dedication/Vacation</b>								
	a) Land Action Documents (ROW/Easements/Grant Deeds)	\$880	52%	\$1,292	76%	\$1,704	100%	per request	
	b) Vacation of Street/Public ROW	\$2,133	63%	\$2,771	81%	\$3,408	100%	per request	
6	<b>Land Survey</b>								
	a) Record of Survey	\$408	33%	\$817	67%	\$1,225	100%	per request	
	b) Certificate of Correction	\$408	33%	\$817	67%	\$1,225	100%	per request	

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
7	<b>Grading / Project Improvements</b>					
	Plan Review (First 3 Reviews):					
	a) Rough Grading					
	i) Initial Sheet	8.00	x \$213 =	\$1,704	\$853	50%
	ii) Each Additional Sheet	4.00	x \$213 =	\$852	\$310	36%
	iii) Revisions - Initial Sheet	4.00	x \$213 =	\$852	\$155	18%
	iv) Revisions - Each Additional Sheet	2.00	x \$213 =	\$426	\$0	0%
	b) Precise Grading - Commercial					
	i) Initial Sheet	8.00	x \$213 =	\$1,704	\$853	50%
	ii) Each Additional Sheet	6.00	x \$213 =	\$1,278	\$0	0%
	iii) Revisions - Initial Sheet	6.00	x \$213 =	\$1,278	\$0	0%
	iv) Revisions - Each Additional Sheet	2.00	x \$213 =	\$426	\$0	0%
	c) Precise Grading - Tract Homes					
	i) Initial Sheet	8.00	x \$213 =	\$1,704	\$1,628	96%
	ii) Each Lot	0.50	x \$213 =	\$107	\$78	73%
	iii) Revisions - Initial Sheet	4.00	x \$213 =	\$852	\$155	18%
	iv) Revisions - Each Additional Sheet	1.00	x \$213 =	\$213	\$0	0%
	d) Precise Grading - Custom Home					
	i) Initial	7.75	x \$213 =	\$1,651	\$698	42%
	ii) Revision	4.00	x \$213 =	\$852	\$0	0%
	e) PM10					
	i) Initial Report	3.00	x \$213 =	\$639	\$78	12%
	ii) Revisions - per report	1.00	x \$213 =	\$213	\$0	0%
	f) Street Improvements					
	i) Initial Sheet	8.00	x \$213 =	\$1,704	varies	varies
	ii) Each Additional Sheet	5.00	x \$213 =	\$1,065	varies	varies
	iii) Revisions - Initial Sheet	6.00	x \$213 =	\$1,278	\$155	12%
	iv) Revisions - Each Additional Sheet	3.00	x \$213 =	\$639	\$0	0%
	g) Storm Drain					
	i) Initial Sheet	10.00	x \$213 =	\$2,130	varies	varies
	ii) Each Additional Sheet	7.00	x \$213 =	\$1,491	varies	varies
	iii) Revisions - Initial Sheet	6.00	x \$213 =	\$1,278	\$155	12%
	iv) Revisions - Each Additional Sheet	3.00	x \$213 =	\$639	\$0	0%
	h) Signing and Striping					
	i) Initial Sheet	8.25	x \$213 =	\$1,757	\$1,110	63%
	ii) Each Additional Sheet	4.00	x \$213 =	\$852	\$0	0%
	iii) Revisions - Initial Sheet	4.00	x \$213 =	\$852	\$155	18%
	iv) Revisions - Each Additional Sheet	2.00	x \$213 =	\$426	\$0	0%

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
7	<b>Grading / Project Improvements</b>								
	Plan Review (First 3 Reviews):								
	a) Rough Grading								
	i) Initial Sheet	\$1,137	67%	\$1,420	83%	\$1,704	100%	per sheet	
	ii) Each Additional Sheet	\$491	58%	\$671	79%	\$852	100%	per sheet	
	iii) Revisions - Initial Sheet	\$387	45%	\$620	73%	\$852	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$142	33%	\$284	67%	\$426	100%	per sheet	
	b) Precise Grading - Commercial								
	i) Initial Sheet	\$1,137	67%	\$1,420	83%	\$1,704	100%	per sheet	
	ii) Each Additional Sheet	\$426	33%	\$852	67%	\$1,278	100%	per sheet	
	iii) Revisions - Initial Sheet	\$426	33%	\$852	67%	\$1,278	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$142	33%	\$284	67%	\$426	100%	per sheet	
	c) Precise Grading - Tract Homes								
	i) Initial Sheet	\$1,653	97%	\$1,679	99%	\$1,704	100%	per sheet	
	ii) Each Lot	\$88	82%	\$97	91%	\$107	100%	per lot	
	iii) Revisions - Initial Sheet	\$387	45%	\$620	73%	\$852	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$71	33%	\$142	67%	\$213	100%	per sheet	
	d) Precise Grading - Custom Home								
	i) Initial	\$1,016	62%	\$1,333	81%	\$1,651	100%	per lot	
	ii) Revision	\$284	33%	\$568	67%	\$852	100%	per lot	
	e) PM10								
	i) Initial Report	\$265	41%	\$452	71%	\$639	100%	per report	
	ii) Revisions - per report	\$71	33%	\$142	67%	\$213	100%	per report	
	f) Street Improvements								
	i) Initial Sheet	\$1,704	100%	\$1,704	100%	\$1,704	100%	per sheet	
	ii) Each Additional Sheet	\$1,065	100%	\$1,065	100%	\$1,065	100%	per sheet	
	iii) Revisions - Initial Sheet	\$529	41%	\$904	71%	\$1,278	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$213	33%	\$426	67%	\$639	100%	per sheet	
	g) Storm Drain								
	i) Initial Sheet	\$2,130	100%	\$2,130	100%	\$2,130	100%	per sheet	
	ii) Each Additional Sheet	\$1,491	100%	\$1,491	100%	\$1,491	100%	per sheet	
	iii) Revisions - Initial Sheet	\$529	41%	\$904	71%	\$1,278	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$213	33%	\$426	67%	\$639	100%	per sheet	
	h) Signing and Striping								
	i) Initial Sheet	\$1,326	75%	\$1,542	88%	\$1,757	100%	per sheet	
	ii) Each Additional Sheet	\$284	33%	\$568	67%	\$852	100%	per sheet	
	iii) Revisions - Initial Sheet	\$387	45%	\$620	73%	\$852	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$142	33%	\$284	67%	\$426	100%	per sheet	

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
	i) Traffic Signal					
	i) Initial Sheet	8.00	x \$213 =	\$1,704	\$1,480	87%
	ii) Each Additional Sheet	5.00	x \$213 =	\$1,065	\$0	0%
	iii) Revisions - Initial Sheet	5.75	x \$213 =	\$1,225	\$155	13%
	iv) Revisions - Each Additional Sheet	4.00	x \$213 =	\$852	\$0	0%
	j) Traffic Control Plan	0.17	x \$213 =	\$36	\$159	448%
	k) Record Drawings/As Built Review					
	i) Initial Sheet	2.00	x \$213 =	\$426	\$0	0%
	ii) Each Additional Sheet	0.50	x \$213 =	\$107	\$0	0%
	l) Hydrology Report					
	i) Initial Report	10.00	x \$213 =	\$2,130	\$742	35%
	ii) Revisions	5.00	x \$213 =	\$1,065	\$155	15%
	m) Traffic Study	8.50	x \$213 =	\$1,811	\$0	0%
	n) WQMP Report					
	i) With Prior Entitlement	7.00	x \$213 =	\$1,491	\$3,700	248%
	ii) Without Prior Entitlement	18.00	x \$213 =	\$3,834	\$3,700	97%
	iii) Revisions	4.00	x \$213 =	\$852	\$155	18%
	o) SWPPP / Erosion Control					
	i) Initial Plan	8.00	x \$213 =	\$1,704	\$176	10%
	ii) Revisions	3.25	x \$213 =	\$692	\$155	22%
	p) Public Sewer and/or Water Only					
	i) Initial Sheet	1.00	x \$213 =	\$213	\$0	0%
	ii) Each Additional Sheet	0.50	x \$213 =	\$107	\$0	0%
	iii) Revisions - Initial Sheet	0.00	x \$213 =	\$0	\$0	0%
	iv) Revisions - Each Additional Sheet	0.00	x \$213 =	\$0	\$0	0%
8	Plan Review (>3 Reviews)	1.00	x \$213 =	\$213	\$0	0%
9	Expedited Plan Review Fee					

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
	i) Traffic Signal								
	i) Initial Sheet	\$1,555	91%	\$1,629	96%	\$1,704	100%	per sheet	
	ii) Each Additional Sheet	\$355	33%	\$710	67%	\$1,065	100%	per sheet	
	iii) Revisions - Initial Sheet	\$512	42%	\$868	71%	\$1,225	100%	per sheet	
	iv) Revisions - Each Additional Sheet	\$284	33%	\$568	67%	\$852	100%	per sheet	
	j) Traffic Control Plan	\$36	100%	\$36	100%	\$36	100%	per sheet	
	k) Record Drawings/As Built Review								
	i) Initial Sheet	\$142	33%	\$284	67%	\$426	100%	per sheet	
	ii) Each Additional Sheet	\$36	33%	\$71	67%	\$107	100%	per sheet	
	l) Hydrology Report								
	i) Initial Report	\$1,205	57%	\$1,667	78%	\$2,130	100%	per report	
	ii) Revisions	\$458	43%	\$762	72%	\$1,065	100%	per report	
	m) Traffic Study	\$604	33%	\$1,207	67%	\$1,811	100%	per study	
	n) WQMP Report								
	i) With Prior Entitlement	\$1,491	100%	\$1,491	100%	\$1,491	100%	per report	
	ii) Without Prior Entitlement	\$3,745	98%	\$3,789	99%	\$3,834	100%	per report	
	iii) Revisions	\$387	45%	\$620	73%	\$852	100%	per report	
	o) SWPPP / Erosion Control								
	i) Initial Plan	\$685	40%	\$1,195	70%	\$1,704	100%	per plan	
	ii) Revisions	\$334	48%	\$513	74%	\$692	100%	per plan	
	p) Public Sewer and/or Water Only								
	i) Initial Sheet	\$71	33%	\$142	67%	\$213	100%	per sheet	
	ii) Each Additional Sheet	\$36	33%	\$71	67%	\$107	100%	per sheet	
	iii) Revisions - Initial Sheet	\$0	#DIV/0!	\$0	#DIV/0!	\$0	0%	per sheet	
	iv) Revisions - Each Additional Sheet	\$0	#DIV/0!	\$0	#DIV/0!	\$0	0%	per sheet	
8	Plan Review (>3 Reviews)	\$213	100%	\$213	100%	\$213	100%	per hour	
9	Expedited Plan Review Fee	1.5x standard fee		1.5x standard fee		1.5x standard fee			[a]

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
10	<b>Grading Permit / PM10</b> Permit Processing / Renew Expired Permit	1.50	x \$213 =	\$320	\$92	29%
11	Clear and Grub Permit	1.50	x \$213 =	\$320	\$0	0%
12	Grading Permit a) Rough Grading including PM10 and SWPPP				varies	varies
	b) Precise Grading including PM10 and SWPPP				varies	varies
	c) Single Family Residential Final Grading	1.50	x \$213 =	\$320	\$159	50%
13	PM10					
	<b>Encroachment and Project Improvement Inspection Permits</b>					
14	Project Improvement Permit Inspections a) Street Inspection Fee: On-Site and Off-Site Improvements (Includes Signing & Striping)				varies	varies
	b) Storm Drain Inspection Fee: On-Site and Off-Site Improvements				varies	varies
	c) Traffic Signal Inspection Fee				varies	varies
	d) Landscape Inspection i) Offsite				varies	varies
	ii) Onsite a) Residential (Each Lot)	0.50	\$213 =	\$107	\$184	173%
	b) Non-Residential (Each Commercial or Common Area)	1.00	\$213 =	\$213	\$368	173%
	e) Survey Monument	1.00	x \$213 =	\$213	\$0	0%
15	Encroachment Permit Processing / Renew Expired Permit	0.50	x \$213 =	\$107	\$92	86%
16	Encroachment Permit Inspections a) Curb and Gutter (per 100 LF)	1.00	\$213	\$213	varies	varies
	b) Driveway Approach i) Residential	1.00	\$213	\$213	\$159	75%
	ii) Commercial	2.00	\$213	\$426	\$318	75%
	c) Excavation / Boring (per 100 LF)	4.00	\$213	\$852	varies	varies
	d) Traffic Control Plan Review and Inspection (PW Only)	1.00	x \$213 =	\$213	\$159	75%
	e) Utility Cut	1.00	x \$213 =	\$213	\$159	75%

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
10	<b>Grading Permit / PM10</b> Permit Processing / Renew Expired Permit	\$168	53%	\$244	76%	\$320	100%	each	
11	Clear and Grub Permit	\$107	33%	\$213	67%	\$320	100%	each	
12	Grading Permit a) Rough Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
	b) Precise Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
	c) Single Family Residential Final Grading	\$213	67%	\$266	83%	\$320	100%	per lot	
13	PM10	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
<b>Encroachment and Project Improvement Inspection Permits</b>									
14	Project Improvement Permit Inspections a) Street Inspection Fee: On-Site and Off-Site Improvements (Includes Signing & Striping)	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
	b) Storm Drain Inspection Fee: On-Site and Off-Site Improvements	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
	c) Traffic Signal Inspection Fee	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
	d) Landscape Inspection i) Offsite	\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation		\$500 base fee + 2% x Valuation			
	ii) Onsite a) Residential (Each Lot)	\$107	100%	\$107	100%	\$107	100%	Each Lot	
	b) Non-Residential (Each Commercial or Common Area)	\$213	100%	\$213	100%	\$213	100%	Each Commercial or Common Area	
	e) Survey Monument	\$71	33%	\$142	67%	\$213	100%	Per Lot	
15	Encroachment Permit Processing / Renew Expired Permit	\$97	91%	\$102	95%	\$107	100%	each	
16	Encroachment Permit Inspections a) Curb and Gutter (per 100 LF)	\$213	100%	\$213	100%	\$213	100%	per 100 LF	
	b) Driveway Approach i) Residential	\$177	83%	\$195	92%	\$213	100%	per approach	
	ii) Commercial	\$354	83%	\$390	92%	\$426	100%	per approach	
	c) Excavation / Boring (per 100 LF)	\$852	100%	\$852	100%	\$852	100%	per 100 LF	
	d) Traffic Control Plan Review and Inspection (PW Only)	\$177	83%	\$195	92%	\$213	100%	per day	
	e) Utility Cut	\$177	83%	\$195	92%	\$213	100%	per location	

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
17	<b>Research/Administrative</b>					
	a) Bond Reduction Request (per bond)	10.00	x \$213	= \$2,130	\$0	0%
	b) Final Inspection/Acceptance (per bond/deposit)	14.00	x \$213	= \$2,982	\$0	0%
	c) Monumentation Release	3.00	x \$213	= \$639	\$0	0%
	d) Subdivision Improvement Agreement (SIA)	4.00	x \$213	= \$852	\$0	0%
	e) SIA - Time Extension	4.00	x \$213	= \$852	\$0	0%
	f) Assignment & Assumptions Agreement	8.00	x \$213	= \$1,704	\$0	0%
	g) Flood Plain Research/FEMA App	4.00	x \$213	= \$852	\$0	0%
	<b>Reactivation of Permit</b>					
18	Reactivation of an Expired Permit					
	<b>Technology Enhancement Fee</b>					
19	Technology Enhancement Fee (percent of permit)			7%	0%	0%
20	<b>Transportation Permit</b>					
	a) Annual					
	b) Single Event					
21	<b>Community Garden</b>					
	a) Community Garden - Application	1.00	x \$213	= \$213	varies	varies
	b) Re-key Fee				varies	varies
22	<b>Self Hauler/Back Hauler</b>					
	a) Initial	0.50	x \$213	= \$107	varies	varies
	b) Renewal	0.50	x \$213	= \$107	varies	varies
	<b>Pod/Dumpster</b>					
23	Pod/Dumpster	1.00	x \$213	= \$213	varies	varies

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
17	<b>Research/Administrative</b>								
	a) Bond Reduction Request (per bond)	\$710	33%	\$1,420	67%	\$2,130	100%		
	b) Final Inspection/Acceptance (per bond/deposit)	\$994	33%	\$1,988	67%	\$2,982	100%		
	c) Monumentation Release	\$213	33%	\$426	67%	\$639	100%		
	d) Subdivision Improvement Agreement (SIA)	\$284	33%	\$568	67%	\$852	100%	per request	
	e) SIA - Time Extension	\$284	33%	\$568	67%	\$852	100%	per request	
	f) Assignment & Assumptions Agreement	\$568	33%	\$1,136	67%	\$1,704	100%	per request	
	g) Flood Plain Research/FEMA App	\$284	33%	\$568	67%	\$852	100%	per request	
	<b>Reactivation of Permit</b>								
18	Reactivation of an Expired Permit	50% of Permit Fee		50% of Permit Fee		50% of Permit Fee			
	<b>Technology Enhancement Fee</b>								
19	Technology Enhancement Fee (percent of permit)	5%	72%	5%	72%	5%	72%		
20	<b>Transportation Permit</b>								
	a) Annual	\$90		\$90		\$90		each	
	b) Single Event	\$16		\$16		\$16		each	
21	<b>Community Garden</b>								
	a) Community Garden - Application	\$50	23%	\$50	23%	\$50	23%	each	
	b) Re-key Fee	\$10		\$10		\$10		each	
22	<b>Self Hauler/Back Hauler</b>								
	a) Initial	\$80	75%	\$80	75%	\$80	75%	each	
	b) Renewal	\$80	75%	\$80	75%	\$80	75%	each	
23	<b>Pod/Dumpster</b>								
	Pod/Dumpster	\$213	100%	\$213	100%	\$213	100%		

Fee Description		Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
24	<b>Credit Card Transaction Processing Fee</b> Credit Card Transaction Processing Fee			3%	3%	existing fee
25	<b>Other</b> Digitization Fee a) 8.5 x 11 up to 11 x 17 per sheet b) 24 x 36 per sheet (D, D, E & F) c) Color photos up to 8.5 x 11				\$0.07 \$0.80 \$0.11	existing fee existing fee existing fee
26	Excess Plan Review Fee (4th and subsequent)	1.00	x \$213 =	\$213	varies	varies
27	After Hours Inspection (per hour) (2-hour minimum)	1.00	x \$256 =	\$256	varies	varies
28	Re-inspection Fee (2nd Time or More) (each)	0.50	x \$213 =	\$107	varies	varies
29	Missed inspection Fee	0.50	x \$213 =	\$107	varies	varies
30	Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	0.50	x \$213 =	\$107	varies	varies
31	<b>Refunds</b> a) Refunds for Plan Checks i) If plan check has not begun ii) If 1st plan check has begun iii) If 2nd plan check has begun iv) Past 2nd plan check  b) Refunds for Permits - Permit issued and no work has commenced					
32	<b>Hourly Rate for Services Not Identified Elsewhere in this</b> Development Engineering and Encroachment Personnel (per hour)	1.00	x \$213 =	\$213	varies	varies
33	City Attorney or Other Legal Review					
34	Outside Service Providers (e.g., LAFCO, County, Newspaper)					

Fee Description		Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
24	<b>Credit Card Transaction Processing Fee</b> Credit Card Transaction Processing Fee	3%	100%	3%	100%	3%	100%		
25	<b>Other</b> Digitization Fee a) 8.5 x 11 up to 11 x 17 per sheet b) 24 x 36 per sheet (D, D, E & F) c) Color photos up to 8.5 x 11	\$0.07 \$0.80 \$0.11		\$0.07 \$0.80 \$0.11		\$0.07 \$0.80 \$0.11			
26	Excess Plan Review Fee (4th and subsequent)	\$213	100%	\$213	100%	\$213	100%	per hour	
27	After Hours Inspection (per hour) (2-hour minimum)	\$256	100%	\$256	100%	\$256	100%	per hour	
28	Re-inspection Fee (2nd Time or More) (each)	\$107	100%	\$107	100%	\$107	100%	each	[b]
29	Missed inspection Fee	\$107	100%	\$107	100%	\$107	100%	each	
30	Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$107	100%	\$107	100%	\$107	100%	per 1/2 hour	
31	<b>Refunds</b> a) Refunds for Plan Checks i) If plan check has not begun ii) If 1st plan check has begun iii) If 2nd plan check has begun iv) Past 2nd plan check b) Refunds for Permits - Permit issued and no work has commenced	90% refund 30% refund 10% refund no refund Up to 50% of original permit fee		90% refund 30% refund 10% refund no refund Up to 50% of original permit fee		90% refund 30% refund 10% refund no refund Up to 50% of original permit fee			[c] [c] [c] [c] [d]
32	<b>Hourly Rate for Services Not Identified Elsewhere in this</b> Development Engineering and Encroachment Personnel (per hour)	\$213	100%	\$213	100%	\$213	100%		
33	City Attorney or Other Legal Review	100% pass-through of actual cost		100% pass-through of actual cost		100% pass-through of actual cost			
34	Outside Service Providers (e.g., LAFCO, County, Newspaper)	100% pass-through of actual cost		100% pass-through of actual cost		100% pass-through of actual cost			

Fee Description	Service Time	Hourly Rate	Cost of Service	Current Fee	Current Cost Recovery
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\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] Reinspection fee applies after the first re-inspection.

