

RESOLUTION 23-____**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS AMENDING PLAN CHECK, INSPECTION SERVICES, ENCROACHMENT PERMITS, AND COMMUNITY INVESTMENT PROGRAM RATES**

WHEREAS, Chapter 2 of Title 7 of the Clovis Municipal Code provides rules and regulations for excavations and other work in City streets, for issuance of permits and fees therefor, and provides for a schedule of fees for engineering, inspection, staking and other services rendered by the City in connection with such work performed thereunder; and

WHEREAS, the Clovis Municipal Code, provides that fees be fixed by resolution; and

WHEREAS, the City Council of the City of Clovis desires to revise fees associated with services rendered by the City to cover the increased costs to the City of providing the applicable services.

NOW, THEREFORE, BE IT IS RESOLVED that the City Council of the City of Clovis hereby adopts the following revisions to the fee schedule for services hereinafter set forth and finds the fees set forth herein to be necessary to cover the increased costs to the City of providing the applicable services:

HOURLY RATE

The hourly rate for Engineering services rendered shall be set at \$145 per hour.

WITH RESPECT TO INITIAL SUBMITTAL FEES:

Initial plan review fees shall include four (4) submittals of the plans and preparation of all standard agreements (as indicated below). All additional submittals and preparation of non-standard agreements shall be subject to additional review fees per hour or fractions thereof at the Hourly Rate. Overtime fees will be 1.5 times the Hourly Rate per hour or fractions thereof with a two-hour minimum.

ENCROACHMENT PERMIT FEES:

1. The administrative charge for processing an application for an encroachment permit shall be based on 1 hour.
2. A minimum inspection fee of 3 hours at the hourly rate, or a fee calculated using the following inspection fees, whichever is greater, shall be applied to the proposed facilities to be installed within the City right-of-way. The fee shall be paid prior to issuance of a permit for the installation or construction of any of the items installed in the City right-of-way.

INSPECTION FEES:

See **Attachment A**

HOURLY CHARGES FOR REINSPECTION/RETEST AND OVERTIME:

Inspector	Based on the Hourly Rate
Inspector (overtime)	1.5 times the Hourly Rate, two hour minimum
Other City Staff	Based on the Hourly Rate

COMMUNITY INVESTMENT PROGRAM FEES:

Staff charges to the Community Investment Program will be billed at the established Hourly Rate.

SUBDIVISION PLAN CHECKING, TESTING, AND INSPECTION FEES:

Each person submitting a parcel map or a subdivision map to the City shall pay to the City, prior to submission of final subdivision or parcel map for approval, a fee for the checking of improvement plans associated with conditions of approval, testing, and inspecting all proposed improvements within the public right-of-way as follows:

- On the first \$10,000.00 of the estimated cost of improvements: 7%
- On the next \$490,000.00 of the estimated cost of improvements: 3.75%
- On the estimated cost of improvements in excess of the \$500,000: 2%

Said fees established by Section shall be based upon final cost estimates approved by the City Engineer and shall include all improvements as required under the conditions of approval for the entitlement, adjustment in or refund of such fees shall be made once fees have been paid; except when an entitlement is withdrawn or a reversion to acreage map is recorded, the unexpended portion of the required fee may be refunded upon written request made by the payer of said fees to the City Engineer.

OTHER ENTITLEMENT PLAN CHECK FEES

Each person submitting an entitlement other than a parcel map or a subdivision map to the City shall pay to the City, prior to submission of improvement plans for approval, a fee at the Hourly Rate based on 10 hours plus 11 hours per gross acre of development for the checking of all proposed improvement plans associated with conditions of approval within the public right-of-way. For entitlements with minimal conditioned work, the fee shall be based on 4 hours at the Hourly Rate.

INITIAL SUBMITTAL FEES:

The initial submittal of all tract map and parcel map reviews shall include a non-refundable payment for services to be rendered as follows:

- For each initial submittal of parcel maps with minimal off-site improvements: 1.5 hours
- For each initial submittal of parcel maps with significant off-site improvements: 12 hours
- For each initial submittal of tract maps: 30 hours

The initial submittal of all entitlements other than tract map and parcel map reviews shall include a non-refund able payment for services to be rendered as follows:

- For each initial submittal: either 20 hours or 10 hours plus 11 hours per gross acres, whichever is less.
- For each initial submittal of entitlements with minimal conditioned work: 4 hours

Said fees for this section shall be considered part of the fees calculated in Paragraphs 2 or 3 above. This initial payment shall be credited against the total plan check and/or inspection fee for the project with the balance due paid prior to final map or improvement plan approval.