[c] Upon request of the applicant, the director may authorize refunding a percentage of fees paid with the following schedule. If any portion of the plan check fee has been paid out by the city to another agency or consultant for services rendered in connection with the plan check, no refund of that portion of the fee shall be made.

[d] Upon request of the applicant, the director may authorize refunding of not more than 50% of fees paid when no work has been done under an issued permit. In no case shall the refund exceed the cost of services provided to date of cancellation of permit issuance.

[e] Each deposit and/or fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of services/materials required to perform the requested service. For service requests that are anticipated to require efforts, services, or materials, materially different than those typically required, the Department reserves the right to modify the initial deposit amount and/or use a time and materials billing methodology rather than a fixed fee for service. For fees calculated as a percentage of project valuation, valuation shall be based on engineer's cost estimate.

Fee Description	Proposed Fee Year 1	Cost Recovery Year 1	Proposed Fee Year 2	Cost Recovery Year 2	Proposed Fee Year 3	Cost Recovery Year 3	Unit	Note
<p>* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.</p> <p>[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.</p> <p>[b] Reinspection fee applies after the first re-inspection.</p> <p>[c] Upon request of the applicant, the director may authorize refunding a percentage of fees paid with the following schedule. If any portion of the plan check fee has been paid out by the city to another agency or consultant for services rendered in connection with the plan check, no refund of that portion of the fee shall be made.</p> <p>[d] Upon request of the applicant, the director may authorize refunding of not more than 50% of fees paid when no work has been done under an issued permit. In no case shall the refund exceed the cost of services provided to date of cancellation of permit issuance.</p> <p>[e] Each deposit and/or fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of services/materials required to perform the requested service. For service requests that are anticipated to require efforts, services, or materials, materially different than those typically required, the Department reserves the right to modify the initial deposit amount and/or use a time and materials billing methodology rather than a fixed fee for service. For fees calculated as a percentage of project valuation, valuation shall be based on engineer's cost estimate.</p>								



**User and Regulatory Fees**

*Cost of Service Calculations*

*General Plan Maintenance Fee*

City of Palm Desert  
 User and Regulatory Fee Study  
 Cost of Service Calculation - General Plan Update Fee

**Estimated Expenditures**

Description	Total	Amortization / Update Frequency	Annual Cost	Notes
General Plan Update	\$ 2,000,000	20	\$ 100,000	[a]
Housing Element	\$ 100,000	4	\$ 25,000	[a]
Zoning Code	\$ 50,000	1	\$ 50,000	[a]
In-House Maintenance	\$ 188,819	1	\$ 188,819	[a]
<b>Total</b>	<b>\$ 2,338,819</b>		<b>\$ 363,819</b>	

**Current Cost Recovery**

Description	Total	Notes
Current Annual Building Permit Fee Revenue	\$ 900,000	
Annual Revenue Requirement	\$ 363,819	
General Plan Update Fee as % of Permit Fee	40.42%	

**Cost Recovery Analysis**

Description	Current Fee	Increase Required for Full Cost Recovery	Cost of Svc	Proposed Cost Recovery	Proposed Fee	Fee Change	Notes
General Plan Maintenance Fee - % of Permit Fee	0.00%	n/a	40%	7%	3%	n/a - new	

**Notes:**

[a] Source: Conservative estimates of update costs. Amounts will likely be higher.



**User and Regulatory Fees**

*Cost of Service Calculations*

*Technology Enhancement Fee*

City of Palm Desert  
 User and Regulatory Fee Study  
 Cost of Service Calculation - Technology Enhancement Fee

**Estimated Expenditures**

#	Description	Total	Amortization / Update Frequency	Annual Cost	Note
1	Software	\$50,000	1	\$ 50,000	[a]
2	Hardware	\$50,000	10	\$ 5,000	[a]
3	Implementation	\$500,000	10	\$ 50,000	[a]
4	Contingency (10%)	\$50,000	10	\$ 5,000	[a]
5	Total	\$650,000		\$ 110,000	

**Estimated Base for Revenue**

#	Acct Desc	Total	Note
6	Fees With Tech Fee Applied	\$ 1,580,000	[b]
7		\$ 1,580,000	

**Calculation of Fee at Full Cost Recovery**

#	Description	Total
8	Annual Revenue Requirement	\$ 110,000
9	Estimated Annual Permit Fees	\$ 1,580,000
10	Technology Fee as a Percent of Permit Fee	7%

**Cost Recovery Analysis**

#	Description	Current Fee	Fee at Full Cost Recovery	Proposed Fee	Notes
11	Technology Enhancement Fee	n/a	7%	5%	

**Revenue Analysis**

#	Description	Current Revenue	Revenue at Full Cost Recovery	Revenue at Targeted Fee	GF Subsidy at Current Fee	GF Subsidy at Proposed Fee
12	Technology Enhancement Fee	n/a	\$110,000	\$79,000	\$ 110,000	\$31,000
13	Cost Recovery %			72%		

[a] Useful life and ongoing licensing costs, and annual revenues estimated by ClearSource. Amounts are intended to represent reasonable estimates.

[b] Fee revenue will vary from year-to-year based on annual volume.



**User and Regulatory Fees**

*Cost of Service Calculations*

*Allocation of Citywide Overhead*

City of Palm Desert  
 User and Regulatory Fee Study  
 Allocation of Citywide Overhead

**Expenditures [a]**

	Description	Annual Expenses	Adjustment	Est Allocation for Fee Study Purposes	Indirect	Direct	Notes
4110	City Council	\$ 261,271	\$ -	\$ 261,271	\$ 261,271	\$ -	-
4111	City Clerk	\$ 873,467	\$ -	\$ 873,467	\$ 873,467	\$ -	-
4112	Legislative Advocacy	\$ 36,225	\$ -	\$ 36,225	\$ 36,225	\$ -	-
4114	Elections	\$ 46,709	\$ (46,709)	\$ -	\$ -	\$ -	-
4120	Legal	\$ 641,474	\$ -	\$ 641,474	\$ 641,474	\$ -	-
4130	City Manager	\$ 974,498	\$ -	\$ 974,498	\$ 974,498	\$ -	-
4134	Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	-
4150	Finance and Audit	\$ 1,959,398	\$ -	\$ 1,959,398	\$ 1,959,398	\$ -	-
4154	Human Resources	\$ 925,117	\$ -	\$ 925,117	\$ 925,117	\$ -	-
4159	General Services	\$ 4,147,775	\$ (4,147,775)	\$ -	\$ -	\$ -	-
4190	Information Technology	\$ 2,044,494	\$ -	\$ 2,044,494	\$ 2,044,494	\$ -	-
4191	Unemployment Insurance	\$ 384	\$ -	\$ 384	\$ 384	\$ -	-
4192	Insurance	\$ 655,010	\$ -	\$ 655,010	\$ 655,010	\$ -	-
4199	Interfund Transfers	\$ 8,745,972	\$ (8,745,972)	\$ -	\$ -	\$ -	-
4210	Police Services	\$ 19,322,538	\$ -	\$ 19,322,538	\$ -	\$ 19,322,538	-
4211	Community Safety	\$ 293,693	\$ -	\$ 293,693	\$ -	\$ 293,693	-
4212	Homelessness Service	\$ -	\$ -	\$ -	\$ -	\$ -	-
4230	Animal Regulation	\$ 305,581	\$ -	\$ 305,581	\$ -	\$ 305,581	-
4250	Traffic	\$ 365,832	\$ -	\$ 365,832	\$ -	\$ 365,832	-
4300	Public Works	\$ 2,266,195	\$ -	\$ 2,266,195	\$ -	\$ 2,266,195	-
4310	Streets	\$ 2,438,696	\$ -	\$ 2,438,696	\$ -	\$ 2,438,696	-
4311	Street Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	-
4312	ADA Improvements	\$ 10,020	\$ -	\$ 10,020	\$ -	\$ 10,020	-
4313	Parking Lot Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	-
4314	Street Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	-
4315	Street Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	-
4330	Corp Yard	\$ 121,315	\$ -	\$ 121,315	\$ 121,315	\$ -	-
4331	Fleet	\$ 309,239	\$ -	\$ 309,239	\$ 309,239	\$ -	-
4340	Building Maint	\$ 742,848	\$ -	\$ 742,848	\$ 742,848	\$ -	-
4344	Portola Community Ctr	\$ 155,464	\$ -	\$ 155,464	\$ -	\$ 155,464	-
4396	NPDES	\$ 63,616	\$ -	\$ 63,616	\$ -	\$ 63,616	-
4416	Community Promotions	\$ 1,216,273	\$ -	\$ 1,216,273	\$ -	\$ 1,216,273	-
4417	Marketing	\$ 1,454,419	\$ -	\$ 1,454,419	\$ -	\$ 1,454,419	-
4419	Visitor Services	\$ 134,493	\$ -	\$ 134,493	\$ -	\$ 134,493	-
4420	Building and Safety	\$ 1,751,818	\$ -	\$ 1,751,818	\$ -	\$ 1,751,818	-
4421	Permit Center	\$ -	\$ -	\$ -	\$ -	\$ -	-
4422	Code Enforcement	\$ -	\$ -	\$ -	\$ -	\$ -	-
4430	Economic Development	\$ 1,083,828	\$ -	\$ 1,083,828	\$ -	\$ 1,083,828	-
4470	Community Development	\$ 2,643,452	\$ -	\$ 2,643,452	\$ -	\$ 2,643,452	-
4610	Parks and Recreation	\$ 1,481,177	\$ -	\$ 1,481,177	\$ -	\$ 1,481,177	-
4611	Park Maintenance	\$ 983,398	\$ -	\$ 983,398	\$ -	\$ 983,398	-
4614	Landscape Services	\$ 2,287,853	\$ -	\$ 2,287,853	\$ -	\$ 2,287,853	-
4618	Citywide Park Imps	\$ -	\$ -	\$ -	\$ -	\$ -	-
4674	Civic Center Park Imps	\$ 89,800	\$ -	\$ 89,800	\$ -	\$ 89,800	-
4800	Contributions	\$ 572,641	\$ (572,641)	\$ -	\$ -	\$ -	-
4950	Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>Total</b>		<b>\$ 61,405,983</b>	<b>\$ (13,513,097)</b>	<b>\$ 47,892,886</b>	<b>\$ 9,544,740</b>	<b>\$ 38,348,146</b>	

**Estimated Citywide Indirect Cost Rate**

Description	Total
Indirect Costs	\$ 9,544,740
Direct Costs	\$ 38,348,146
Total	25%

\* This represents a conservative indirect cost rate calculation. This estimate was developed for purposes of user and regulatory fee cost of service analysis. As part of day-to-day operations, staff may categorize, assign, or quantify indirect costs using different criteria and methods.

[a] Source: Adopted budget.

[b] Direct operating expenses is basis for indirect cost rate calculation.



## **APPENDIX II**

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### **FEE SCHEDULE**

### **THREE YEAR PHASE-IN**



FINANCIAL CONSULTING

7960 B Soquel Drive, Suite 363, Aptos, California 95003

[CLEARSOURCEFINANCIAL.COM](http://CLEARSOURCEFINANCIAL.COM)



**Proposed Fee Schedule**  
**Year One of Multi-Year Phase-In**

## **City of Palm Desert**

### **Schedule of User and Regulatory Fees**

Fee Type	Page
Building Permit Fees	1
Planning	11
Engineering and Encroachment Permit Fees	16
City Fees Adopted Under Separate Resolution/Ordinance	23

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
1 HVAC Change-Out - Residential	\$165		Y
2 HVAC Change-Out - Commercial (per unit)	\$248		Y
3 Residential Solar Photovoltaic System - Solar Permit			
a) Residential Solar Photovoltaic System - Solar Permit (All inclusive)	\$256	[a]	N
b) Above 15kW – per kW (All inclusive)			
i) Base Fee	\$256	[a]	N
ii) Fee per kW Above 15kW	\$15	[a]	N
4 Commercial Solar Photovoltaic System - Solar Permit (All inclusive)			
a) 50kW or less	\$439	[b]	N
b) 50kW – 250kW			
i) Base Fee	\$439	[b]	N
ii) Fee per kW Above 50kW up to 250kW	\$7	[b]	N
c) Above 250kW			
i) Base Fee	\$1,839	[b]	N
ii) Fee per kW Above 250kW	\$5	[b]	N
5 Service Panel Upgrade - Residential	\$165		Y
6 Service Panel Upgrade - Commercial	\$225		Y
7 EV Charger - Residential	\$165		Y
8 EV Charger - Commercial	See Permit Fee Table "B".		N
9 Water Heater Changeout - Residential	\$113		Y
10 Water Heater Changeout - Commercial	\$142		Y
11 Line Repair - Sewer / Water / Gas / Re-pipe	\$165		Y
12 New Sewer Connection	\$212		Y
13 Residential Re-Roof			
a) Up to 2,000 SF (Re-Roof Area only)	\$210		Y
b) Each Add'l 1,000 SF or fraction thereof	\$30		Y

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
14 Commercial Re-Roof			
a) Up to 2,000 SF (Re-Roof Area only)	\$375	Y	
b) Each Add'l 1,000 SF or fraction thereof	\$30	Y	
15 Demolition			
a) Residential Single Family	\$165	Y	
b) Commercial	\$165	Y	
c) Miscellaneous Non-Structural	\$165	Y	
16 Temporary Power Pole	\$165	Y	
17 Swimming Pool/Spa			
a) Residential Swimming Pool / Spa (Includes Remodel)	\$449	Y	
b) Commercial Swimming Pool/Spa (Each Pool)	\$598	Y	
c) Detached Spa / Water Feature	\$331	Y	
d) Commercial Pool Remodel	\$331	Y	
e) Equipment Change-out Alone	\$178	Y	
18 Patio Cover/Carport- Residential (If engineered, plan check fee will apply)			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$195	Y	
ii) Greater than 200 SF	\$225	Y	
b) Upgraded (with electrical, fans, etc.)			
i) Up to 200 SF	\$225	Y	
ii) Greater than 200 SF	\$254	Y	
c) Alteration to Existing (per patio/carport)	\$165	Y	
19 Patio Cover/Carport - Commercial (Per patio cover/carport) - Plan check fee applies			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$225	Y	
ii) Greater than 200 SF	\$254	Y	
b) Upgraded (with electrical, fans, etc.)			
i) Up to 200 SF	\$254	Y	
ii) Greater than 200 SF	\$284	Y	
c) Alteration to Existing (per patio/carport)	\$165	Y	

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
20 Window / Sliding Glass Door			
a) Retrofit / Whole Replacement Only			
i) Up to 5	\$180	Y	
ii) Each additional 5	\$15	Y	
b) New / Alteration - Plan check fee applies			
i) First	\$210	Y	
ii) Each additional	\$15	Y	
21 Block/Masonry Wall (If engineered, plan check fee will apply)			
a) 0 - 100 ft	\$225	Y	
b) Each Add'l 25 ft	\$15	Y	
22 Trash Enclosure (per trash enclosure)	\$165	Y	
23 Parking Lot Re-striping and Accessibility	\$178	Y	
24 Appeals Board Application	\$712	Y	
25 Cell Site Application (plan check fees apply)	\$401	Y	
26 Cell Site Alteration (plan check fees apply)	\$178	Y	
27 Sign Permit	\$178	Y	
28 Temporary Tent Bleachers	\$178	Y	
29 Tenant Improvement (Includes MEP)			
a) 0 - 2,000 sq ft	\$712	Y	
b) Each Additional 500 sq ft	\$178	Y	
30 Residential Remodel (Includes MEP)			
a) 1 Kitchen or 1 Bath	\$178	Y	
b) More than 1 Kitchen or 1 Bath			
i) 0 - 200 sq ft	\$356	Y	
ii) Each Additional 100 sq ft	\$89	Y	

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
[a] California Government Code Section 66015(a)(1), establishes maximum fees for residential solar energy systems. For photovoltaic systems, fees shall not exceed \$450 plus \$15 per kW for each kilowatt above 15kW. For thermal systems, fees shall not exceed \$450, plus \$15 per kWth for each kilowatt thermal above 10kWth. Fees in excess of these amounts require written findings and resolution or ordinance.			
[b] California Government Code Section 66015(b)(1), establishes maximum fees for commercial solar energy systems. Fees shall not exceed \$1,000 for systems up to 50kW plus \$7 per kilowatt for each kilowatt between 51kW and 250kW, plus \$5 for each kilowatt above 250kW. For thermal systems, fees shall not exceed \$1,000 up to the 30kWth, plus \$7 per kWth for each kWth between the 30th and 260th kWth, plus \$5 for each kWth above 260kWth. Fees in excess of these amounts require written findings and resolution or ordinance.			

\* Additional fees may apply for plan review, as needed. Plan Review Fees are listed in Building Fees Section G (1).

# City of Palm Desert

## BUILDING FEES

### Determination of Valuation for Fee-Setting Purposes

- Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

**Note: For construction projects with permit fees calculated using Section B, C, D, or E, additional fees apply for permit issuance. Additional fees apply for plan review, when applicable. Additional fees may apply for services provided by other City Departments (e.g. Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).**

### B. Permit Fee for New Construction and Additions (Includes Mechanical, Plumbing, and Electrical)

Total Valuation	Permit Fee				CPI
\$1 to \$4,000	\$169.78				N
\$4,001 to \$10,000	\$169.78	for the first \$4,000	plus	\$9.89	for each add'l \$1,000 or fraction thereof, to and including \$10,000
\$10,001 to \$50,000	\$229.11	for the first \$10,000	plus	\$8.89	for each add'l \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$584.76	for the first \$50,000	plus	\$9.34	for each add'l \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,051.61	for the first \$100,000	plus	\$4.06	for each add'l \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$2,677.60	for the first \$500,000	plus	\$4.41	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$4,880.53	for the first \$1,000,000	plus	\$4.19	for each additional \$1,000 or fraction thereof over \$1,000,000

For permits requiring energy, or accessibility review, the following percentages shall be added to the base permit fee

**Energy inspection fees = Base permit fee x .05**

**Accessibility inspection fees = Base permit fee x .05**

# City of Palm Desert

## BUILDING FEES

### C. Permit Fee for Stand-Alone Mechanical Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$169.78	N
\$4,001 to \$10,000	\$199.45	N
\$10,000 and up	\$229.11	N

### D. Permit Fee for Stand-Alone Plumbing Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$169.78	N
\$4,001 to \$10,000	\$199.45	N
\$10,000 and up	\$229.11	N

### E. Permit Fee for Stand-Alone Electrical Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$169.78	N
\$4,001 to \$10,000	\$199.45	N
\$10,000 and up	\$229.11	N

# City of Palm Desert

## BUILDING FEES

### F. Permit Fee for Stand-Alone or Combination Permits Not Identified Elsewhere in this Schedule

**Note:** For construction projects with permit fees calculated using Section F, additional fees apply for permit issuance. Additional fees apply for plan review, when applicable. Additional fees may apply for services provided by other City Departments (e.g. Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

Activity Description	Fee	Note	CPI
<b>1 Stand-Alone or Combination Permit Fees (Alternative Calculation)</b>			
a) One Inspection Required	\$89	Y	
b) Two Inspections Required	\$170	Y	
c) Three Inspections Required	\$199	Y	
d) Four Inspections Required	\$347	Y	
e) Each Additional Inspection	\$89	Y	

# City of Palm Desert

## BUILDING FEES

### G. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note	CPI
<b>1 Plan Review Fees</b>				
a) Plan Review Fee, if applicable	65% of Building Permit Fee		[a]	N
b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg			N
c) Expedited Plan Check (when applicable)	1.5x standard plan check fee			N
d) Tract Homes, Condos, Apartments (Production Units)	10% of standard plan check fee		[b]	N
e) Alternate Materials and Materials Review	\$178	per hour		Y
f) Excess Plan Review Fee (4th and subsequent)	\$178	per hour		Y
g) Revisions of Approved Plans	\$178	per hour		Y
h) Revisions that Add Scope	65% of Added Building Permit Fee	per hour	[a]	N
i) Standalone Plan Check	\$89	per half hour		Y

When applicable, plan check fees shall be paid at the time of application for a building permit.

The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## BUILDING FEES

### H. Other Fees

Activity Description	Fee	Note	CPI
1 Permit Processing Fee			
a) Minor Permits	\$59		Y
b) New Construction/Tenant Improvements	\$134		Y
2 General Plan Maintenance Fee (percent of building permit fee)	3%	[a]	N
3 Technology Fee (percent of permit fee)	5%	[b]	N
4 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Residential	\$0.50 or valuation x .00013	[c]	N
b) Commercial	\$0.50 or valuation x .00028	[c]	N
5 Building Standards (SB 1473) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1	[c]	N
b) \$25,001 - \$50,000	\$2	[c]	N
c) \$50,001 - \$75,000	\$3	[c]	N
d) \$75,001 - \$100,000	\$4	[c]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1	[c]	N
6 Credit Card Transaction Processing Fee	3%		N
7 Temporary Certificate of Occupancy (per 30 Days)	\$178		Y
8 Sewer Certificate of Compliance	\$119		Y
9 Renew for Final, Courtesy Inspection (Meter Release without a Permit, Non-Emergency Inspection Requests)	\$89		Y
10 Addressing - Residential Or Commercial (Per Unit/Lot/Meter/Cell Sites) Includes New Addressing And Changes	\$89		Y
11 Building Official Variance Consideration (per hour)	\$178		Y
<b>Copies, Re-Print, Change Of Contractor</b>			
12 Job Card / Permit Re-Print	\$20		Y
13 Change Of Contractor	\$30		Y
<b>Violation Fees</b>			
14 Work Without a Permit	2x building permit fee		N

# City of Palm Desert

## BUILDING FEES

### H. Other Fees

Activity Description	Fee	Note	CPI
<b>Other Fees</b>			
15 Digitization Fee			
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		N
b) 24 x 36 per sheet	\$0.80		N
c) Color photos up to 8.5 x 11	\$0.11		N
16 Phased Inspection Fee (per inspection)	\$89		Y
17 After Hours Inspection (per hour) (2-hour minimum)	\$214		Y
18 Re-inspection Fee (2nd Re-inspection or More) (each)	\$89	[d]	Y
19 Missed inspection Fee	\$89		Y
20 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$89		Y
21 Compliance Inspection Fee	\$178		Y
22 Special / Other Inspection Fee	\$178		Y
23 Mobile Home Permit Fees	See Title 25 of CA Code of Regulations	[c]	N
24 Permit/Plan Check Renewal Fee within 1 year from Expiration	50% of building permit/plan check fees		N
25 Permit/Plan Check Renewal Fee over 1 year from Expiration	100% of building permit/plan check fees		N
26 Refunds			
a) Fees Erroneously Paid or Collected by the City	100% refund	[e]	N
b) Fees Prior to Work Being Commenced	up to 80% refund	[f]	N
c) 180 Days After Payment of Fees	no refund	[g]	N

[a] Fee applies to all building permits (e.g., new construction, additions, tenant improvements, etc.), but not mechanical, electrical, or plumbing permits.

[b] Fee applies to all permits (e.g., building permits, mechanical, electrical, and plumbing permits).

[c] Fees established by the State of California.

[d] Reinspection fee applies after the first re-inspection.

[e] The Building Official may authorize refunding of any fee paid, or portion thereof, which was erroneously paid or collected by the city.

[f] No fees are refundable once the work covered by them is commenced.

[g] Whether work has commenced or not, no fees are refundable more than 180 days after their payment.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Use Permit</b>			
1 Administrative Use Permit	\$966	Y	
2 Conditional Use Permit	\$4,260	Y	
3 Temporary Use Permit			
a) Minor Temporary Use Permit		[a]	
i) Non-Profit with 501(c)3 tax status	No Charge		N
ii) All Others	\$303		Y
b) Major Temporary Use Permit		[b]	
i) Non-Profit with 501(c)3 tax status	\$184		Y
ii) All Others	\$671		Y
<hr/>			
<b>Architectural Review / Site Development Review</b>			
4 Single-Family/Duplex Permit	\$1,071	Y	
5 Residential - Fence and Wall Exceptions	\$703	Y	
6 RV Parking - With Appeal	\$245	Y	
7 Commercial (façade revision/modification / awning replacement)	\$1,458	Y	
8 New Commercial with Prior Entitlement	\$1,458	Y	
9 Residential Tract, Multifamily Residential, and/or Mixed Use	\$1,745	Y	
<hr/>			
<b>Precise Plan / Preliminary Development Plan</b>			
10 Precise Plan - Up to 5 Acres	\$5,425	Y	
11 Precise Plan - More than 5 Acres	\$6,775	Y	
<hr/>			
<b>Modification of Precise Plan / Conditional Use Permit</b>			
12 Modification - Revised Permit	\$4,137	Y	
13 Substantial Conformance - Director Determination	\$1,104	Y	
<hr/>			
<b>Landscape Plan</b>			
14 Onsite Landscape Plans	\$967	Y	
15 Offsite Landscape Plans	\$1,213	Y	
<hr/>			
<b>Housing</b>			
16 Senate Bill (SB) 330 Application Review	\$613	Y	
<hr/>			
<b>Pre-Application</b>			
17 Pre-Application	No Charge	Y	
<hr/>			

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Development Agreement</b>			
18 Development Agreement Review			
a) Base Fee	\$4,456		Y
b) Plus, Time & Materials Deposit for Legal Review	\$10,000		Y
19 Development Agreement Amendment			
a) Base Fee	\$1,717		Y
b) Plus, Time & Materials Deposit for Legal Review	\$10,000		N
<hr/>			
<b>Environmental Review</b>			
20 Categorical Exemption	\$123	[c]	Y
21 Initial Study / Addendum / Subsequent / Streamlined	\$2,024	[c]	Y
22 Initial Study / Negative Declaration / Mitigated Neg. Declaration	\$2,944	[c]	Y
23 Environmental Impact Report Review	\$11,960	[c]	Y
24 Deposit for Third Party Review or In-House Preparation of CEQA Documents, As Needed (In addition to Fees Shown Above)	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	[c]	N
<hr/>			
<b>Variance</b>			
25 Adjustment	\$725		Y
26 Variance	\$3,176		Y
<hr/>			
<b>Special Event Permit</b>			
27 Special Event Permit	\$153		Y
28 Drone / Film / Still Photography	\$201		Y
<hr/>			
<b>Signs</b>			
29 Temporary Signage Permit	\$54		Y
30 Sign Permit	\$127		Y
31 Sign Program Review (with ARC Review)	\$1,243		Y
32 ARC Sign Design Review - Monument Signs and Sign Design	\$753		Y
33 Sign Program Amendment	\$998		Y
<hr/>			
<b>Subdivision / Tentative Parcel Map</b>			
34 Tentative Parcel Map (4 or less parcels / commercial)	\$2,213		Y
35 Tentative Parcel Map Revision	\$1,845		Y
<hr/>			

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Subdivision / Tentative Tract Map (5 or more parcels)</b>			
36 Up to 20 acres	\$4,781	Y	
37 More than 20 acres	\$6,131	Y	
38 Tentative Tract Map Revision	\$4,107	Y	
39 Tentative Condominium Map	\$4,781	Y	
<hr/>			
<b>Time Extensions</b>			
40 Staff Review	\$491	Y	
41 Planning Commission Review	\$736	Y	
42 City Council Review	\$981	Y	
<hr/>			
<b>General / Specific Plans</b>			
43 General Plan Amendment	\$5,263	Y	
44 General Plan Text Amendment	\$2,046	Y	
45 Zone Change	\$3,791	Y	
46 Zoning Text Amendment	\$2,453	Y	
47 Specific Plan	\$4,907	Y	
48 Specific Plan Amendment	\$2,453	Y	
<hr/>			
<b>Historic Preservation</b>			
49 Historical Landmark / District Designation	No Charge	Y	
50 Mills Act	\$318 application; \$1,000 contract initiation	Y	
51 Certificate Of Appropriateness	No Charge	Y	
<hr/>			
<b>Appeals</b>			
52 Appeal to Director of Development Services (per appeal)	\$276	Y	
53 Appeal to Planning Commission (per appeal)	\$276	Y	
54 Appeal to City Council (per appeal)	\$276	Y	
<hr/>			
<b>Zoning Plan Review</b>			
55 Alterations/Additions - Residential	\$61	Y	
56 New Construction - Single Family Residential	\$92	Y	
57 New Construction - 2-4 Residential Units	\$123	Y	
58 New Construction - 5+ Residential Units	\$245	Y	
59 New Construction - Non-Residential	\$184	Y	
60 Alterations/Additions - Non-Residential	\$61	Y	

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Miscellaneous</b>			
61 Digitization Fee			
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		N
b) 24 x 36 per sheet (D, D, E & F)	\$0.80		N
c) Color photos up to 8.5 x 11	\$0.11		N
62 Credit Card Transaction Processing Fee	3%		N
63 Annexation	Actual Cost w/ \$25,000 initial deposit		N
64 Mailing / Noticing	\$150		Y
65 Street Name Change / Review	\$1,104		Y
66 Certificate of Use	\$85		Y
67 Home Occupation Permit			
a) New	\$67		Y
b) Renewal	\$50		Y
68 Zoning Letter	\$307		Y
69 Expedited Review Fee	1.5x standard fee	[d]	N
<hr/>			
<b>Regulatory Permit Review</b>			
70 Bingo License	\$50 plus 1% of gross receipts per month		N
71 Massage Establishment	\$273		Y
72 Valet Parking Permit			
a) New	\$57		Y
b) Renewal	\$41		Y
73 Entertainment Site Plan	\$123		Y
<hr/>			
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>			
74 Planning (per hour)	\$184		Y
75 Code Enforcement (per hour)	\$144		Y
76 City Attorney or Other Legal Review	100% pass-through of actual cost		N
77 Outside Service Providers	100% pass-through of actual cost		N

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
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\* Any reference to acreage in the fees listed above should be interpreted as gross acres.

[a] Minor temporary use permit: indoor event; outdoor event with tents less 400 SF, no generators, or external electrical supply required; small-scale entertainment or amplified sound; pre-prepared food and packaged snacks and/or 1-2 food trucks; foldable and/or light-weight outdoor furniture; events with fewer than 100 project attendees.

[b] Major temporary use permit: pyrotechnics and/or special effects display; fireworks permit; valet service required; live entertainment with amplified sound that requires a stage and seating/bleachers; road closures or substantial parking lot space occupied; large-scale food; City-owned property; events with 3+ vendors.

[c] Fish and Wildlife recordation fees shall be paid separately.

[d] Request for expedited service is subject to Development Services Department Director approval. It is dependent on staff availability and workload.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Land Subdivision</b>				
1 Parcel Map:				
a) Final Parcel Map				
i) Base Fee	\$1,403	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$154	per lot	Y	
b) Final Parcel Map - Amendment				
i) Base Fee	\$387	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$71	per lot	Y	
c) Substantial Conformance Review	\$1,653	each		Y
2 Tract Map:				
a) Final Tract Map				
i) Base Fee	\$1,403	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$107	per lot	Y	
b) Final Tract Map - Amendment				
i) Base Fee	\$671	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$36	per lot	Y	
c) Substantial Conformance Review	\$2,556	each		Y
3 Reversion to Acreage:				
a) Initial Sheet	\$426	per sheet		Y
b) Each Additional Sheet	\$213	per sheet		Y
<hr/>				
4 Lot Line Adjustment/Parcel Merger				
a) Lot Line Adjustment	\$1,641	per request		Y
b) Parcel Merger	\$1,641	per request		Y
<hr/>				
5 Street Dedication/Vacation				
a) Land Action Documents (ROW/Easements/Grant Deeds)	\$880	per request		Y
b) Vacation of Street/Public ROW	\$2,133	per request		Y
<hr/>				
6 Land Survey				
a) Record of Survey	\$408	per request		Y
b) Certificate of Correction	\$408	per request		Y

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Grading / Project Improvements</b>				
7 Plan Review (First 3 Reviews):				
a) Rough Grading				
i) Initial Sheet	\$1,137	per sheet	Y	
ii) Each Additional Sheet	\$491	per sheet	Y	
iii) Revisions - Initial Sheet	\$387	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$142	per sheet	Y	
b) Precise Grading - Commercial				
i) Initial Sheet	\$1,137	per sheet	Y	
ii) Each Additional Sheet	\$426	per sheet	Y	
iii) Revisions - Initial Sheet	\$426	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$142	per sheet	Y	
c) Precise Grading - Tract Homes				
i) Initial Sheet	\$1,653	per sheet	Y	
ii) Each Lot	\$88	per lot	Y	
iii) Revisions - Initial Sheet	\$387	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$71	per sheet	Y	
d) Precise Grading - Custom Home				
i) Initial	\$1,016	per lot	Y	
ii) Revision	\$284	per lot	Y	
e) PM10				
i) Initial Report	\$265	per report	Y	
ii) Revisions - per report	\$71	per report	Y	
f) Street Improvements				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$1,065	per sheet	Y	
iii) Revisions - Initial Sheet	\$529	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$213	per sheet	Y	
g) Storm Drain				
i) Initial Sheet	\$2,130	per sheet	Y	
ii) Each Additional Sheet	\$1,491	per sheet	Y	
iii) Revisions - Initial Sheet	\$529	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$213	per sheet	Y	

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
h) Signing and Striping				
i) Initial Sheet	\$1,326	per sheet	Y	
ii) Each Additional Sheet	\$284	per sheet	Y	
iii) Revisions - Initial Sheet	\$387	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$142	per sheet	Y	
i) Traffic Signal				
i) Initial Sheet	\$1,555	per sheet	Y	
ii) Each Additional Sheet	\$355	per sheet	Y	
iii) Revisions - Initial Sheet	\$512	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$284	per sheet	Y	
j) Traffic Control Plan	\$36	per sheet	Y	
k) Record Drawings/As Built Review				
i) Initial Sheet	\$142	per sheet	Y	
ii) Each Additional Sheet	\$36	per sheet	Y	
l) Hydrology Report				
i) Initial Report	\$1,205	per report	Y	
ii) Revisions	\$458	per report	Y	
m) Traffic Study	\$604	per study	Y	
n) WQMP Report				
i) With Prior Entitlement	\$1,491	per report	Y	
ii) Without Prior Entitlement	\$3,745	per report	Y	
iii) Revisions	\$387	per report	Y	
o) SWPPP / Erosion Control				
i) Initial Plan	\$685	per plan	Y	
ii) Revisions	\$334	per plan	Y	
p) Public Sewer and/or Water Only				
i) Initial Sheet	\$71	per sheet	Y	
ii) Each Additional Sheet	\$36	per sheet	Y	
iii) Revisions - Initial Sheet	\$0	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	per sheet	Y	
8 Plan Review (>3 Reviews)	\$213	per hour	Y	
9 Expedited Plan Review Fee	1.5x standard fee		[a]	N

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Grading Permit / PM10</b>				
10 Permit Processing / Renew Expired Permit	\$168	each	Y	
11 Clear and Grub Permit	\$107	each	Y	
12 Grading Permit				
a) Rough Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		N	
b) Precise Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		N	
c) Single Family Residential Final Grading	\$213	per lot	Y	
13 PM10	\$500 base fee + 2% x Valuation		N	
<hr/> <b>Encroachment and Project Improvement Inspection Permits</b>				
14 Project Improvement Permit Inspections				
a) Street Inspection Fee: On-Site and Off-Site Improvements (Includes Signing & Striping)	\$500 base fee + 2% x Valuation		N	
b) Storm Drain Inspection Fee: On-Site and Off-Site Improvements	\$500 base fee + 2% x Valuation		N	
c) Traffic Signal Inspection Fee	\$500 base fee + 2% x Valuation		N	
d) Landscape Inspection				
i) Offsite	\$500 base fee + 2% x Valuation		N	
ii) Onsite				
a) Residential (Each Lot)	\$107	Each Lot	Y	
b) Non-Residential (Each Commercial or Common Area)	\$213	Each Commercial or Common Area	Y	
e) Survey Monument	\$71	Per Lot	Y	
15 Encroachment Permit Processing / Renew Expired Permit	\$97	each	Y	
16 Encroachment Permit Inspections				
a) Curb and Gutter (per 100 LF)	\$213	per 100 LF	Y	
b) Driveway Approach				
i) Residential	\$177	per approach	Y	
ii) Commercial	\$354	per approach	Y	
c) Excavation / Boring (per 100 LF)	\$852	per 100 LF	Y	
d) Traffic Control Plan Review and Inspection (PW Only)	\$177	per day	Y	
e) Utility Cut	\$177	per location	Y	

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>17 Research/Administrative</b>				
a) Bond Reduction Request (per bond)	\$710		Y	
b) Final Inspection/Acceptance (per bond/deposit)	\$994		Y	
c) Monumentation Release	\$213		Y	
d) Subdivision Improvement Agreement (SIA)	\$284	per request	Y	
e) SIA - Time Extension	\$284	per request	Y	
f) Assignment & Assumptions Agreement	\$568	per request	Y	
g) Flood Plain Research/FEMA App	\$284	per request	Y	
<hr/>				
<b>Reactivation of Permit</b>				
18 Reactivation of an Expired Permit	50% of Permit Fee		N	
<hr/>				
<b>Technology Enhancement Fee</b>				
19 Technology Enhancement Fee (percent of permit)	5%		N	
<hr/>				
<b>20 Transportation Permit</b>				
a) Annual	\$90	each	N	
b) Single Event	\$16	each	N	
<hr/>				
<b>21 Community Garden</b>				
a) Community Garden - Application	\$50	each	Y	
b) Re-key Fee	\$10	each	Y	
<hr/>				
<b>22 Self Hauler/Back Hauler</b>				
a) Initial	\$80	each	Y	
b) Renewal	\$80	each	Y	
<hr/>				
<b>Pod/Dumpster</b>				
23 Pod/Dumpster	\$213		Y	
<hr/>				
<b>Credit Card Transaction Processing Fee</b>				
24 Credit Card Transaction Processing Fee	3%		N	
<hr/>				

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Other</b>				
25 Digitization Fee				
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07			Y
b) 24 x 36 per sheet (D, D, E & F)	\$0.80			Y
c) Color photos up to 8.5 x 11	\$0.11			Y
26 Excess Plan Review Fee (4th and subsequent)	\$213	per hour		Y
27 After Hours Inspection (per hour) (2-hour minimum)	\$256	per hour		Y
28 Re-inspection Fee (2nd Time or More) (each)	\$107	each	[b]	Y
29 Missed inspection Fee	\$107	each		Y
30 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$107	per 1/2 hour		Y
<b>Refunds</b>				
a) Refunds for Plan Checks				
i) If plan check has not begun	90% refund		[c]	N
ii) If 1st plan check has begun	30% refund		[c]	N
iii) If 2nd plan check has begun	10% refund		[c]	N
iv) Past 2nd plan check	no refund		[c]	N
b) Refunds for Permits - Permit issued and no work has commenced	Up to 50% of original permit fee		[d]	N
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>				
32 Development Engineering and Encroachment Personnel (per hour)	\$213			Y
33 City Attorney or Other Legal Review	100% pass-through of actual cost			N
34 Outside Service Providers (e.g., LAFCO, County, Newspaper)	100% pass-through of actual cost			N

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
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\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] Reinspection fee applies after the first re-inspection.

[c] Upon request of the applicant, the director may authorize refunding a percentage of fees paid with the following schedule. If any portion of the plan check fee has been paid out by the city to another agency or consultant for services rendered in connection with the plan check, no refund of that portion of the fee shall be made.

[d] Upon request of the applicant, the director may authorize refunding of not more than 50% of fees paid when no work has been done under an issued permit. In no case shall the refund exceed the cost of services provided to date of cancellation of permit issuance.

[e] Each deposit and/or fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of services/materials required to perform the requested service. For service requests that are anticipated to require efforts, services, or materials, materially different than those typically required, the Department reserves the right to modify the initial deposit amount and/or use a time and materials billing methodology rather than a fixed fee for service. For fees calculated as a percentage of project valuation, valuation shall be based on engineer's cost estimate.