The above said plan review fee shall include four (4) submittals of the plans and preparation of all standard agreements (as indicated below). All additional submittals and preparation of non-standard agreements shall be subject to additional review fees of per hour or fractions thereof based on the Hourly Rate. Overtime fees will be 1.5 times the Hourly Rate per hour or fractions thereof with a two-hour minimum.

Standard Agreements shall consist of the following:

- Subdivision and Parcel Map Agreement (a draft and one revision)
- Landscape Maintenance District Covenants

Non-Standard Agreements consist of the following:

- Deferment Agreements (includes fees and improvements)
- Perpetual Maintenance Agreements
- Escrow Instructions
- Special Research Requests
- Reciprocal Access/Maintenance Agreements
- Solid Waste and/or Temporary Turnaround Covenants
- Deeds, Easements and Irrevocable Offers of Dedication
- Right of Entry
- Partial Reconveyances
- Temporary Basin Maintenance Covenants
- Legal Descriptions for Street and Utility Deeds

BE IT FURTHER RESOLVED that the provisions of this Resolution shall not in any way affect provisions for fees or charges in any other Resolution or Ordinance of the City of Clovis.

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The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on May 8, 2023, by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: May 8, 2023

Mayor

City Clerk

INSPECTION FEES 2023-2024				
Fee description	Quantity	Unit	Unit Price	Total Fee
<u>STREET WORK</u>				
PERMIT PROCESSING FEE *	0	LS	\$237.50	\$0.00
DEVELOPER APPLICATION FEE	0	LS	\$145.00	\$0.00
MINIMUM INSPECTION FEE	0	EA	\$435.00	\$0.00
RE-INSPECTION FEE (per occurrence)	0	EA	\$217.50	\$0.00
WORKING IN R-O-W WITHOUT PERMIT	0	DAY	\$500.00	\$0.00
VALLEY GUTTER	0	LF	\$2.90	\$0.00
CURB / CURB AND GUTTER	0	LF	\$1.45	\$0.00
SIDEWALK	0	SF	\$0.75	\$0.00
MISC CONCRETE	0	SF	\$0.75	\$0.00
DRIVE APPROACH	0	SF	\$0.75	\$0.00
A/C PAVEMENT / TRENCH REPAIR	0	SY	\$2.20	\$0.00
TRAFFIC MARKING / SIGNING	0	EA	\$145.00	\$0.00
STREET LIGHTS	0	EA	\$36.25	\$0.00
TRAFFIC CONTROL / LANE CLOSURE	0	EA	\$290.00	\$0.00
TRAFFIC CONTROL / DETOUR	0	EA	\$725.00	\$0.00
<u>SEWER FACILITIES</u>				
SEWER LATERAL	0	EA	\$45.90	\$0.00
SEWER MAIN	0	LF	\$2.90	\$0.00
MANHOLE	0	EA	\$97.00	\$0.00
<u>WATER FACILITIES</u>				
WATER TIE-IN, 1"-3"	0	EA	\$172.50	\$0.00
WATER TIE-IN, 4"-6"	0	EA	\$345.00	\$0.00
WATER TIE-IN, 8" AND LARGER	0	EA	\$690.00	\$0.00
WATER SERVICE HOT TAP	0	EA	\$97.00	\$0.00
WATER MAIN / SERVICE LINE	0	LF	\$2.90	\$0.00
WATER METER	0	EA	\$0.00	\$0.00
FIRE HYDRANT	0	EA	\$97.00	\$0.00
BLOW-OFF	0	EA	\$97.00	\$0.00
<u>DRAINAGE FACILITIES</u>				
STORM DRAIN MAIN	0	LF	\$2.90	\$0.00
MANHOLE	0	EA	\$97.00	\$0.00
SIDEWALK DRAINS	0	EA	\$97.00	\$0.00
DRAIN INLETS	0	EA	\$97.00	\$0.00
<u>LANDSCAPE FACILITIES</u>				
PUBLIC LANDSCAPE	0	SF	\$0.12	\$0.00
PUBLIC IRRIGATION (per each component)	0	EA	\$72.50	\$0.00
WELO INSPECTION	0	EA	\$145.00	\$0.00
SUB TOTAL OF FEES				\$0.00
FIBER UTILITY PROCESSING FEE (1-3 hrs.)	0	HR	\$145.00	\$0.00
Credit			\$0.00	\$0.00
Processing Fee Waiver	0		\$179.00	\$0.00
TOTAL FEES				\$0.00

NOTE:

* includes a \$20 Energov Fee