# City of Palm Desert

## CITY FEES ADOPTED UNDER SEPARATE RESOLUTION/ORDINANCE

The following fees were not examined as part of the fee study but may be charged as part of the permit process

Activity Description	Fee	Charge Basis	Note	CPI
1 Signalization		RES 79-58		
2 Park Dedication Fees		ORD 1259		
3 Childcare Facilities		RES 05-79		
4 Fuel Cell Permit		RES 08-12		
5 Job Valuation		RES 83-073		
6 Low Income Housing		RES 90-130		
7 Construction Fee		ORD 216		
8 Drainage Facilities		ORD 218		
9 Fire Protection & Equipment		ORD 1073		
10 Public Art		ORD 473		
11 Fire Impact		ORD 1120		
12 Haul Route Wear and Tear Fee		ORD 1294		



**Proposed Fee Schedule**  
**Year Two of Multi-Year Phase-In**

## **City of Palm Desert**

### **Schedule of User and Regulatory Fees**

Fee Type	Page
Building Permit Fees	1
Planning	11
Engineering and Encroachment Permit Fees	16
City Fees Adopted Under Separate Resolution/Ordinance	23

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
1 HVAC Change-Out - Residential	\$172		Y
2 HVAC Change-Out - Commercial (per unit)	\$258		Y
3 Residential Solar Photovoltaic System - Solar Permit			
a) Residential Solar Photovoltaic System - Solar Permit (All inclusive)	\$353	[a]	N
b) Above 15kW – per kW (All inclusive)			
i) Base Fee	\$353	[a]	N
ii) Fee per kW Above 15kW	\$15	[a]	N
4 Commercial Solar Photovoltaic System - Solar Permit (All inclusive)			
a) 50kW or less	\$720	[b]	N
b) 50kW – 250kW			
i) Base Fee	\$720	[b]	N
ii) Fee per kW Above 50kW up to 250kW	\$7	[b]	N
c) Above 250kW			
i) Base Fee	\$2,120	[b]	N
ii) Fee per kW Above 250kW	\$5	[b]	N
5 Service Panel Upgrade - Residential	\$172		Y
6 Service Panel Upgrade - Commercial	\$290		Y
7 EV Charger - Residential	\$172		Y
8 EV Charger - Commercial	See Permit Fee Table "B".		N
9 Water Heater Changeout - Residential	\$145		Y
10 Water Heater Changeout - Commercial	\$205		Y
11 Line Repair - Sewer / Water / Gas / Re-pipe	\$172		Y
12 New Sewer Connection	\$239		Y
13 Residential Re-Roof			
a) Up to 2,000 SF (Re-Roof Area only)	\$261		Y
b) Each Add'l 1,000 SF or fraction thereof	\$59		Y

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
14 Commercial Re-Roof			
a) Up to 2,000 SF (Re-Roof Area only)	\$432	Y	
b) Each Add'l 1,000 SF or fraction thereof	\$59	Y	
15 Demolition			
a) Residential Single Family	\$172	Y	
b) Commercial	\$172	Y	
c) Miscellaneous Non-Structural	\$172	Y	
16 Temporary Power Pole	\$172	Y	
17 Swimming Pool/Spa			
a) Residential Swimming Pool / Spa (Includes Remodel)	\$581	Y	
b) Commercial Swimming Pool/Spa (Each Pool)	\$877	Y	
c) Detached Spa / Water Feature	\$343	Y	
d) Commercial Pool Remodel	\$343	Y	
e) Equipment Change-out Alone	\$178	Y	
18 Patio Cover/Carport- Residential (If engineered, plan check fee will apply)			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$231	Y	
ii) Greater than 200 SF	\$290	Y	
b) Upgraded (with electrical, fans, etc.)			
i) Up to 200 SF	\$290	Y	
ii) Greater than 200 SF	\$350	Y	
c) Alteration to Existing (per patio/carport)	\$172	Y	
19 Patio Cover/Carport - Commercial (Per patio cover/carport) - Plan check fee applies			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$290	Y	
ii) Greater than 200 SF	\$350	Y	
b) Upgraded (with electrical, fans, etc.)			
i) Up to 200 SF	\$350	Y	
ii) Greater than 200 SF	\$409	Y	
c) Alteration to Existing (per patio/carport)	\$172	Y	

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
20 Window / Sliding Glass Door			
a) Retrofit / Whole Replacement Only			
i) Up to 5	\$201	Y	
ii) Each additional 5	\$30	Y	
b) New / Alteration - Plan check fee applies			
i) First	\$261	Y	
ii) Each additional	\$30	Y	
21 Block/Masonry Wall (If engineered, plan check fee will apply)			
a) 0 - 100 ft	\$290	Y	
b) Each Add'l 25 ft	\$30	Y	
22 Trash Enclosure (per trash enclosure)	\$172		Y
23 Parking Lot Re-striping and Accessibility	\$178		Y
24 Appeals Board Application	\$712		Y
25 Cell Site Application (plan check fees apply)	\$401		Y
26 Cell Site Alteration (plan check fees apply)	\$178		Y
27 Sign Permit	\$178		Y
28 Temporary Tent Bleachers	\$178		Y
29 Tenant Improvement (Includes MEP)			
a) 0 - 2,000 sq ft	\$712		Y
b) Each Additional 500 sq ft	\$178		Y
30 Residential Remodel (Includes MEP)			
a) 1 Kitchen or 1 Bath	\$178		Y
b) More than 1 Kitchen or 1 Bath			
i) 0 - 200 sq ft	\$356		Y
ii) Each Additional 100 sq ft	\$89		Y

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
[a] California Government Code Section 66015(a)(1), establishes maximum fees for residential solar energy systems. For photovoltaic systems, fees shall not exceed \$450 plus \$15 per kW for each kilowatt above 15kW. For thermal systems, fees shall not exceed \$450, plus \$15 per kWth for each kilowatt thermal above 10kWth. Fees in excess of these amounts require written findings and resolution or ordinance.			
[b] California Government Code Section 66015(b)(1), establishes maximum fees for commercial solar energy systems. Fees shall not exceed \$1,000 for systems up to 50kW plus \$7 per kilowatt for each kilowatt between 51kW and 250kW, plus \$5 for each kilowatt above 250kW. For thermal systems, fees shall not exceed \$1,000 up to the 30kWth, plus \$7 per kWth for each kWth between the 30th and 260th kWth, plus \$5 for each kWth above 260kWth. Fees in excess of these amounts require written findings and resolution or ordinance.			

\* Additional fees may apply for plan review, as needed. Plan Review Fees are listed in Building Fees Section G (1).

# City of Palm Desert

## BUILDING FEES

### Determination of Valuation for Fee-Setting Purposes

- Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

**Note: For construction projects with permit fees calculated using Section B, C, D, or E, additional fees apply for permit issuance. Additional fees apply for plan review, when applicable. Additional fees may apply for services provided by other City Departments (e.g. Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).**

### B. Permit Fee for New Construction and Additions (Includes Mechanical, Plumbing, and Electrical)

Total Valuation	Permit Fee				CPI
\$1 to \$4,000	\$173.89				N
\$4,001 to \$10,000	\$173.89	for the first \$4,000	plus	\$19.78 for each add'l \$1,000 or fraction thereof, to and including \$10,000	N
\$10,001 to \$50,000	\$292.56	for the first \$10,000	plus	\$13.35 for each add'l \$1,000 or fraction thereof, to and including \$50,000	N
\$50,001 to \$100,000	\$826.38	for the first \$50,000	plus	\$11.79 for each add'l \$1,000 or fraction thereof, to and including \$100,000	N
\$100,001 to \$500,000	\$1,415.81	for the first \$100,000	plus	\$3.81 for each add'l \$1,000 or fraction thereof, to and including \$500,000	N
\$500,001 to \$1,000,000	\$2,940.80	for the first \$500,000	plus	\$3.98 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	N
\$1,000,001 and up	\$4,932.27	for the first \$1,000,000	plus	\$3.78 for each additional \$1,000 or fraction thereof over \$1,000,000	N

For permits requiring energy, or accessibility review, the following percentages shall be added to the base permit fee

**Energy inspection fees = Base permit fee x .05**

**Accessibility inspection fees = Base permit fee x .05**

# City of Palm Desert

## BUILDING FEES

### C. Permit Fee for Stand-Alone Mechanical Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$173.89	N
\$4,001 to \$10,000	\$233.22	N
\$10,000 and up	\$292.56	N

### D. Permit Fee for Stand-Alone Plumbing Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$173.89	N
\$4,001 to \$10,000	\$233.22	N
\$10,000 and up	\$292.56	N

### E. Permit Fee for Stand-Alone Electrical Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$173.89	N
\$4,001 to \$10,000	\$233.22	N
\$10,000 and up	\$292.56	N

# City of Palm Desert

## BUILDING FEES

### F. Permit Fee for Stand-Alone or Combination Permits Not Identified Elsewhere in this Schedule

**Note:** For construction projects with permit fees calculated using Section F, additional fees apply for permit issuance. Additional fees apply for plan review, when applicable. Additional fees may apply for services provided by other City Departments (e.g. Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

Activity Description	Fee	Note	CPI
<b>1 Stand-Alone or Combination Permit Fees (Alternative Calculation)</b>			
a) One Inspection Required	\$89	Y	
b) Two Inspections Required	\$174	Y	
c) Three Inspections Required	\$233	Y	
d) Four Inspections Required	\$352	Y	
e) Each Additional Inspection	\$89	Y	

# City of Palm Desert

## BUILDING FEES

### G. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note	CPI
<b>1 Plan Review Fees</b>				
a) Plan Review Fee, if applicable	65% of Building Permit Fee		[a]	N
b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg			N
c) Expedited Plan Check (when applicable)	1.5x standard plan check fee			N
d) Tract Homes, Condos, Apartments (Production Units)	10% of standard plan check fee		[b]	N
e) Alternate Materials and Materials Review	\$178	per hour		Y
f) Excess Plan Review Fee (4th and subsequent)	\$178	per hour		Y
g) Revisions of Approved Plans	\$178	per hour		Y
h) Revisions that Add Scope	65% of Added Building Permit Fee	per hour	[a]	N
i) Standalone Plan Check	\$89	per half hour		Y

When applicable, plan check fees shall be paid at the time of application for a building permit.

The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## BUILDING FEES

### H. Other Fees

Activity Description	Fee	Note	CPI
1 Permit Processing Fee			
a) Minor Permits	\$119		Y
b) New Construction/Tenant Improvements	\$267		Y
2 General Plan Maintenance Fee (percent of building permit fee)	3%	[a]	N
3 Technology Fee (percent of permit fee)	5%	[b]	N
4 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Residential	\$0.50 or valuation x .00013	[c]	N
b) Commercial	\$0.50 or valuation x .00028	[c]	N
5 Building Standards (SB 1473) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1	[c]	N
b) \$25,001 - \$50,000	\$2	[c]	N
c) \$50,001 - \$75,000	\$3	[c]	N
d) \$75,001 - \$100,000	\$4	[c]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1	[c]	N
6 Credit Card Transaction Processing Fee	3%		N
7 Temporary Certificate of Occupancy (per 30 Days)	\$356		Y
8 Sewer Certificate of Compliance	\$237		Y
9 Renew for Final, Courtesy Inspection (Meter Release without a Permit, Non-Emergency Inspection Requests)	\$178		Y
10 Addressing - Residential Or Commercial (Per Unit/Lot/Meter/Cell Sites) Includes New Addressing And Changes	\$89		Y
11 Building Official Variance Consideration (per hour)	\$178		Y
<b>Copies, Re-Print, Change Of Contractor</b>			
12 Job Card / Permit Re-Print	\$39		Y
13 Change Of Contractor	\$59		Y
<b>Violation Fees</b>			
14 Work Without a Permit	2x building permit fee		N

# City of Palm Desert

## BUILDING FEES

### H. Other Fees

Activity Description	Fee	Note	CPI
<b>Other Fees</b>			
15 Digitization Fee			
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		N
b) 24 x 36 per sheet	\$0.80		N
c) Color photos up to 8.5 x 11	\$0.11		N
16 Phased Inspection Fee (per inspection)	\$89		Y
17 After Hours Inspection (per hour) (2-hour minimum)	\$214		Y
18 Re-inspection Fee (2nd Re-inspection or More) (each)	\$89	[d]	Y
19 Missed inspection Fee	\$89		Y
20 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$89		Y
21 Compliance Inspection Fee	\$178		Y
22 Special / Other Inspection Fee	\$178		Y
23 Mobile Home Permit Fees	See Title 25 of CA Code of Regulations	[c]	N
24 Permit/Plan Check Renewal Fee within 1 year from Expiration	50% of building permit/plan check fees		N
25 Permit/Plan Check Renewal Fee over 1 year from Expiration	100% of building permit/plan check fees		N
26 Refunds			
a) Fees Erroneously Paid or Collected by the City	100% refund	[e]	N
b) Fees Prior to Work Being Commenced	up to 80% refund	[f]	N
c) 180 Days After Payment of Fees	no refund	[g]	N

[a] Fee applies to all building permits (e.g., new construction, additions, tenant improvements, etc.), but not mechanical, electrical, or plumbing permits.

[b] Fee applies to all permits (e.g., building permits, mechanical, electrical, and plumbing permits).

[c] Fees established by the State of California.

[d] Reinspection fee applies after the first re-inspection.

[e] The Building Official may authorize refunding of any fee paid, or portion thereof, which was erroneously paid or collected by the city.

[f] No fees are refundable once the work covered by them is commenced.

[g] Whether work has commenced or not, no fees are refundable more than 180 days after their payment.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Use Permit</b>			
1 Administrative Use Permit	\$1,587	Y	
2 Conditional Use Permit	\$5,626	Y	
3 Temporary Use Permit			
a) Minor Temporary Use Permit		[a]	
i) Non-Profit with 501(c)3 tax status	No Charge		N
ii) All Others	\$520		Y
b) Major Temporary Use Permit		[b]	
i) Non-Profit with 501(c)3 tax status	\$184		Y
ii) All Others	\$1,256		Y
<hr/>			
<b>Architectural Review / Site Development Review</b>			
4 Single-Family/Duplex Permit	\$1,915	Y	
5 Residential - Fence and Wall Exceptions	\$1,179	Y	
6 RV Parking - With Appeal	\$491	Y	
7 Commercial (façade revision/modification / awning replacement)	\$2,385	Y	
8 New Commercial with Prior Entitlement	\$2,385	Y	
9 Residential Tract, Multifamily Residential, and/or Mixed Use	\$3,265	Y	
<hr/>			
<b>Precise Plan / Preliminary Development Plan</b>			
10 Precise Plan - Up to 5 Acres	\$7,957	Y	
11 Precise Plan - More than 5 Acres	\$10,655	Y	
<hr/>			
<b>Modification of Precise Plan / Conditional Use Permit</b>			
12 Modification - Revised Permit	\$5,381	Y	
13 Substantial Conformance - Director Determination	\$2,208	Y	
<hr/>			
<b>Landscape Plan</b>			
14 Onsite Landscape Plans	\$1,404	Y	
15 Offsite Landscape Plans	\$1,894	Y	
<hr/>			
<b>Housing</b>			
16 Senate Bill (SB) 330 Application Review	\$1,227	Y	
<hr/>			
<b>Pre-Application</b>			
17 Pre-Application	No Charge	Y	

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Development Agreement</b>			
18 Development Agreement Review			
a) Base Fee	\$5,908		Y
b) Plus, Time & Materials Deposit for Legal Review	\$10,000		Y
19 Development Agreement Amendment			
a) Base Fee	\$3,435		Y
b) Plus, Time & Materials Deposit for Legal Review	\$10,000		N
<hr/>			
<b>Environmental Review</b>			
20 Categorical Exemption	\$245	[c]	Y
21 Initial Study / Addendum / Subsequent / Streamlined	\$3,772	[c]	Y
22 Initial Study / Negative Declaration / Mitigated Neg. Declaration	\$5,612	[c]	Y
23 Environmental Impact Report Review	\$11,960	[c]	Y
24 Deposit for Third Party Review or In-House Preparation of CEQA Documents, As Needed (In addition to Fees Shown Above)	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	[c]	N
<hr/>			
<b>Variance</b>			
25 Adjustment	\$1,282		Y
26 Variance	\$3,428		Y
<hr/>			
<b>Special Event Permit</b>			
27 Special Event Permit	\$307		Y
28 Drone / Film / Still Photography	\$376		Y
<hr/>			
<b>Signs</b>			
29 Temporary Signage Permit	\$73		Y
30 Sign Permit	\$155		Y
31 Sign Program Review (with ARC Review)	\$2,094		Y
32 ARC Sign Design Review - Monument Signs and Sign Design	\$1,112		Y
33 Sign Program Amendment	\$1,603		Y
<hr/>			
<b>Subdivision / Tentative Parcel Map</b>			
34 Tentative Parcel Map (4 or less parcels / commercial)	\$3,222		Y
35 Tentative Parcel Map Revision	\$2,486		Y
<hr/>			

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Subdivision / Tentative Tract Map (5 or more parcels)</b>			
36 Up to 20 acres	\$6,255	Y	
37 More than 20 acres	\$8,953	Y	
38 Tentative Tract Map Revision	\$4,905	Y	
39 Tentative Condominium Map	\$6,255	Y	
<hr/>			
<b>Time Extensions</b>			
40 Staff Review	\$981	Y	
41 Planning Commission Review	\$1,472	Y	
42 City Council Review	\$1,963	Y	
<hr/>			
<b>General / Specific Plans</b>			
43 General Plan Amendment	\$8,520	Y	
44 General Plan Text Amendment	\$3,967	Y	
45 Zone Change	\$5,576	Y	
46 Zoning Text Amendment	\$4,907	Y	
47 Specific Plan	\$9,813	Y	
48 Specific Plan Amendment	\$4,907	Y	
<hr/>			
<b>Historic Preservation</b>			
49 Historical Landmark / District Designation	No Charge	Y	
50 Mills Act	\$318 application; \$1,000 contract initiation	Y	
51 Certificate Of Appropriateness	No Charge	Y	
<hr/>			
<b>Appeals</b>			
52 Appeal to Director of Development Services (per appeal)	\$276	Y	
53 Appeal to Planning Commission (per appeal)	\$276	Y	
54 Appeal to City Council (per appeal)	\$276	Y	
<hr/>			
<b>Zoning Plan Review</b>			
55 Alterations/Additions - Residential	\$123	Y	
56 New Construction - Single Family Residential	\$184	Y	
57 New Construction - 2-4 Residential Units	\$245	Y	
58 New Construction - 5+ Residential Units	\$491	Y	
59 New Construction - Non-Residential	\$368	Y	
60 Alterations/Additions - Non-Residential	\$123	Y	

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Miscellaneous</b>			
61 Digitization Fee			
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		N
b) 24 x 36 per sheet (D, D, E & F)	\$0.80		N
c) Color photos up to 8.5 x 11	\$0.11		N
62 Credit Card Transaction Processing Fee	3%		N
63 Annexation	Actual Cost w/ \$25,000 initial deposit		N
64 Mailing / Noticing	\$300		Y
65 Street Name Change / Review	\$2,208		Y
66 Certificate of Use	\$134		Y
67 Home Occupation Permit			
a) New	\$79		Y
b) Renewal	\$71		Y
68 Zoning Letter	\$337		Y
69 Expedited Review Fee	1.5x standard fee	[d]	N
<hr/>			
<b>Regulatory Permit Review</b>			
70 Bingo License	\$50 plus 1% of gross receipts per month		N
71 Massage Establishment	\$320		Y
72 Valet Parking Permit			
a) New	\$65		Y
b) Renewal	\$56		Y
73 Entertainment Site Plan	\$245		Y
<hr/>			
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>			
74 Planning (per hour)	\$184		Y
75 Code Enforcement (per hour)	\$144		Y
76 City Attorney or Other Legal Review	100% pass-through of actual cost		N
77 Outside Service Providers	100% pass-through of actual cost		N

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
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\* Any reference to acreage in the fees listed above should be interpreted as gross acres.

[a] Minor temporary use permit: indoor event; outdoor event with tents less 400 SF, no generators, or external electrical supply required; small-scale entertainment or amplified sound; pre-prepared food and packaged snacks and/or 1-2 food trucks; foldable and/or light-weight outdoor furniture; events with fewer than 100 project attendees.

[b] Major temporary use permit: pyrotechnics and/or special effects display; fireworks permit; valet service required; live entertainment with amplified sound that requires a stage and seating/bleachers; road closures or substantial parking lot space occupied; large-scale food; City-owned property; events with 3+ vendors.

[c] Fish and Wildlife recordation fees shall be paid separately.

[d] Request for expedited service is subject to Development Services Department Director approval. It is dependent on staff availability and workload.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Land Subdivision</b>				
1 Parcel Map:				
a) Final Parcel Map				
i) Base Fee	\$1,554	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$184	per lot	Y	
b) Final Parcel Map - Amendment				
i) Base Fee	\$620	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$142	per lot	Y	
c) Substantial Conformance Review	\$1,679	each		Y
2 Tract Map:				
a) Final Tract Map				
i) Base Fee	\$1,554	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$107	per lot	Y	
b) Final Tract Map - Amendment				
i) Base Fee	\$1,188	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$71	per lot	Y	
c) Substantial Conformance Review	\$2,556	each		Y
3 Reversion to Acreage:				
a) Initial Sheet	\$852	per sheet		Y
b) Each Additional Sheet	\$426	per sheet		Y
4 Lot Line Adjustment/Parcel Merger				
a) Lot Line Adjustment	\$2,471	per request		Y
b) Parcel Merger	\$2,471	per request		Y
5 Street Dedication/Vacation				
a) Land Action Documents (ROW/Easements/Grant Deeds)	\$1,292	per request		Y
b) Vacation of Street/Public ROW	\$2,771	per request		Y
6 Land Survey				
a) Record of Survey	\$817	per request		Y
b) Certificate of Correction	\$817	per request		Y

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Grading / Project Improvements</b>				
7 Plan Review (First 3 Reviews):				
a) Rough Grading				
i) Initial Sheet	\$1,420	per sheet	Y	
ii) Each Additional Sheet	\$671	per sheet	Y	
iii) Revisions - Initial Sheet	\$620	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$284	per sheet	Y	
b) Precise Grading - Commercial				
i) Initial Sheet	\$1,420	per sheet	Y	
ii) Each Additional Sheet	\$852	per sheet	Y	
iii) Revisions - Initial Sheet	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$284	per sheet	Y	
c) Precise Grading - Tract Homes				
i) Initial Sheet	\$1,679	per sheet	Y	
ii) Each Lot	\$97	per lot	Y	
iii) Revisions - Initial Sheet	\$620	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$142	per sheet	Y	
d) Precise Grading - Custom Home				
i) Initial	\$1,333	per lot	Y	
ii) Revision	\$568	per lot	Y	
e) PM10				
i) Initial Report	\$452	per report	Y	
ii) Revisions - per report	\$142	per report	Y	
f) Street Improvements				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$1,065	per sheet	Y	
iii) Revisions - Initial Sheet	\$904	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$426	per sheet	Y	
g) Storm Drain				
i) Initial Sheet	\$2,130	per sheet	Y	
ii) Each Additional Sheet	\$1,491	per sheet	Y	
iii) Revisions - Initial Sheet	\$904	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$426	per sheet	Y	

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
h) Signing and Striping				
i) Initial Sheet	\$1,542	per sheet	Y	
ii) Each Additional Sheet	\$568	per sheet	Y	
iii) Revisions - Initial Sheet	\$620	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$284	per sheet	Y	
i) Traffic Signal				
i) Initial Sheet	\$1,629	per sheet	Y	
ii) Each Additional Sheet	\$710	per sheet	Y	
iii) Revisions - Initial Sheet	\$868	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$568	per sheet	Y	
j) Traffic Control Plan	\$36	per sheet	Y	
k) Record Drawings/As Built Review				
i) Initial Sheet	\$284	per sheet	Y	
ii) Each Additional Sheet	\$71	per sheet	Y	
l) Hydrology Report				
i) Initial Report	\$1,667	per report	Y	
ii) Revisions	\$762	per report	Y	
m) Traffic Study	\$1,207	per study	Y	
n) WQMP Report				
i) With Prior Entitlement	\$1,491	per report	Y	
ii) Without Prior Entitlement	\$3,789	per report	Y	
iii) Revisions	\$620	per report	Y	
o) SWPPP / Erosion Control				
i) Initial Plan	\$1,195	per plan	Y	
ii) Revisions	\$513	per plan	Y	
p) Public Sewer and/or Water Only				
i) Initial Sheet	\$142	per sheet	Y	
ii) Each Additional Sheet	\$71	per sheet	Y	
iii) Revisions - Initial Sheet	\$0	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	per sheet	Y	
8 Plan Review (>3 Reviews)	\$213	per hour	Y	
9 Expedited Plan Review Fee	1.5x standard fee		[a]	N

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Grading Permit / PM10</b>				
10 Permit Processing / Renew Expired Permit	\$244	each	Y	
11 Clear and Grub Permit	\$213	each	Y	
12 Grading Permit				
a) Rough Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		N	
b) Precise Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		N	
c) Single Family Residential Final Grading	\$266	per lot	Y	
13 PM10	\$500 base fee + 2% x Valuation		N	
<hr/> <b>Encroachment and Project Improvement Inspection Permits</b>				
14 Project Improvement Permit Inspections				
a) Street Inspection Fee: On-Site and Off-Site Improvements (Includes Signing & Striping)	\$500 base fee + 2% x Valuation		N	
b) Storm Drain Inspection Fee: On-Site and Off-Site Improvements	\$500 base fee + 2% x Valuation		N	
c) Traffic Signal Inspection Fee	\$500 base fee + 2% x Valuation		N	
d) Landscape Inspection				
i) Offsite	\$500 base fee + 2% x Valuation		N	
ii) Onsite				
a) Residential (Each Lot)	\$107	Each Lot	Y	
b) Non-Residential (Each Commercial or Common Area)	\$213	Each Commercial or Common Area	Y	
e) Survey Monument	\$142	Per Lot	Y	
15 Encroachment Permit Processing / Renew Expired Permit	\$102	each	Y	
16 Encroachment Permit Inspections				
a) Curb and Gutter (per 100 LF)	\$213	per 100 LF	Y	
b) Driveway Approach				
i) Residential	\$195	per approach	Y	
ii) Commercial	\$390	per approach	Y	
c) Excavation / Boring (per 100 LF)	\$852	per 100 LF	Y	
d) Traffic Control Plan Review and Inspection (PW Only)	\$195	per day	Y	
e) Utility Cut	\$195	per location	Y	

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>17 Research/Administrative</b>				
a) Bond Reduction Request (per bond)	\$1,420		Y	
b) Final Inspection/Acceptance (per bond/deposit)	\$1,988		Y	
c) Monumentation Release	\$426		Y	
d) Subdivision Improvement Agreement (SIA)	\$568	per request	Y	
e) SIA - Time Extension	\$568	per request	Y	
f) Assignment & Assumptions Agreement	\$1,136	per request	Y	
g) Flood Plain Research/FEMA App	\$568	per request	Y	
<hr/>				
<b>Reactivation of Permit</b>				
18 Reactivation of an Expired Permit	50% of Permit Fee		N	
<hr/>				
<b>Technology Enhancement Fee</b>				
19 Technology Enhancement Fee (percent of permit)	5%		N	
<hr/>				
<b>20 Transportation Permit</b>				
a) Annual	\$90	each	N	
b) Single Event	\$16	each	N	
<hr/>				
<b>21 Community Garden</b>				
a) Community Garden - Application	\$50	each	Y	
b) Re-key Fee	\$10	each	Y	
<hr/>				
<b>22 Self Hauler/Back Hauler</b>				
a) Initial	\$80	each	Y	
b) Renewal	\$80	each	Y	
<hr/>				
<b>Pod/Dumpster</b>				
23 Pod/Dumpster	\$213		Y	
<hr/>				
<b>Credit Card Transaction Processing Fee</b>				
24 Credit Card Transaction Processing Fee	3%		N	
<hr/>				

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Other</b>				
25 Digitization Fee				
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07			Y
b) 24 x 36 per sheet (D, D, E & F)	\$0.80			Y
c) Color photos up to 8.5 x 11	\$0.11			Y
26 Excess Plan Review Fee (4th and subsequent)	\$213	per hour		Y
27 After Hours Inspection (per hour) (2-hour minimum)	\$256	per hour		Y
28 Re-inspection Fee (2nd Time or More) (each)	\$107	each	[b]	Y
29 Missed inspection Fee	\$107	each		Y
30 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$107	per 1/2 hour		Y
<b>Refunds</b>				
a) Refunds for Plan Checks				
i) If plan check has not begun	90% refund		[c]	N
ii) If 1st plan check has begun	30% refund		[c]	N
iii) If 2nd plan check has begun	10% refund		[c]	N
iv) Past 2nd plan check	no refund		[c]	N
b) Refunds for Permits - Permit issued and no work has commenced	Up to 50% of original permit fee		[d]	N
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>				
32 Development Engineering and Encroachment Personnel (per hour)	\$213			Y
33 City Attorney or Other Legal Review	100% pass-through of actual cost			N
34 Outside Service Providers (e.g., LAFCO, County, Newspaper)	100% pass-through of actual cost			N

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
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\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] Reinspection fee applies after the first re-inspection.

[c] Upon request of the applicant, the director may authorize refunding a percentage of fees paid with the following schedule. If any portion of the plan check fee has been paid out by the city to another agency or consultant for services rendered in connection with the plan check, no refund of that portion of the fee shall be made.

[d] Upon request of the applicant, the director may authorize refunding of not more than 50% of fees paid when no work has been done under an issued permit. In no case shall the refund exceed the cost of services provided to date of cancellation of permit issuance.

[e] Each deposit and/or fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of services/materials required to perform the requested service. For service requests that are anticipated to require efforts, services, or materials, materially different than those typically required, the Department reserves the right to modify the initial deposit amount and/or use a time and materials billing methodology rather than a fixed fee for service. For fees calculated as a percentage of project valuation, valuation shall be based on engineer's cost estimate.

# **City of Palm Desert**

## **CITY FEES ADOPTED UNDER SEPARATE RESOLUTION/ORDINANCE**

**The following fees were not examined as part of the fee study but may be charged as part of the permit process**

Activity Description	Fee	Charge Basis	Note	CPI
1 Signalization		RES 79-58		
2 Park Dedication Fees		ORD 1259		
3 Childcare Facilities		RES 05-79		
4 Fuel Cell Permit		RES 08-12		
5 Job Valuation		RES 83-073		
6 Low Income Housing		RES 90-130		
7 Construction Fee		ORD 216		
8 Drainage Facilities		ORD 218		
9 Fire Protection & Equipment		ORD 1073		
10 Public Art		ORD 473		
11 Fire Impact		ORD 1120		
12 Haul Route Wear and Tear Fee		ORD 1294		



**Proposed Fee Schedule**  
**Year Three of Multi-Year Phase-In**

**City of Palm Desert**  
**Schedule of User and Regulatory Fees**

Fee Type	Page
Building Permit Fees	1
Planning	11
Engineering and Encroachment Permit Fees	16
City Fees Adopted Under Separate Resolution/Ordinance	23

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
1 HVAC Change-Out - Residential	\$178		Y
2 HVAC Change-Out - Commercial (per unit)	\$267		Y
3 Residential Solar Photovoltaic System - Solar Permit			
a) Residential Solar Photovoltaic System - Solar Permit (All inclusive)	\$450	[a]	N
b) Above 15kW – per kW (All inclusive)			
i) Base Fee	\$450	[a]	N
ii) Fee per kW Above 15kW	\$15	[a]	N
4 Commercial Solar Photovoltaic System - Solar Permit (All inclusive)			
a) 50kW or less	\$1,000	[b]	N
b) 50kW – 250kW			
i) Base Fee	\$1,000	[b]	N
ii) Fee per kW Above 50kW up to 250kW	\$7	[b]	N
c) Above 250kW			
i) Base Fee	\$2,400	[b]	N
ii) Fee per kW Above 250kW	\$5	[b]	N
5 Service Panel Upgrade - Residential	\$178		Y
6 Service Panel Upgrade - Commercial	\$356		Y
7 EV Charger - Residential	\$178		Y
8 EV Charger - Commercial	See Permit Fee Table "B".		N
9 Water Heater Changeout - Residential	\$178		Y
10 Water Heater Changeout - Commercial	\$267		Y
11 Line Repair - Sewer / Water / Gas / Re-pipe	\$178		Y
12 New Sewer Connection	\$267		Y
13 Residential Re-Roof			
a) Up to 2,000 SF (Re-Roof Area only)	\$312		Y
b) Each Add'l 1,000 SF or fraction thereof	\$89		Y

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
14 Commercial Re-Roof			
a) Up to 2,000 SF (Re-Roof Area only)	\$490	Y	
b) Each Add'l 1,000 SF or fraction thereof	\$89	Y	
15 Demolition			
a) Residential Single Family	\$178	Y	
b) Commercial	\$178	Y	
c) Miscellaneous Non-Structural	\$178	Y	
16 Temporary Power Pole	\$178	Y	
17 Swimming Pool/Spa			
a) Residential Swimming Pool / Spa (Includes Remodel)	\$712	Y	
b) Commercial Swimming Pool/Spa (Each Pool)	\$1,157	Y	
c) Detached Spa / Water Feature	\$356	Y	
d) Commercial Pool Remodel	\$356	Y	
e) Equipment Change-out Alone	\$178	Y	
18 Patio Cover/Carport- Residential (If engineered, plan check fee will apply)			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$267	Y	
ii) Greater than 200 SF	\$356	Y	
b) Upgraded (with electrical, fans, etc.)			
i) Up to 200 SF	\$356	Y	
ii) Greater than 200 SF	\$445	Y	
c) Alteration to Existing (per patio/carport)	\$178	Y	
19 Patio Cover/Carport - Commercial (Per patio cover/carport) - Plan check fee applies			
a) Standard (Wood/Metal Frame)			
i) Up to 200 SF	\$356	Y	
ii) Greater than 200 SF	\$445	Y	
b) Upgraded (with electrical, fans, etc.)			
i) Up to 200 SF	\$445	Y	
ii) Greater than 200 SF	\$534	Y	
c) Alteration to Existing (per patio/carport)	\$178	Y	

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
20 Window / Sliding Glass Door			
a) Retrofit / Whole Replacement Only			
i) Up to 5	\$223	Y	
ii) Each additional 5	\$45	Y	
b) New / Alteration - Plan check fee applies			
i) First	\$312	Y	
ii) Each additional	\$45	Y	
21 Block/Masonry Wall (If engineered, plan check fee will apply)			
a) 0 - 100 ft	\$356	Y	
b) Each Add'l 25 ft	\$45	Y	
22 Trash Enclosure (per trash enclosure)	\$178		Y
23 Parking Lot Re-striping and Accessibility	\$178		Y
24 Appeals Board Application	\$712		Y
25 Cell Site Application (plan check fees apply)	\$401		Y
26 Cell Site Alteration (plan check fees apply)	\$178		Y
27 Sign Permit	\$178		Y
28 Temporary Tent Bleachers	\$178		Y
29 Tenant Improvement (Includes MEP)			
a) 0 - 2,000 sq ft	\$712		Y
b) Each Additional 500 sq ft	\$178		Y
30 Residential Remodel (Includes MEP)			
a) 1 Kitchen or 1 Bath	\$178		Y
b) More than 1 Kitchen or 1 Bath			
i) 0 - 200 sq ft	\$356		Y
ii) Each Additional 100 sq ft	\$89		Y

# City of Palm Desert

## BUILDING FEES

**A. Fees for Commonly Requested Building Permit Types. Additional fees may apply for permit processing (as shown in Building Fees Section H (1)), required Plan Review (as shown in Building Fees Section G (1)), services provided by other City Departments (e.g., Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g., State of California).**

Fee Description	Fee	Note	CPI
[a] California Government Code Section 66015(a)(1), establishes maximum fees for residential solar energy systems. For photovoltaic systems, fees shall not exceed \$450 plus \$15 per kW for each kilowatt above 15kW. For thermal systems, fees shall not exceed \$450, plus \$15 per kWth for each kilowatt thermal above 10kWth. Fees in excess of these amounts require written findings and resolution or ordinance.			
[b] California Government Code Section 66015(b)(1), establishes maximum fees for commercial solar energy systems. Fees shall not exceed \$1,000 for systems up to 50kW plus \$7 per kilowatt for each kilowatt between 51kW and 250kW, plus \$5 for each kilowatt above 250kW. For thermal systems, fees shall not exceed \$1,000 up to the 30kWth, plus \$7 per kWth for each kWth between the 30th and 260th kWth, plus \$5 for each kWth above 260kWth. Fees in excess of these amounts require written findings and resolution or ordinance.			

\* Additional fees may apply for plan review, as needed. Plan Review Fees are listed in Building Fees Section G (1).

# City of Palm Desert

## BUILDING FEES

### Determination of Valuation for Fee-Setting Purposes

- Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

**Note: For construction projects with permit fees calculated using Section B, C, D, or E, additional fees apply for permit issuance. Additional fees apply for plan review, when applicable. Additional fees may apply for services provided by other City Departments (e.g. Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California).**

### B. Permit Fee for New Construction and Additions (Includes Mechanical, Plumbing, and Electrical)

Total Valuation	Permit Fee				CPI
\$1 to \$4,000	\$178.00				N
\$4,001 to \$10,000	\$178.00	for the first \$4,000	plus	\$29.67 for each add'l \$1,000 or fraction thereof, to and including \$10,000	N
\$10,001 to \$50,000	\$356.00	for the first \$10,000	plus	\$17.80 for each add'l \$1,000 or fraction thereof, to and including \$50,000	N
\$50,001 to \$100,000	\$1,068.00	for the first \$50,000	plus	\$14.24 for each add'l \$1,000 or fraction thereof, to and including \$100,000	N
\$100,001 to \$500,000	\$1,780.00	for the first \$100,000	plus	\$3.56 for each add'l \$1,000 or fraction thereof, to and including \$500,000	N
\$500,001 to \$1,000,000	\$3,204.00	for the first \$500,000	plus	\$3.56 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	N
\$1,000,001 and up	\$4,984.00	for the first \$1,000,000	plus	\$3.38 for each additional \$1,000 or fraction thereof over \$1,000,000	N

For permits requiring energy, or accessibility review, the following percentages shall be added to the base permit fee

**Energy inspection fees = Base permit fee x .05**

**Accessibility inspection fees = Base permit fee x .05**

# City of Palm Desert

## BUILDING FEES

### C. Permit Fee for Stand-Alone Mechanical Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$178.00	N
\$4,001 to \$10,000	\$267.00	N
\$10,000 and up	\$356.00	N

### D. Permit Fee for Stand-Alone Plumbing Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$178.00	N
\$4,001 to \$10,000	\$267.00	N
\$10,000 and up	\$356.00	N

### E. Permit Fee for Stand-Alone Electrical Permit

Total	Permit Fee	CPI
Up to \$2,000	\$89.00	N
\$2,001 to \$4,000	\$178.00	N
\$4,001 to \$10,000	\$267.00	N
\$10,000 and up	\$356.00	N

# City of Palm Desert

## BUILDING FEES

### F. Permit Fee for Stand-Alone or Combination Permits Not Identified Elsewhere in this Schedule

**Note:** For construction projects with permit fees calculated using Section F, additional fees apply for permit issuance. Additional fees apply for plan review, when applicable. Additional fees may apply for services provided by other City Departments (e.g. Planning and/or Engineering Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

Activity Description	Fee	Note	CPI
<b>1 Stand-Alone or Combination Permit Fees (Alternative Calculation)</b>			
a) One Inspection Required	\$89	Y	
b) Two Inspections Required	\$178	Y	
c) Three Inspections Required	\$267	Y	
d) Four Inspections Required	\$356	Y	
e) Each Additional Inspection	\$89	Y	

# City of Palm Desert

## BUILDING FEES

### G. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note	CPI
<b>1 Plan Review Fees</b>				
a) Plan Review Fee, if applicable	65% of Building Permit Fee		[a]	N
b) Phased Plan Check (when applicable)	1.5x full plan check fee for entire bldg			N
c) Expedited Plan Check (when applicable)	1.5x standard plan check fee			N
d) Tract Homes, Condos, Apartments (Production Units)	10% of standard plan check fee		[b]	N
e) Alternate Materials and Materials Review	\$178	per hour		Y
f) Excess Plan Review Fee (4th and subsequent)	\$178	per hour		Y
g) Revisions of Approved Plans	\$178	per hour		Y
h) Revisions that Add Scope	65% of Added Building Permit Fee	per hour	[a]	N
i) Standalone Plan Check	\$89	per half hour		Y

When applicable, plan check fees shall be paid at the time of application for a building permit.

The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## BUILDING FEES

### H. Other Fees

Activity Description	Fee	Note	CPI
1 Permit Processing Fee			
a) Minor Permits	\$178	Y	
b) New Construction/Tenant Improvements	\$401	Y	
2 General Plan Maintenance Fee (percent of building permit fee)	3%	[a]	N
3 Technology Fee (percent of permit fee)	5%	[b]	N
4 Strong Motion Instrumentation (SMI) Fee Calculation			
a) Residential	\$0.50 or valuation x .00013	[c]	N
b) Commercial	\$0.50 or valuation x .00028	[c]	N
5 Building Standards (SB 1473) Fee Calculation (Valuation)			
a) \$1 - \$25,000	\$1	[c]	N
b) \$25,001 - \$50,000	\$2	[c]	N
c) \$50,001 - \$75,000	\$3	[c]	N
d) \$75,001 - \$100,000	\$4	[c]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1	[c]	N
6 Credit Card Transaction Processing Fee	3%		N
7 Temporary Certificate of Occupancy (per 30 Days)	\$534		Y
8 Sewer Certificate of Compliance	\$356		Y
9 Renew for Final, Courtesy Inspection (Meter Release without a Permit, Non-Emergency Inspection Requests)	\$267		Y
10 Addressing - Residential Or Commercial (Per Unit/Lot/Meter/Cell Sites) Includes New Addressing And Changes	\$89		Y
11 Building Official Variance Consideration (per hour)	\$178		Y
<b>Copies, Re-Print, Change Of Contractor</b>			
12 Job Card / Permit Re-Print	\$59		Y
13 Change Of Contractor	\$89		Y
<b>Violation Fees</b>			
14 Work Without a Permit	2x building permit fee		N

# City of Palm Desert

## BUILDING FEES

### H. Other Fees

Activity Description	Fee	Note	CPI
<b>Other Fees</b>			
15 Digitization Fee			
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		N
b) 24 x 36 per sheet	\$0.80		N
c) Color photos up to 8.5 x 11	\$0.11		N
16 Phased Inspection Fee (per inspection)	\$89		Y
17 After Hours Inspection (per hour) (2-hour minimum)	\$214		Y
18 Re-inspection Fee (2nd Re-inspection or More) (each)	\$89	[d]	Y
19 Missed inspection Fee	\$89		Y
20 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$89		Y
21 Compliance Inspection Fee	\$178		Y
22 Special / Other Inspection Fee	\$178		Y
23 Mobile Home Permit Fees	See Title 25 of CA Code of Regulations	[c]	N
24 Permit/Plan Check Renewal Fee within 1 year from Expiration	50% of building permit/plan check fees		N
25 Permit/Plan Check Renewal Fee over 1 year from Expiration	100% of building permit/plan check fees		N
26 Refunds			
a) Fees Erroneously Paid or Collected by the City	100% refund	[e]	N
b) Fees Prior to Work Being Commenced	up to 80% refund	[f]	N
c) 180 Days After Payment of Fees	no refund	[g]	N

[a] Fee applies to all building permits (e.g., new construction, additions, tenant improvements, etc.), but not mechanical, electrical, or plumbing permits.

[b] Fee applies to all permits (e.g., building permits, mechanical, electrical, and plumbing permits).

[c] Fees established by the State of California.

[d] Reinspection fee applies after the first re-inspection.

[e] The Building Official may authorize refunding of any fee paid, or portion thereof, which was erroneously paid or collected by the city.

[f] No fees are refundable once the work covered by them is commenced.

[g] Whether work has commenced or not, no fees are refundable more than 180 days after their payment.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Use Permit</b>			
1 Administrative Use Permit	\$2,208	Y	
2 Conditional Use Permit	\$6,992	Y	
3 Temporary Use Permit			
a) Minor Temporary Use Permit		[a]	
i) Non-Profit with 501(c)3 tax status	No Charge	N	
ii) All Others	\$736	Y	
b) Major Temporary Use Permit		[b]	
i) Non-Profit with 501(c)3 tax status	\$184	Y	
ii) All Others	\$1,840	Y	
<hr/>			
<b>Architectural Review / Site Development Review</b>			
4 Single-Family/Duplex Permit	\$2,760	Y	
5 Residential - Fence and Wall Exceptions	\$1,656	Y	
6 RV Parking - With Appeal	\$736	Y	
7 Commercial (façade revision/modification / awning replacement)	\$3,312	Y	
8 New Commercial with Prior Entitlement	\$3,312	Y	
9 Residential Tract, Multifamily Residential, and/or Mixed Use	\$4,784	Y	
<hr/>			
<b>Precise Plan / Preliminary Development Plan</b>			
10 Precise Plan - Up to 5 Acres	\$10,488	Y	
11 Precise Plan - More than 5 Acres	\$14,536	Y	
<hr/>			
<b>Modification of Precise Plan / Conditional Use Permit</b>			
12 Modification - Revised Permit	\$6,624	Y	
13 Substantial Conformance - Director Determination	\$3,312	Y	
<hr/>			
<b>Landscape Plan</b>			
14 Onsite Landscape Plans	\$1,840	Y	
15 Offsite Landscape Plans	\$2,576	Y	
<hr/>			
<b>Housing</b>			
16 Senate Bill (SB) 330 Application Review	\$1,840	Y	
<hr/>			
<b>Pre-Application</b>			
17 Pre-Application	No Charge	Y	
<hr/>			

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Development Agreement</b>			
18 Development Agreement Review			
a) Base Fee	\$7,360		Y
b) Plus, Time & Materials Deposit for Legal Review	\$10,000		Y
19 Development Agreement Amendment			
a) Base Fee	\$5,152		Y
b) Plus, Time & Materials Deposit for Legal Review	\$10,000		N
<hr/>			
<b>Environmental Review</b>			
20 Categorical Exemption	\$368	[c]	Y
21 Initial Study / Addendum / Subsequent / Streamlined	\$5,520	[c]	Y
22 Initial Study / Negative Declaration / Mitigated Neg. Declaration	\$8,280	[c]	Y
23 Environmental Impact Report Review	\$11,960	[c]	Y
24 Deposit for Third Party Review or In-House Preparation of CEQA Documents, As Needed (In addition to Fees Shown Above)	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	[c]	N
<hr/>			
<b>Variance</b>			
25 Adjustment	\$1,840		Y
26 Variance	\$3,680		Y
<hr/>			
<b>Special Event Permit</b>			
27 Special Event Permit	\$460		Y
28 Drone / Film / Still Photography	\$552		Y
<hr/>			
<b>Signs</b>			
29 Temporary Signage Permit	\$92		Y
30 Sign Permit	\$184		Y
31 Sign Program Review (with ARC Review)	\$2,944		Y
32 ARC Sign Design Review - Monument Signs and Sign Design	\$1,472		Y
33 Sign Program Amendment	\$2,208		Y
<hr/>			
<b>Subdivision / Tentative Parcel Map</b>			
34 Tentative Parcel Map (4 or less parcels / commercial)	\$4,232		Y
35 Tentative Parcel Map Revision	\$3,128		Y
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# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Subdivision / Tentative Tract Map (5 or more parcels)</b>			
36 Up to 20 acres	\$7,728	Y	
37 More than 20 acres	\$11,776	Y	
38 Tentative Tract Map Revision	\$5,704	Y	
39 Tentative Condominium Map	\$7,728	Y	
<hr/>			
<b>Time Extensions</b>			
40 Staff Review	\$1,472	Y	
41 Planning Commission Review	\$2,208	Y	
42 City Council Review	\$2,944	Y	
<hr/>			
<b>General / Specific Plans</b>			
43 General Plan Amendment	\$11,776	Y	
44 General Plan Text Amendment	\$5,888	Y	
45 Zone Change	\$7,360	Y	
46 Zoning Text Amendment	\$7,360	Y	
47 Specific Plan	\$14,720	Y	
48 Specific Plan Amendment	\$7,360	Y	
<hr/>			
<b>Historic Preservation</b>			
49 Historical Landmark / District Designation	No Charge	Y	
50 Mills Act	\$318 application; \$1,000 contract initiation	Y	
51 Certificate Of Appropriateness	No Charge	Y	
<hr/>			
<b>Appeals</b>			
52 Appeal to Director of Development Services (per appeal)	\$276	Y	
53 Appeal to Planning Commission (per appeal)	\$276	Y	
54 Appeal to City Council (per appeal)	\$276	Y	
<hr/>			
<b>Zoning Plan Review</b>			
55 Alterations/Additions - Residential	\$184	Y	
56 New Construction - Single Family Residential	\$276	Y	
57 New Construction - 2-4 Residential Units	\$368	Y	
58 New Construction - 5+ Residential Units	\$736	Y	
59 New Construction - Non-Residential	\$552	Y	
60 Alterations/Additions - Non-Residential	\$184	Y	

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
<b>Miscellaneous</b>			
61 Digitization Fee			
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07		N
b) 24 x 36 per sheet (D, D, E & F)	\$0.80		N
c) Color photos up to 8.5 x 11	\$0.11		N
62 Credit Card Transaction Processing Fee	3%		N
63 Annexation	Actual Cost w/ \$25,000 initial deposit		N
64 Mailing / Noticing	\$450		Y
65 Street Name Change / Review	\$3,312		Y
66 Certificate of Use	\$184		Y
67 Home Occupation Permit			
a) New	\$92		Y
b) Renewal	\$92		Y
68 Zoning Letter	\$368		Y
69 Expedited Review Fee	1.5x standard fee	[d]	N
<hr/>			
<b>Regulatory Permit Review</b>			
70 Bingo License	\$50 plus 1% of gross receipts per month		N
71 Massage Establishment	\$368		Y
72 Valet Parking Permit			
a) New	\$72		Y
b) Renewal	\$72		Y
73 Entertainment Site Plan	\$368		Y
<hr/>			
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>			
74 Planning (per hour)	\$184		Y
75 Code Enforcement (per hour)	\$144		Y
76 City Attorney or Other Legal Review	100% pass-through of actual cost		N
77 Outside Service Providers	100% pass-through of actual cost		N

# City of Palm Desert

## PLANNING FEES

Activity Description	Fee	Note	CPI
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\* Any reference to acreage in the fees listed above should be interpreted as gross acres.

[a] Minor temporary use permit: indoor event; outdoor event with tents less 400 SF, no generators, or external electrical supply required; small-scale entertainment or amplified sound; pre-prepared food and packaged snacks and/or 1-2 food trucks; foldable and/or light-weight outdoor furniture; events with fewer than 100 project attendees.

[b] Major temporary use permit: pyrotechnics and/or special effects display; fireworks permit; valet service required; live entertainment with amplified sound that requires a stage and seating/bleachers; road closures or substantial parking lot space occupied; large-scale food; City-owned property; events with 3+ vendors.

[c] Fish and Wildlife recordation fees shall be paid separately.

[d] Request for expedited service is subject to Development Services Department Director approval. It is dependent on staff availability and workload.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Land Subdivision</b>				
1 Parcel Map:				
a) Final Parcel Map				
i) Base Fee	\$1,704	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$213	per lot	Y	
b) Final Parcel Map - Amendment				
i) Base Fee	\$852	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$213	per lot	Y	
c) Substantial Conformance Review	\$1,704	each		Y
2 Tract Map:				
a) Final Tract Map				
i) Base Fee	\$1,704	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$107	per lot	Y	
b) Final Tract Map - Amendment				
i) Base Fee	\$1,704	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$107	per lot	Y	
c) Substantial Conformance Review	\$2,556	each		Y
3 Reversion to Acreage:				
a) Initial Sheet	\$1,278	per sheet		Y
b) Each Additional Sheet	\$639	per sheet		Y
4 Lot Line Adjustment/Parcel Merger				
a) Lot Line Adjustment	\$3,302	per request		Y
b) Parcel Merger	\$3,302	per request		Y
5 Street Dedication/Vacation				
a) Land Action Documents (ROW/Easements/Grant Deeds)	\$1,704	per request		Y
b) Vacation of Street/Public ROW	\$3,408	per request		Y
6 Land Survey				
a) Record of Survey	\$1,225	per request		Y
b) Certificate of Correction	\$1,225	per request		Y

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Grading / Project Improvements</b>				
7 Plan Review (First 3 Reviews):				
a) Rough Grading				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$852	per sheet	Y	
iii) Revisions - Initial Sheet	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$426	per sheet	Y	
b) Precise Grading - Commercial				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$1,278	per sheet	Y	
iii) Revisions - Initial Sheet	\$1,278	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$426	per sheet	Y	
c) Precise Grading - Tract Homes				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Lot	\$107	per lot	Y	
iii) Revisions - Initial Sheet	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$213	per sheet	Y	
d) Precise Grading - Custom Home				
i) Initial	\$1,651	per lot	Y	
ii) Revision	\$852	per lot	Y	
e) PM10				
i) Initial Report	\$639	per report	Y	
ii) Revisions - per report	\$213	per report	Y	
f) Street Improvements				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$1,065	per sheet	Y	
iii) Revisions - Initial Sheet	\$1,278	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$639	per sheet	Y	
g) Storm Drain				
i) Initial Sheet	\$2,130	per sheet	Y	
ii) Each Additional Sheet	\$1,491	per sheet	Y	
iii) Revisions - Initial Sheet	\$1,278	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$639	per sheet	Y	

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
h) Signing and Striping				
i) Initial Sheet	\$1,757	per sheet	Y	
ii) Each Additional Sheet	\$852	per sheet	Y	
iii) Revisions - Initial Sheet	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$426	per sheet	Y	
i) Traffic Signal				
i) Initial Sheet	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$1,065	per sheet	Y	
iii) Revisions - Initial Sheet	\$1,225	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$852	per sheet	Y	
j) Traffic Control Plan	\$36	per sheet	Y	
k) Record Drawings/As Built Review				
i) Initial Sheet	\$426	per sheet	Y	
ii) Each Additional Sheet	\$107	per sheet	Y	
l) Hydrology Report				
i) Initial Report	\$2,130	per report	Y	
ii) Revisions	\$1,065	per report	Y	
m) Traffic Study	\$1,811	per study	Y	
n) WQMP Report				
i) With Prior Entitlement	\$1,491	per report	Y	
ii) Without Prior Entitlement	\$3,834	per report	Y	
iii) Revisions	\$852	per report	Y	
o) SWPPP / Erosion Control				
i) Initial Plan	\$1,704	per plan	Y	
ii) Revisions	\$692	per plan	Y	
p) Public Sewer and/or Water Only				
i) Initial Sheet	\$213	per sheet	Y	
ii) Each Additional Sheet	\$107	per sheet	Y	
iii) Revisions - Initial Sheet	\$0	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	per sheet	Y	
8 Plan Review (>3 Reviews)	\$213	per hour	Y	
9 Expedited Plan Review Fee	1.5x standard fee		[a]	N

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Grading Permit / PM10</b>				
10 Permit Processing / Renew Expired Permit	\$320	each	Y	
11 Clear and Grub Permit	\$320	each	Y	
12 Grading Permit				
a) Rough Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		N	
b) Precise Grading including PM10 and SWPPP	\$500 base fee + 2% x Valuation		N	
c) Single Family Residential Final Grading	\$320	per lot	Y	
13 PM10	\$500 base fee + 2% x Valuation		N	
<hr/> <b>Encroachment and Project Improvement Inspection Permits</b>				
14 Project Improvement Permit Inspections				
a) Street Inspection Fee: On-Site and Off-Site Improvements (Includes Signing & Striping)	\$500 base fee + 2% x Valuation		N	
b) Storm Drain Inspection Fee: On-Site and Off-Site Improvements	\$500 base fee + 2% x Valuation		N	
c) Traffic Signal Inspection Fee	\$500 base fee + 2% x Valuation		N	
d) Landscape Inspection				
i) Offsite	\$500 base fee + 2% x Valuation		N	
ii) Onsite				
a) Residential (Each Lot)	\$107	Each Lot	Y	
b) Non-Residential (Each Commercial or Common Area)	\$213	Each Commercial or Common Area	Y	
e) Survey Monument	\$213	Per Lot	Y	
15 Encroachment Permit Processing / Renew Expired Permit	\$107	each	Y	
16 Encroachment Permit Inspections				
a) Curb and Gutter (per 100 LF)	\$213	per 100 LF	Y	
b) Driveway Approach				
i) Residential	\$213	per approach	Y	
ii) Commercial	\$426	per approach	Y	
c) Excavation / Boring (per 100 LF)	\$852	per 100 LF	Y	
d) Traffic Control Plan Review and Inspection (PW Only)	\$213	per day	Y	
e) Utility Cut	\$213	per location	Y	

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>17 Research/Administrative</b>				
a) Bond Reduction Request (per bond)	\$2,130		Y	
b) Final Inspection/Acceptance (per bond/deposit)	\$2,982		Y	
c) Monumentation Release	\$639		Y	
d) Subdivision Improvement Agreement (SIA)	\$852	per request	Y	
e) SIA - Time Extension	\$852	per request	Y	
f) Assignment & Assumptions Agreement	\$1,704	per request	Y	
g) Flood Plain Research/FEMA App	\$852	per request	Y	
<hr/>				
<b>Reactivation of Permit</b>				
18 Reactivation of an Expired Permit	50% of Permit Fee		N	
<hr/>				
<b>Technology Enhancement Fee</b>				
19 Technology Enhancement Fee (percent of permit)	5%		N	
<hr/>				
<b>20 Transportation Permit</b>				
a) Annual	\$90	each	N	
b) Single Event	\$16	each	N	
<hr/>				
<b>21 Community Garden</b>				
a) Community Garden - Application	\$50	each	Y	
b) Re-key Fee	\$10	each	Y	
<hr/>				
<b>22 Self Hauler/Back Hauler</b>				
a) Initial	\$80	each	Y	
b) Renewal	\$80	each	Y	
<hr/>				
<b>Pod/Dumpster</b>				
23 Pod/Dumpster	\$213		Y	
<hr/>				
<b>Credit Card Transaction Processing Fee</b>				
24 Credit Card Transaction Processing Fee	3%		N	
<hr/>				

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
<b>Other</b>				
25 Digitization Fee				
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07			Y
b) 24 x 36 per sheet (D, D, E & F)	\$0.80			Y
c) Color photos up to 8.5 x 11	\$0.11			Y
26 Excess Plan Review Fee (4th and subsequent)	\$213	per hour		Y
27 After Hours Inspection (per hour) (2-hour minimum)	\$256	per hour		Y
28 Re-inspection Fee (2nd Time or More) (each)	\$107	each	[b]	Y
29 Missed inspection Fee	\$107	each		Y
30 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$107	per 1/2 hour		Y
<b>Refunds</b>				
a) Refunds for Plan Checks				
i) If plan check has not begun	90% refund		[c]	N
ii) If 1st plan check has begun	30% refund		[c]	N
iii) If 2nd plan check has begun	10% refund		[c]	N
iv) Past 2nd plan check	no refund		[c]	N
b) Refunds for Permits - Permit issued and no work has commenced	Up to 50% of original permit fee		[d]	N
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>				
32 Development Engineering and Encroachment Personnel (per hour)	\$213			Y
33 City Attorney or Other Legal Review	100% pass-through of actual cost			N
34 Outside Service Providers (e.g., LAFCO, County, Newspaper)	100% pass-through of actual cost			N

# City of Palm Desert

## DEVELOPMENT ENGINEERING AND ENCROACHMENT FEES

Activity Description	Fee	Charge Basis	Note	CPI
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\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] Reinspection fee applies after the first re-inspection.

[c] Upon request of the applicant, the director may authorize refunding a percentage of fees paid with the following schedule. If any portion of the plan check fee has been paid out by the city to another agency or consultant for services rendered in connection with the plan check, no refund of that portion of the fee shall be made.

[d] Upon request of the applicant, the director may authorize refunding of not more than 50% of fees paid when no work has been done under an issued permit. In no case shall the refund exceed the cost of services provided to date of cancellation of permit issuance.

[e] Each deposit and/or fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of services/materials required to perform the requested service. For service requests that are anticipated to require efforts, services, or materials, materially different than those typically required, the Department reserves the right to modify the initial deposit amount and/or use a time and materials billing methodology rather than a fixed fee for service. For fees calculated as a percentage of project valuation, valuation shall be based on engineer's cost estimate.

# **City of Palm Desert**

## **CITY FEES ADOPTED UNDER SEPARATE RESOLUTION/ORDINANCE**

**The following fees were not examined as part of the fee study but may be charged as part of the permit process**

Activity Description	Fee	Charge Basis	Note	CPI
1 Signalization		RES 79-58		
2 Park Dedication Fees		ORD 1259		
3 Childcare Facilities		RES 05-79		
4 Fuel Cell Permit		RES 08-12		
5 Job Valuation		RES 83-073		
6 Low Income Housing		RES 90-130		
7 Construction Fee		ORD 216		
8 Drainage Facilities		ORD 218		
9 Fire Protection & Equipment		ORD 1073		
10 Public Art		ORD 473		
11 Fire Impact		ORD 1120		
12 Haul Route Wear and Tear Fee		ORD 1294		



## **APPENDIX III**

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# **ILLUSTRATION OF CURRENT AND PROPOSED FEES THREE YEAR PHASE-IN**



FINANCIAL CONSULTING

7960 B Soquel Drive, Suite 363, Aptos, California 95003

[CLEARSOURCEFINANCIAL.COM](http://CLEARSOURCEFINANCIAL.COM)



**Illustration of Current and Proposed Fees**

**Three Year Phase-In**

## **City of Palm Desert**

### **Schedule of User and Regulatory Fees**

Fee Type	Page
Building Permit Fees	3
Planning	11
Engineering and Encroachment Permit Fees	16

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
1 HVAC Change-Out - Residential	\$159	89%	100%	\$165	\$172	\$178		Y	
2 HVAC Change-Out - Commercial (per unit)	\$239	90%	100%	\$248	\$258	\$267		Y	
3 Residential Solar Photovoltaic System - Solar Permit									
a) Residential Solar Photovoltaic System - Solar Permit (All inclusive)	\$159			\$256	\$353	\$450		[a]	N
b) Above 15kW – per kW (All inclusive)									
i) Base Fee	\$159			\$256	\$353	\$450		[a]	N
ii) Fee per kW Above 15kW				\$15	\$15	\$15		[a]	N
4 Commercial Solar Photovoltaic System - Solar Permit (All inclusive)									
a) 50kW or less	\$159			\$439	\$720	\$1,000		[b]	N
b) 50kW – 250kW									
i) Base Fee	\$159			\$439	\$720	\$1,000		[b]	N
ii) Fee per kW Above 50kW up to 250kW	\$0			\$7	\$7	\$7		[b]	N
c) Above 250kW									
i) Base Fee	\$159			\$1,839	\$2,120	\$2,400		[b]	N
ii) Fee per kW Above 250kW	\$0			\$5	\$5	\$5		[b]	N
5 Service Panel Upgrade - Residential	\$159	89%	100%	\$165	\$172	\$178		Y	
6 Service Panel Upgrade - Commercial	\$159	45%	100%	\$225	\$290	\$356		Y	
7 EV Charger - Residential	\$159	89%	100%	\$165	\$172	\$178		Y	
8 EV Charger - Commercial	\$159	varies	100%	See Permit Fee Table "B".	See Permit Fee Table "B".	See Permit Fee Table "B".		N	
9 Water Heater Changeout - Residential	\$80	45%	100%	\$113	\$145	\$178		Y	
10 Water Heater Changeout - Commercial	\$80	30%	100%	\$142	\$205	\$267		Y	
11 Line Repair - Sewer / Water / Gas / Re-pipe	\$159	89%	100%	\$165	\$172	\$178		Y	
12 New Sewer Connection	\$184	69%	100%	\$212	\$239	\$267		Y	
13 Residential Re-Roof									
a) Up to 2,000 SF (Re-Roof Area only)	\$159	51%	100%	\$210	\$261	\$312		Y	
b) Each Add'l 1,000 SF or fraction thereof	\$0	0%	100%	\$30	\$59	\$89		Y	
14 Commercial Re-Roof									
a) Up to 2,000 SF (Re-Roof Area only)	\$318	65%	100%	\$375	\$432	\$490		Y	
b) Each Add'l 1,000 SF or fraction thereof	\$0	0%	100%	\$30	\$59	\$89		Y	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
15 Demolition									
a) Residential Single Family	\$159	89%	100%	\$165	\$172	\$178		Y	
b) Commercial	\$159	89%	100%	\$165	\$172	\$178		Y	
c) Miscellaneous Non-Structural	\$159	89%	100%	\$165	\$172	\$178		Y	
16 Temporary Power Pole	\$159	89%	100%	\$165	\$172	\$178		Y	
17 Swimming Pool/Spa									
a) Residential Swimming Pool / Spa (Includes Remodel)	\$318	45%	100%	\$449	\$581	\$712		Y	
b) Commercial Swimming Pool/Spa (Each Pool)	\$318	27%	100%	\$598	\$877	\$1,157		Y	
c) Detached Spa / Water Feature	\$318	89%	100%	\$331	\$343	\$356		Y	
d) Commercial Pool Remodel	\$318	89%	100%	\$331	\$343	\$356		Y	
e) Equipment Change-out Alone	\$318	179%	100%	\$178	\$178	\$178		Y	
18 Patio Cover/Carport- Residential (If engineered, plan check fee will apply)									
a) Standard (Wood/Metal Frame)									
i) Up to 200 SF	\$159	60%	100%	\$195	\$231	\$267		Y	
ii) Greater than 200 SF	\$159	45%	100%	\$225	\$290	\$356		Y	
b) Upgraded (with electrical, fans, etc.)									
i) Up to 200 SF	\$159	45%	100%	\$225	\$290	\$356		Y	
ii) Greater than 200 SF	\$159	36%	100%	\$254	\$350	\$445		Y	
c) Alteration to Existing (per patio/carport)	\$159	89%	100%	\$165	\$172	\$178		Y	
19 Patio Cover/Carport - Commercial (Per patio cover/carport) - Plan check fee applies									
a) Standard (Wood/Metal Frame)									
i) Up to 200 SF	\$159	45%	100%	\$225	\$290	\$356		Y	
ii) Greater than 200 SF	\$159	36%	100%	\$254	\$350	\$445		Y	
b) Upgraded (with electrical, fans, etc.)									
i) Up to 200 SF	\$159	36%	100%	\$254	\$350	\$445		Y	
ii) Greater than 200 SF	\$159	30%	100%	\$284	\$409	\$534		Y	
c) Alteration to Existing (per patio/carport)	\$159	89%	100%	\$165	\$172	\$178		Y	
20 Window / Sliding Glass Door									
a) Retrofit / Whole Replacement Only									
i) Up to 5	\$159	71%	100%	\$180	\$201	\$223		Y	
ii) Each additional 5	\$0	0%	100%	\$15	\$30	\$45		Y	
b) New / Alteration - Plan check fee applies									
i) First	\$159	51%	100%	\$210	\$261	\$312		Y	
ii) Each additional	\$0	0%	100%	\$15	\$30	\$45		Y	
21 Block/Masonry Wall (If engineered, plan check fee will apply)									
a) 0 - 100 ft	\$159	45%	100%	\$225	\$290	\$356		Y	
b) Each Add'l 25 ft	\$0	0%	100%	\$15	\$30	\$45		Y	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
22 Trash Enclosure (per trash enclosure)	\$159	89%	100%	\$165	\$172	\$178		Y	
23 Parking Lot Re-striping and Accessibility	varies	varies	100%	\$178	\$178	\$178		Y	
24 Appeals Board Application	varies	varies	100%	\$712	\$712	\$712		Y	
25 Cell Site Application (plan check fees apply)	varies	varies	100%	\$401	\$401	\$401		Y	
26 Cell Site Alteration (plan check fees apply)	varies	varies	100%	\$178	\$178	\$178		Y	
27 Sign Permit	varies	varies	100%	\$178	\$178	\$178		Y	
28 Temporary Tent Bleachers	varies	varies	100%	\$178	\$178	\$178		Y	
29 Tenant Improvement (Includes MEP)									
a) 0 - 2,000 sq ft	varies	varies	100%	\$712	\$712	\$712		Y	
b) Each Additional 500 sq ft	varies	varies	100%	\$178	\$178	\$178		Y	
30 Residential Remodel (Includes MEP)									
a) 1 Kitchen or 1 Bath	varies	varies	100%	\$178	\$178	\$178		Y	
b) More than 1 Kitchen or 1 Bath									
i) 0 - 200 sq ft	varies	varies	100%	\$356	\$356	\$356		Y	
ii) Each Additional 100 sq ft	varies	varies	100%	\$89	\$89	\$89		Y	

[a] California Government Code Section 66015(a)(1), establishes maximum fees for residential solar energy systems. For photovoltaic systems, fees shall not exceed \$450 plus \$15 per kW for each kilowatt above 15kW. For thermal systems, fees shall not exceed \$450, plus \$15 per kWth for each kilowatt thermal above 10kWth. Fees in excess of these amounts require written findings and resolution or ordinance.

[b] California Government Code Section 66015(b)(1), establishes maximum fees for commercial solar energy systems. Fees shall not exceed \$1,000 for systems up to 50kW plus \$7 per kilowatt for each kilowatt between 51kW and 250kW, plus \$5 for each kilowatt above 250kW. For thermal systems, fees shall not exceed \$1,000 up to the 30kWth, plus \$7 per kWth for each kWth between the 30th and 260th kWth, plus \$5 for each kWth above 260kWth. Fees in excess of these amounts require written findings and resolution or ordinance.

\* Additional fees may apply for plan review, as needed. Plan Review Fees are listed in Building Fees Section G (1).

####

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Permit Fee for New Construction and Additions (Includes Mechanical, Plumbing, and Electrical)</b>									
1 \$1 - \$4,000	\$166	93%	100%	\$170	\$174	\$178		N	
2 \$4,001 - \$10,000	\$166	93%	100%	\$170	\$174	\$178		N	
3 \$10,001 - \$50,000	\$166	47%	100%	\$229	\$293	\$356		N	
4 \$50,001 - \$100,000	\$343	32%	100%	\$585	\$826	\$1,068		N	
5 \$100,001 - \$500,000	\$687	39%	100%	\$1,052	\$1,416	\$1,780		N	
6 \$500,001 - \$1,000,000	\$2,414	75%	100%	\$2,678	\$2,941	\$3,204		N	
7 \$1,000,001 and up	\$4,829	97%	100%	\$4,881	\$4,932	\$4,984		N	
<b>For permits requiring energy, or accessibility review, the following percentages shall be added to the base permit fee</b>									
1 Energy	0%	0%	100%	5%	5%	5%		N	
2 Accessibility	0%	0%	100%	5%	5%	5%		N	
<b>Permit Fee for Stand-Alone Mechanical Permit</b>									
1 Up to \$2,000	\$166	186%	100%	\$89	\$89	\$89		N	
2 \$2,001 - \$4,000	\$166	93%	100%	\$170	\$174	\$178		N	
3 \$4,001 - \$10,000	\$166	62%	100%	\$199	\$233	\$267		N	
4 \$10,001 and up	\$166	47%	100%	\$229	\$293	\$356		N	
<b>Permit Fee for Stand-Alone Plumbing Permit</b>									
1 Up to \$2,000	\$166	186%	100%	\$89	\$89	\$89		N	
2 \$2,001 - \$4,000	\$166	93%	100%	\$170	\$174	\$178		N	
3 \$4,001 - \$10,000	\$166	62%	100%	\$199	\$233	\$267		N	
4 \$10,001 and up	\$166	47%	100%	\$229	\$293	\$356		N	
<b>Permit Fee for Stand-Alone Electrical Permit</b>									
1 Up to \$2,000	\$166	186%	100%	\$89	\$89	\$89		N	
2 \$2,001 - \$4,000	\$166	93%	100%	\$170	\$174	\$178		N	
3 \$4,001 - \$10,000	\$166	62%	100%	\$199	\$233	\$267		N	
4 \$10,001 and up	\$166	47%	100%	\$229	\$293	\$356		N	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
1 Stand-Alone or Combination Permit Fees (Alternative Calculation)									
a) One Inspection Required	\$166	186%	100%	\$89	\$89	\$89		Y	
b) Two Inspections Required	\$166	93%	100%	\$170	\$174	\$178		Y	
c) Three Inspections Required	\$166	62%	100%	\$199	\$233	\$267		Y	
d) Four Inspections Required	\$343	96%	100%	\$347	\$352	\$356		Y	
e) Each Additional Inspection	\$166	187%	100%	\$89	\$89	\$89		Y	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
1 Plan Review Fees									
a) Plan Review Fee, if applicable	varies	varies	100%	65% of Building Permit Fee	65% of Building Permit Fee	65% of Building Permit Fee		[a]	N
b) Phased Plan Check (when applicable)	varies	varies	100%	1.5x full plan check fee for entire bldg	1.5x full plan check fee for entire bldg	1.5x full plan check fee for entire bldg			N
c) Expedited Plan Check (when applicable)	varies	varies	100%	1.5x standard plan check fee	1.5x standard plan check fee	1.5x standard plan check fee			N
d) Tract Homes, Condos, Apartments (Production Units)	varies	varies	100%	10% of standard plan check fee	10% of standard plan check fee	10% of standard plan check fee		[b]	N
e) Alternate Materials and Materials Review	varies	varies	100%	\$178	\$178	\$178	per hour		Y
f) Excess Plan Review Fee (4th and subsequent)	varies	varies	100%	\$178	\$178	\$178	per hour		Y
g) Revisions of Approved Plans	varies	varies	100%	\$178	\$178	\$178	per hour		Y
h) Revisions that Add Scope	varies	varies	100%	65% of Added Building Permit Fee	65% of Added Building Permit Fee	65% of Added Building Permit Fee		[a]	N
i) Standalone Plan Check	varies	varies	100%	\$89	\$89	\$89	per half hour		Y

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
1 Permit Processing Fee									
a) Minor Permits		0%	100%	\$59	\$119	\$178		Y	
b) New Construction/Tenant Improvements		0%	100%	\$134	\$267	\$401		Y	
2 General Plan Maintenance Fee (percent of building permit fee)			8%	3%	3%	3%		[a]	N
3 Technology Fee (percent of permit fee)			72%	5%	5%	5%		[b]	N
4 Strong Motion Instrumentation (SMI) Fee Calculation				\$0.50 or valuation x .00013	\$0.50 or valuation x .00013	\$0.50 or valuation x .00013		[c]	N
a) Residential				\$0.50 or valuation x .00028	\$0.50 or valuation x .00028	\$0.50 or valuation x .00028		[c]	N
b) Commercial									
5 Building Standards (SB 1473) Fee Calculation (Valuation)				\$1	\$1	\$1		[c]	N
a) \$1 - \$25,000				\$2	\$2	\$2		[c]	N
b) \$25,001 - \$50,000				\$3	\$3	\$3		[c]	N
c) \$50,001 - \$75,000				\$4	\$4	\$4		[c]	N
d) \$75,001 - \$100,000				Add \$1	Add \$1	Add \$1		[c]	N
e) Each Add'l \$25,000 or fraction thereof									
6 Credit Card Transaction Processing Fee	3%	existing fee	100%	3%	3%	3%			N
7 Temporary Certificate of Occupancy (per 30 Days)			100%	\$178	\$356	\$534			Y
8 Sewer Certificate of Compliance			100%	\$119	\$237	\$356			Y
9 Renew for Final, Courtesy Inspection (Meter Release without a Permit, Non-Emergency Inspection)			100%	\$89	\$178	\$267			Y
10 Addressing - Residential Or Commercial (Per Unit/Lot/Meter/Cell Sites) Includes New Addressing And			100%	\$89	\$89	\$89			Y
11 Building Official Variance Consideration (per hour)			100%	\$178	\$178	\$178			Y
<b>Copies, Re-Print, Change Of Contractor</b>									
12 Job Card / Permit Re-Print			100%	\$20	\$39	\$59			Y
13 Change Of Contractor			100%	\$30	\$59	\$89			Y
<b>Violation Fees</b>									
14 Work Without a Permit				2x building permit fee	2x building permit fee	2x building permit fee			N

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Other Fees</b>									
15 Digitization Fee									
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07	existing fee		\$0.07	\$0.07	\$0.07			Y
b) 24 x 36 per sheet	\$0.80	existing fee		\$0.80	\$0.80	\$0.80			Y
c) Color photos up to 8.5 x 11	\$0.11	existing fee		\$0.11	\$0.11	\$0.11			Y
16 Phased Inspection Fee (per inspection)			100%	\$89	\$89	\$89			Y
17 After Hours Inspection (per hour) (2-hour minimum)			100%	\$214	\$214	\$214			Y
18 Re-inspection Fee (2nd Re-inspection or More) (each)			100%	\$89	\$89	\$89	[d]	Y	
19 Missed inspection Fee			100%	\$89	\$89	\$89		Y	
20 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)			100%	\$89	\$89	\$89		Y	
21 Compliance Inspection Fee			100%	\$178	\$178	\$178		Y	
22 Special / Other Inspection Fee			100%	\$178	\$178	\$178		Y	
23 Mobile Home Permit Fees			100%	See Title 25 of CA Code of Regulations	See Title 25 of CA Code of Regulations	See Title 25 of CA Code of Regulations	[c]	N	
24 Permit/Plan Check Renewal Fee within 1 year from Expiration			100%	50% of building permit/plan check fees	50% of building permit/plan check fees	50% of building permit/plan check fees		N	
25 Permit/Plan Check Renewal Fee over 1 year from Expiration			100%	100% of building permit/plan check fees	100% of building permit/plan check fees	100% of building permit/plan check fees		N	
<b>Refunds</b>									
a) Fees Erroneously Paid or Collected by the City			100%	100% refund	100% refund	100% refund	[e]	N	
b) Fees Prior to Work Being Commenced			100%	up to 80% refund	up to 80% refund	up to 80% refund	[f]	N	
c) 180 Days After Payment of Fees			100%	no refund	no refund	no refund	[g]	N	

[a] Fee applies to all building permits (e.g., new construction, additions, tenant improvements, etc.), but not mechanical, electrical, or plumbing permits.

[b] Fee applies to all permits (e.g., building permits, mechanical, electrical, and plumbing permits).

[c] Fees established by the State of California.

[d] Reinspection fee applies after the first re-inspection.

[e] The Building Official may authorize refunding of any fee paid, or portion thereof, which was erroneously paid or collected by the city.

[f] No fees are refundable once the work covered by them is commenced.

[g] Whether work has commenced or not, no fees are refundable more than 180 days after their payment.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Use Permit</b>									
1 Administrative Use Permit	\$345	16%	100%	\$966	\$1,587	\$2,208			Y
2 Conditional Use Permit	\$2,894	41%	100%	\$4,260	\$5,626	\$6,992			Y
3 Temporary Use Permit									
a) Minor Temporary Use Permit								[a]	
i) Non-Profit with 501(c)3 tax status	\$0	0%	0%	No Charge	No Charge	No Charge			N
ii) All Others	\$87	12%	100%	\$303	\$520	\$736			Y
b) Major Temporary Use Permit								[b]	
i) Non-Profit with 501(c)3 tax status	\$0	0%	10%	\$184	\$184	\$184			Y
ii) All Others	\$87	5%	100%	\$671	\$1,256	\$1,840			Y
<b>Architectural Review / Site Development Review</b>									
4 Single-Family/Duplex Permit	\$226	8%	100%	\$1,071	\$1,915	\$2,760			Y
5 Residential - Fence and Wall Exceptions	\$226	14%	100%	\$703	\$1,179	\$1,656			Y
6 RV Parking - With Appeal	\$0	0%	100%	\$245	\$491	\$736			Y
7 Commercial (façade revision/modification / awning replacement)	\$531	16%	100%	\$1,458	\$2,385	\$3,312			Y
8 New Commercial with Prior Entitlement	\$531	16%	100%	\$1,458	\$2,385	\$3,312			Y
9 Residential Tract, Multifamily Residential, and/or Mixed Use	\$226	5%	100%	\$1,745	\$3,265	\$4,784			Y
<b>Precise Plan / Preliminary Development Plan</b>									
10 Precise Plan - Up to 5 Acres	\$2,894	28%	100%	\$5,425	\$7,957	\$10,488			Y
11 Precise Plan - More than 5 Acres	\$2,894	20%	100%	\$6,775	\$10,655	\$14,536			Y
<b>Modification of Precise Plan / Conditional Use Permit</b>									
12 Modification - Revised Permit	\$2,894	44%	100%	\$4,137	\$5,381	\$6,624			Y
13 Substantial Conformance - Director Determination	\$0	0%	100%	\$1,104	\$2,208	\$3,312			Y
<b>Landscape Plan</b>									
14 Onsite Landscape Plans	\$531	29%	100%	\$967	\$1,404	\$1,840			Y
15 Offsite Landscape Plans	\$531	21%	100%	\$1,213	\$1,894	\$2,576			Y
<b>Housing</b>									
16 Senate Bill (SB) 330 Application Review	\$0	0%	100%	\$613	\$1,227	\$1,840			Y
<b>Pre-Application</b>									
17 Pre-Application	\$0	0%	0%	No Charge	No Charge	No Charge			N

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Development Agreement</b>									
18 Development Agreement Review									
a) Base Fee	\$3,004	41%	100%	\$4,456	\$5,908	\$7,360		Y	
b) Plus, Time & Materials Deposit for Legal Review	\$10,000	100%	100%	\$10,000	\$10,000	\$10,000		N	
<b>Environmental Review</b>									
20 Categorical Exemption	\$0	0%	100%	\$123	\$245	\$368	[c]	Y	
21 Initial Study / Addendum / Subsequent / Streamlined	\$276	5%	100%	\$2,024	\$3,772	\$5,520	[c]	Y	
22 Initial Study / Negative Declaration / Mitigated Neg. Declaration	\$276	3%	100%	\$2,944	\$5,612	\$8,280	[c]	Y	
23 Environmental Impact Report Review	Pass-Through of Actuals, plus 10%	100%	100%	\$11,960	\$11,960	\$11,960	[c]	Y	
24 Deposit for Third Party Review or In-House Preparation of CEQA Documents, As Needed (in addition to Fees Shown Above)	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	100%	100%	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	Pass-Through of Actuals, plus 10% Admin, with \$10,000 Initial Deposit	[c]	N	
<b>Variance</b>									
25 Adjustment	\$167	9%	100%	\$725	\$1,282	\$1,840		Y	
26 Variance	\$2,924	79%	100%	\$3,176	\$3,428	\$3,680		Y	
<b>Special Event Permit</b>									
27 Special Event Permit	\$0	0%	100%	\$153	\$307	\$460		Y	
28 Drone / Film / Still Photography	\$25	5%	100%	\$201	\$376	\$552		Y	
<b>Signs</b>									
29 Temporary Signage Permit	\$35	38%	100%	\$54	\$73	\$92		Y	
30 Sign Permit	\$98	53%	100%	\$127	\$155	\$184		Y	
31 Sign Program Review (with ARC Review)	\$393	13%	100%	\$1,243	\$2,094	\$2,944		Y	
32 ARC Sign Design Review - Monument Signs and Sign Design	\$393	27%	100%	\$753	\$1,112	\$1,472		Y	
33 Sign Program Amendment	\$393	18%	100%	\$998	\$1,603	\$2,208		Y	
<b>Subdivision / Tentative Parcel Map</b>									
34 Tentative Parcel Map (4 or less parcels / commercial)	\$1,203	28%	100%	\$2,213	\$3,222	\$4,232		Y	
35 Tentative Parcel Map Revision	\$1,203	38%	100%	\$1,845	\$2,486	\$3,128		Y	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Subdivision / Tentative Tract Map (5 or more parcels)</b>									
36 Up to 20 acres	\$3,308	43%	100%	\$4,781	\$6,255	\$7,728			Y
37 More than 20 acres	\$3,308	28%	100%	\$6,131	\$8,953	\$11,776			Y
38 Tentative Tract Map Revision	\$3,308	58%	100%	\$4,107	\$4,905	\$5,704			Y
39 Tentative Condominium Map	\$3,308	43%	100%	\$4,781	\$6,255	\$7,728			Y
<b>Time Extensions</b>									
40 Staff Review	\$0	0%	100%	\$491	\$981	\$1,472			Y
41 Planning Commission Review	\$0	0%	100%	\$736	\$1,472	\$2,208			Y
42 City Council Review	\$0	0%	100%	\$981	\$1,963	\$2,944			Y
<b>General / Specific Plans</b>									
43 General Plan Amendment	\$2,007	17%	100%	\$5,263	\$8,520	\$11,776			Y
44 General Plan Text Amendment	\$125	2%	100%	\$2,046	\$3,967	\$5,888			Y
45 Zone Change	\$2,007	27%	100%	\$3,791	\$5,576	\$7,360			Y
46 Zoning Text Amendment	\$0	0%	100%	\$2,453	\$4,907	\$7,360			Y
47 Specific Plan	\$0	0%	100%	\$4,907	\$9,813	\$14,720			Y
48 Specific Plan Amendment	\$0	0%	100%	\$2,453	\$4,907	\$7,360			Y
<b>Historic Preservation</b>									
49 Historical Landmark / District Designation	\$0	0%	0%	No Charge	No Charge	No Charge			N
50 Mills Act	\$318 application; \$1,000 contract initiation	varies	100%	\$318 application; \$1,000 contract initiation	\$318 application; \$1,000 contract initiation	\$318 application; \$1,000 contract initiation			N
51 Certificate Of Appropriateness	\$0	0%	0%	No Charge	No Charge	No Charge			N
<b>Appeals</b>									
52 Appeal to Director of Development Services (per appeal)	\$276	25%	25%	\$276	\$276	\$276			Y
53 Appeal to Planning Commission (per appeal)	\$276	13%	13%	\$276	\$276	\$276			Y
54 Appeal to City Council (per appeal)	\$276	13%	13%	\$276	\$276	\$276			Y

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Zoning Plan Review</b>									
55 Alterations/Additions - Residential	\$0	0%	100%	\$61	\$123	\$184			Y
56 New Construction - Single Family Residential	\$0	0%	100%	\$92	\$184	\$276			Y
57 New Construction - 2-4 Residential Units	\$0	0%	100%	\$123	\$245	\$368			Y
58 New Construction - 5+ Residential Units	\$0	0%	100%	\$245	\$491	\$736			Y
59 New Construction - Non-Residential	\$0	0%	100%	\$184	\$368	\$552			Y
60 Alterations/Additions - Non-Residential	\$0	0%	100%	\$61	\$123	\$184			Y
<b>Miscellaneous</b>									
61 Digitization Fee									
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07	existing fee		\$0.07	\$0.07	\$0.07			Y
b) 24 x 36 per sheet (D, D, E & F)	\$0.80	existing fee		\$0.80	\$0.80	\$0.80			Y
c) Color photos up to 8.5 x 11	\$0.11	existing fee		\$0.11	\$0.11	\$0.11			Y
62 Credit Card Transaction Processing Fee	3%	existing fee	100%	3%	3%	3%			N
63 Annexation	varies	varies	100%	Actual Cost w/ \$25,000 initial deposit	Actual Cost w/ \$25,000 initial deposit	Actual Cost w/ \$25,000 initial deposit			N
64 Mailing / Noticing	\$0	0%	100%	\$150	\$300	\$450			Y
65 Street Name Change / Review	\$0	0%	100%	\$1,104	\$2,208	\$3,312			Y
66 Certificate of Use	\$35	19%	100%	\$85	\$134	\$184			Y
67 Home Occupation Permit									
a) New	\$54	59%	100%	\$67	\$79	\$92			Y
b) Renewal	\$29	32%	100%	\$50	\$71	\$92			Y
68 Zoning Letter	\$276	75%	100%	\$307	\$337	\$368			Y
69 Expedited Review Fee				1.5x standard fee	1.5x standard fee	1.5x standard fee		[d]	N
<b>Regulatory Permit Review</b>									
70 Bingo License	\$50 plus 1% of gross receipts per month	n/a - not examined as part of study	n/a - not examined as part of study	\$50 plus 1% of gross receipts per month	\$50 plus 1% of gross receipts per month	\$50 plus 1% of gross receipts per month			N
71 Massage Establishment	\$225	61%	100%	\$273	\$320	\$368			Y
72 Valet Parking Permit									
a) New	\$50	69%	100%	\$57	\$65	\$72			Y
b) Renewal	\$25	35%	100%	\$41	\$56	\$72			Y
73 Entertainment Site Plan	\$0	0%	100%	\$123	\$245	\$368			Y

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - PLANNING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Hourly Rate for Services Not Identified Elsewhere in this Schedule</b>									
74 Planning (per hour)	varies	varies	100%	\$184	\$184	\$184			Y
75 Code Enforcement (per hour)	varies	varies	100%	\$144	\$144	\$144			Y
76 City Attorney or Other Legal Review	varies	varies	100%	100% pass-through of actual cost	100% pass-through of actual cost	100% pass-through of actual cost			N
77 Outside Service Providers	varies	varies	100%	100% pass-through of actual cost	100% pass-through of actual cost	100% pass-through of actual cost			N

\* Any reference to acreage in the fees listed above should be interpreted as gross acres.

[a] Minor temporary use permit: indoor event; outdoor event with tents less 400 SF, no generators, or external electrical supply required; small-scale entertainment or amplified sound; pre-prepared food and packaged snacks and/or 1-2 food trucks; foldable and/or light-weight outdoor furniture; events with fewer than 100 project attendees.

[b] Major temporary use permit: pyrotechnics and/or special effects display; fireworks permit; valet service required; live entertainment with amplified sound that requires a stage and seating/bleachers; road closures or substantial parking lot space occupied; large-scale food; City-owned property; events with 3+ vendors.

[c] Fish and Wildlife recordation fees shall be paid separately.

[d] Request for expedited service is subject to Development Services Department Director approval. It is dependent on staff availability and workload.

\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Land Subdivision</b>									
1 Parcel Map:									
a) Final Parcel Map									
i) Base Fee	\$1,253	74%	100%	\$1,403	\$1,554	\$1,704	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$125	59%	100%	\$154	\$184	\$213	per lot	Y	
b) Final Parcel Map - Amendment									
i) Base Fee	\$155	18%	100%	\$387	\$620	\$852	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$0	0%	100%	\$71	\$142	\$213	per lot	Y	
c) Substantial Conformance Review	\$1,628	96%	100%	\$1,653	\$1,679	\$1,704	each	Y	
2 Tract Map:									
a) Final Tract Map									
i) Base Fee	\$1,253	74%	100%	\$1,403	\$1,554	\$1,704	per map	Y	
ii) Plus, Fee for Each Numbered Lot	\$125	117%	100%	\$107	\$107	\$107	per lot	Y	
b) Final Tract Map - Amendment									
i) Base Fee	\$155	9%	100%	\$671	\$1,188	\$1,704	per map	Y	
ii) Plus, Fee for Each Affected Lot	\$0	0%	100%	\$36	\$71	\$107	per lot	Y	
c) Substantial Conformance Review	\$5,003	196%	100%	\$2,556	\$2,556	\$2,556	each	Y	
3 Reversion to Acreage:									
a) Initial Sheet	\$0	0%	100%	\$426	\$852	\$1,278	per sheet	Y	
b) Each Additional Sheet	\$0	0%	100%	\$213	\$426	\$639	per sheet	Y	
4 Lot Line Adjustment/Parcel Merger									
a) Lot Line Adjustment	\$810	25%	100%	\$1,641	\$2,471	\$3,302	per request	Y	
b) Parcel Merger	\$810	25%	100%	\$1,641	\$2,471	\$3,302	per request	Y	
5 Street Dedication/Vacation									
a) Land Action Documents	\$468	27%	100%	\$880	\$1,292	\$1,704	per request	Y	
b) Vacation of Street/Public ROW	\$1,496	44%	100%	\$2,133	\$2,771	\$3,408	per request	Y	
6 Land Survey									
a) Record of Survey	\$0	0%	100%	\$408	\$817	\$1,225	per request	Y	
b) Certificate of Correction	\$0	0%	100%	\$408	\$817	\$1,225	per request	Y	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
<b>Grading / Project Improvements</b>									
7 Plan Review (First 3 Reviews):									
a) Rough Grading									
i) Initial Sheet	\$853	50%	100%	\$1,137	\$1,420	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$310	36%	100%	\$491	\$671	\$852	per sheet	Y	
iii) Revisions - Initial Sheet	\$155	18%	100%	\$387	\$620	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$142	\$284	\$426	per sheet	Y	
b) Precise Grading - Commercial									
i) Initial Sheet	\$853	50%	100%	\$1,137	\$1,420	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$0	0%	100%	\$426	\$852	\$1,278	per sheet	Y	
iii) Revisions - Initial Sheet	\$0	0%	100%	\$426	\$852	\$1,278	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$142	\$284	\$426	per sheet	Y	
c) Precise Grading - Tract Homes									
i) Initial Sheet	\$1,628	96%	100%	\$1,653	\$1,679	\$1,704	per sheet	Y	
ii) Each Lot	\$78	73%	100%	\$88	\$97	\$107	per lot	Y	
iii) Revisions - Initial Sheet	\$155	18%	100%	\$387	\$620	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$71	\$142	\$213	per sheet	Y	
d) Precise Grading - Custom Home									
i) Initial	\$698	42%	100%	\$1,016	\$1,333	\$1,651	per lot	Y	
ii) Revision	\$0	0%	100%	\$284	\$568	\$852	per lot	Y	
e) PM10									
i) Initial Report	\$78	12%	100%	\$265	\$452	\$639	per report	Y	
ii) Revisions - per report	\$0	0%	100%	\$71	\$142	\$213	per report	Y	
f) Street Improvements									
i) Initial Sheet	varies	varies	100%	\$1,704	\$1,704	\$1,704	per sheet	Y	
ii) Each Additional Sheet	varies	varies	100%	\$1,065	\$1,065	\$1,065	per sheet	Y	
iii) Revisions - Initial Sheet	\$155	12%	100%	\$529	\$904	\$1,278	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$213	\$426	\$639	per sheet	Y	
g) Storm Drain									
i) Initial Sheet	varies	varies	100%	\$2,130	\$2,130	\$2,130	per sheet	Y	
ii) Each Additional Sheet	varies	varies	100%	\$1,491	\$1,491	\$1,491	per sheet	Y	
iii) Revisions - Initial Sheet	\$155	12%	100%	\$529	\$904	\$1,278	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$213	\$426	\$639	per sheet	Y	
h) Signing and Striping									
i) Initial Sheet	\$1,110	63%	100%	\$1,326	\$1,542	\$1,757	per sheet	Y	
ii) Each Additional Sheet	\$0	0%	100%	\$284	\$568	\$852	per sheet	Y	
iii) Revisions - Initial Sheet	\$155	18%	100%	\$387	\$620	\$852	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$142	\$284	\$426	per sheet	Y	
i) Traffic Signal									
i) Initial Sheet	\$1,480	87%	100%	\$1,555	\$1,629	\$1,704	per sheet	Y	
ii) Each Additional Sheet	\$0	0%	100%	\$355	\$710	\$1,065	per sheet	Y	
iii) Revisions - Initial Sheet	\$155	13%	100%	\$512	\$868	\$1,225	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	100%	\$284	\$568	\$852	per sheet	Y	
j) Traffic Control Plan	\$159	448%	100%	\$36	\$36	\$36	per sheet	Y	

## City of Palm Desert

### BEFORE AND AFTER ILLUSTRATION - ENGINEERING FEES

Activity Description	Current Fee	Current Cost Recovery	Target Cost Recovery	Year 1 Phase-In FY 25/26	Year 2 Phase-In FY 26/27	Year 3 Phase-In FY 27/28	Charge Basis	Note	CPI Adjust
k) Record Drawings/As Built Review									
i) Initial Sheet	\$0	0%	100%	\$142	\$284	\$426	per sheet	Y	
ii) Each Additional Sheet	\$0	0%	100%	\$36	\$71	\$107	per sheet	Y	
l) Hydrology Report									
i) Initial Report	\$742	35%	100%	\$1,205	\$1,667	\$2,130	per report	Y	
ii) Revisions	\$155	15%	100%	\$458	\$762	\$1,065	per report	Y	
m) Traffic Study	\$0	0%	100%	\$604	\$1,207	\$1,811	per study	Y	
n) WQMP Report									
i) With Prior Entitlement	\$3,700	248%	100%	\$1,491	\$1,491	\$1,491	per report	Y	
ii) Without Prior Entitlement	\$3,700	97%	100%	\$3,745	\$3,789	\$3,834	per report	Y	
iii) Revisions	\$155	18%	100%	\$387	\$620	\$852	per report	Y	
o) SWPPP / Erosion Control									
i) Initial Plan	\$176	10%	100%	\$685	\$1,195	\$1,704	per plan	Y	
ii) Revisions	\$155	22%	100%	\$334	\$513	\$692	per plan	Y	
p) Public Sewer and/or Water Only									
i) Initial Sheet	\$0	0%	100%	\$71	\$142	\$213	per sheet	Y	
ii) Each Additional Sheet	\$0	0%	100%	\$36	\$71	\$107	per sheet	Y	
iii) Revisions - Initial Sheet	\$0	0%	0%	\$0	\$0	\$0	per sheet	Y	
iv) Revisions - Each Additional Sheet	\$0	0%	0%	\$0	\$0	\$0	per sheet	Y	
8 Plan Review (>3 Reviews)	\$0	0%	100%	\$213	\$213	\$213	per hour	Y	
9 Expedited Plan Review Fee				1.5x standard fee	1.5x standard fee	1.5x standard fee		[a]	N
<hr/>									
<b>Grading Permit / PM10</b>									
10 Permit Processing / Renew Expired Permit	\$92	29%	100%	\$168	\$244	\$320	each	Y	
11 Clear and Grub Permit	\$0	0%	100%	\$107	\$213	\$320	each	Y	
12 Grading Permit									
a) Rough Grading including PM10 and SWPPP	varies	varies		\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation			N
b) Precise Grading including PM10 and SWPPP	varies	varies		\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation			N
c) Single Family Residential Final Grading	\$159	50%	100%	\$213	\$266	\$320	per lot	Y	
13 PM10				\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation			N

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<b>Encroachment and Project Improvement Inspection Permits</b>									
14 Project Improvement Permit Inspections									
a) Street Inspection Fee: On-Site and Off-Site Improvements (Includes Signing & Striping)	varies	varies		\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation		N	
b) Storm Drain Inspection Fee: On-Site and Off-Site Improvements	varies	varies		\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation		N	
c) Traffic Signal Inspection Fee	varies	varies		\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation		N	
d) Landscape Inspection									
i) Offsite	varies	varies		\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation	\$500 base fee + 2% x Valuation		N	
ii) Onsite									
a) Residential (Each Lot)	\$184	173%	100%	\$107	\$107	\$107	Each Lot	Y	
b) Non-Residential (Each Commercial or Common Area)	\$368	173%	100%	\$213	\$213	\$213	Each Commercial or Common Area	Y	
e) Survey Monument	\$0	0%	100%	\$71	\$142	\$213	Per Lot	Y	
15 Encroachment Permit Processing / Renew Expired Permit	\$92	86%	100%	\$97	\$102	\$107	each	Y	
<b>16 Encroachment Permit Inspections</b>									
a) Curb and Gutter (per 100 LF)	varies	varies	100%	\$213	\$213	\$213	per 100 LF	Y	
b) Driveway Approach									
i) Residential	\$159	75%	100%	\$177	\$195	\$213	per approach	Y	
ii) Commercial	\$318	75%	100%	\$354	\$390	\$426	per approach	Y	
c) Excavation / Boring (per 100 LF)	varies	varies	100%	\$852	\$852	\$852	per 100 LF	Y	
d) Traffic Control Plan Review and Inspection (PW Only)	\$159	75%	100%	\$177	\$195	\$213	per day	Y	
e) Utility Cut	\$159	75%	100%	\$177	\$195	\$213	per location	Y	
<b>17 Research/Administrative</b>									
a) Bond Reduction Request (per bond)	\$0	0%	100%	\$710	\$1,420	\$2,130		Y	
b) Final Inspection/Acceptance (per bond/deposit)	\$0	0%	100%	\$994	\$1,988	\$2,982		Y	
c) Monumentation Release	\$0	0%	100%	\$213	\$426	\$639		Y	
d) Subdivision Improvement Agreement (SIA)	\$0	0%	100%	\$284	\$568	\$852	per request	Y	
e) SIA - Time Extension	\$0	0%	100%	\$284	\$568	\$852	per request	Y	
f) Assignment & Assumptions Agreement	\$0	0%	100%	\$568	\$1,136	\$1,704	per request	Y	
g) Flood Plain Research/FEMA App	\$0	0%	100%	\$284	\$568	\$852	per request	Y	
<b>Reactivation of Permit</b>									
18 Reactivation of an Expired Permit				50% of Permit Fee	50% of Permit Fee	50% of Permit Fee		N	
<b>Technology Enhancement Fee</b>									
19 Technology Enhancement Fee (percent of permit)	\$0	0%	72%	5%	5%	5%		N	
<b>20 Transportation Permit</b>									
a) Annual				\$90	\$90	\$90	each	N	
b) Single Event				\$16	\$16	\$16	each	N	

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21 Community Garden									
a) Community Garden - Application	varies	varies	23%	\$50	\$50	\$50	each	N	
b) Re-key Fee	varies	varies		\$10	\$10	\$10	each	N	
22 Self Hauler/Back Hauler									
a) Initial	varies	varies	75%	\$80	\$80	\$80	each	Y	
b) Renewal	varies	varies	75%	\$80	\$80	\$80	each	Y	
Pod/Dumpster									
23 Pod/Dumpster	varies	varies	100%	\$213	\$213	\$213		Y	
Credit Card Transaction Processing Fee									
24 Credit Card Transaction Processing Fee	3%	existing fee	100%	3%	3%	3%		N	
Other									
25 Digitization Fee									
a) 8.5 x 11 up to 11 x 17 per sheet	\$0.07	existing fee		\$0.07	\$0.07	\$0.07		Y	
b) 24 x 36 per sheet (D, D, E & F)	\$0.80	existing fee		\$0.80	\$0.80	\$0.80		Y	
c) Color photos up to 8.5 x 11	\$0.11	existing fee		\$0.11	\$0.11	\$0.11		Y	
26 Excess Plan Review Fee (4th and subsequent)	varies	varies	100%	\$213	\$213	\$213	per hour	Y	
27 After Hours Inspection (per hour) (2-hour minimum)	varies	varies	100%	\$256	\$256	\$256	per hour	Y	
28 Re-inspection Fee (2nd Time or More) (each)	varies	varies	100%	\$107	\$107	\$107	each	[b]	Y
29 Missed inspection Fee	varies	varies	100%	\$107	\$107	\$107	each		Y
30 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	varies	varies	100%	\$107	\$107	\$107	per 1/2 hour		Y
31 Refunds									
a) Refunds for Plan Checks									
i) If plan check has not begun				90% refund	90% refund	90% refund		[c]	N
ii) If 1st plan check has begun				30% refund	30% refund	30% refund		[c]	N
iii) If 2nd plan check has begun				10% refund	10% refund	10% refund		[c]	N
iv) Past 2nd plan check				no refund	no refund	no refund		[c]	N
b) Refunds for Permits - Permit issued and no work has commenced				Up to 50% of original permit fee	Up to 50% of original permit fee	Up to 50% of original permit fee		[d]	N
Hourly Rate for Services Not Identified Elsewhere in this Schedule									
32 Development Engineering and Encroachment Personnel (per hour)	varies	varies	100%	\$213	\$213	\$213		Y	
33 City Attorney or Other Legal Review									
34 Outside Service Providers (e.g., LAFCO, County, Newspaper)				100% pass-through of actual cost	100% pass-through of actual cost	100% pass-through of actual cost		N	
				100% pass-through of actual cost	100% pass-through of actual cost	100% pass-through of actual cost		N	

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\* In addition to the fees identified in this schedule, the City will pass-through to the applicant any direct costs incurred from the use of outside service providers required to process the specific application.

[a] Expedited Plan Review request is subject to City Engineer approval. It is dependent on staff availability and workload.

[b] Reinspection fee applies after the first re-inspection.

[c] Upon request of the applicant, the director may authorize refunding a percentage of fees paid with the following schedule. If any portion of the plan check fee has been paid out by the city to another agency or consultant for services rendered in connection with the plan check, no refund of that portion of the fee shall be made.

[d] Upon request of the applicant, the director may authorize refunding of not more than 50% of fees paid when no work has been done under an issued permit. In no case shall the refund exceed the cost of services provided to date of cancellation of permit issuance.

[e] Each deposit and/or fee listed in this schedule is based on the estimated number of hours required to perform a standard service request and the typical cost of services/materials required to perform the requested service. For service requests that are anticipated to require efforts, services, or materials, materially different than those typically required, the Department reserves the right to modify the initial deposit amount and/or use a time and materials billing methodology rather than a fixed fee for service. For fees calculated as a percentage of project valuation, valuation shall be based on engineer's cost estimate.