

RESOLUTION NO. 2025-04-08-3

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, ESTABLISHING AND ADOPTING UPDATED DEVELOPMENT PROCESSING FEES AND OTHER CITY RATES, CHARGES, AND USER FEES FOR VARIOUS GOVERNMENTAL SERVICES AND FINDING THAT THE ACTION IS STATUTORILY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PER SECTION 15273 OF THE CEQA GUIDELINES AND PUBLIC RESOURCES CODE SECTION 21080(B)(8)

The City Council of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Laguna Hills is authorized to adopt and implement fees, rates, and charges for municipal services; provided that such fees, rates, and charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, the City retained Government Consulting Partners to review and conduct an independent, detailed analysis of City services, the cost reasonably borne by providing those services, the beneficiaries of those services, and the revenues produced by those paying fees for those services, and to prepare a study and report setting forth the specific amount of user fees, rates, and charges; and

WHEREAS, Government Consulting Partners prepared the study and report, listing the applicable direct and indirect costs for certain services provided by the City, describing the reasonable relationship between fees, rates, and charges and the services provided by the City, and setting forth the time and method for payment of the fees, rates, and charges, which is identified as the "Development User Fee Study Report," dated April 2025, copies of which are on file in the City Clerk's office; and

WHEREAS, pursuant to Government Code Sections 66014, 66017, and 66018, the specific user fees to be charged for certain services must be adopted by Resolution, following notice and Public Hearing; and

WHEREAS, notice of the Public Hearing has been given pursuant to Government Code Section 6062a, oral and written presentations have been made and received, and the required Public Hearing has been held; and

WHEREAS, the City of Laguna Hills desires to implement new development processing fees and other user fees, rates, and charges for various governmental services provided by the City of Laguna Hills as set forth herein; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. Adoption and Incorporation of Recitals. The recitals set forth above are true and correct and are incorporated by reference herein.

SECTION 2. Approval of Fee Study. The City Council hereby approves the Development User Fee Study dated April 2025, prepared by Government Consulting Partners, and approves the methodology for calculating and collecting the user fees and charges established therein (the "Fee Study"). A copy of the Fee Study shall be maintained on file with the City Clerk and available during regular City business hours for public inspection.

SECTION 3. Adoption of User Fees. The City Council hereby approves and adopts the development processing fees and other user rates, charges, and fees set forth in the Comprehensive Fee Schedule, which is attached hereto as Exhibit "A" and incorporated herein by reference; the City Council finds that the user fees and charges established herein do not exceed the estimated reasonable cost of providing the service for which the fee is levied.

SECTION 4. Subsidized Fees. The City Council finds and determines that in order to promote public health, safety, and welfare, and to encourage members of the public to obtain required permits and inspections and to avail themselves of certain services, it is desirable and necessary to provide a general fund subsidy of certain user fees and charges. In furtherance of the policy, the City Council approves and adopts the subsidized user fees and charges set forth in the Fee Study.

SECTION 5. Repeal of Conflicting Resolutions. Any and all provisions of prior Resolutions of the City Council establishing, adopting, or modifying user fees and charges for the specific services, programs, or products set forth in Exhibit "A" attached hereto, including, but not limited to, Resolution No. 2016-09-13-4, Resolution No. 2016-06-28-1, Resolution No. 2010-06-22-6, Resolution No. 2018-11-27-3, and Resolution No. 2018-06-26-5, are hereby repealed and replaced as of the effective date of the user fees and charges established herein; provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity.

SECTION 6. Effective Date. The user fees and charges established pursuant to this Resolution shall take effect no sooner than 60 days following the adoption of this Resolution, pursuant to Government Code Section 66017. The effective date will be July 1, 2025.

SECTION 7. Annual CPI Update. The City Council hereby authorizes an annual increase to the fee schedule, for all fees and charges that can apply, established pursuant to this Resolution, commencing on July 1, 2026, and on July 1st of each fiscal year thereafter, in accordance with the increase in the Bureau of Labor Statistics Consumer Price Index (CPI) reported for the month of March of the preceding, corresponding year for the Los Angeles-Long Beach-Anaheim metropolitan area index for all Urban Consumers (or successor index). Notwithstanding the foregoing, in no event shall this annual update be less than zero percent (0%).

SECTION 8. Environmental Exemption. The adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15273 of CEQA Guidelines and Section 21080(b)(8) of the Public Resources Code; and in accordance with such determination, City staff is hereby directed to file a Notice of Exemption upon adoption of this Resolution.

SECTION 9. Severability. If any user fee, rate, or charge adopted or increased by this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such fee, rate, or charge shall be deemed a separate, distinct, and independent provision of this Resolution, and such holding shall not affect the validity of the remaining user fees, rates, and changes adopted or revised herein. The City Council hereby declares that it would have adopted the Resolution and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

PASSED, APPROVED AND ADOPTED this 8th day of April 2025.



JOSHUA SWEENEY, MAYOR

ATTEST:



JENNIFER LEE, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LAGUNA HILLS)

I, Jennifer Lee, City Clerk of the City of Laguna Hills, California, DO
HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution
No. 2025-04-08-X adopted by the City Council of the City of Laguna Hills, California, at a
Regular Meeting thereof held on the 8th day of April 2025, by the following vote:

AYES: Council Members Mathis, Pezold, Wheeler, Mayor Pro
Tempore Caskey, and Mayor Sweeney

NOES: None

ABSENT: None

ABSTAIN: None

(SEAL)



JENNIFER LEE, CITY CLERK

Exhibit A

Comprehensive User Fee Schedule & Community Services Rental Fees and Deposit Schedule

Updated April 2025
Effective July 1, 2025

A: City Clerk

Fee #	Title	Unit/Description	Notes	Fee
1	Duplication of City Documents	first five sheets free, 6 or more sheets at \$.25 per page		\$ 0.25
2	Duplication of City Documents - two-sided	first five sheets free, 6 or more sheets at \$.25 per page		\$ 0.25
3	Certification on a City Document	per certification		\$ 20.00
4	Duplication of a Certified City Document	per sheet		\$ 3.45
5	Copies of City Council and/or Commission or Board Agendas	first five sheets free, 6 or more sheets at \$.25 per page		\$ 0.25
6	Mailed copies of City Council and/or Commission or Board Agendas	per year	same document	\$ 200.00
7	Copies of City Council and/or Commission or Board Minutes	per sheet		\$ 0.25
8	Mailed copies of City Council and/or Commission or Board Minutes	per year	same document	\$ 200.00
9	Duplication of Audio Tape of City Council and/or Commission or Board meetings	per disk		\$ 50.00

B: Admin Services / Other

Fee #	Title	Unit/Description	Notes	Fee
1	Bill Processing Administrative Fee		% of amount billed	17%
2	Returned Insufficient Funds Check - Service Fee	For First Check Returned	Pursuant to California Civil Code section 1719	\$ 25.00
3	Returned Insufficient Funds Check - Service Fee	Two or More Returned (for each subsequent check)		\$ 35.00
4	Administrative appeals to the City Council	per appeal		\$ 1,800.00
5	Traffic Violator Apprehension Program Fee	per vehicle impound	Reso 2024-09-10-3	\$ 174.00
6	Wedding Facility Use Fee	per wedding at Civic Center		\$ 47.00

C: Engineering and Public Works

Fee #	Title	Unit/Description	Notes	Current Fee
1	Encroachment Agreement Recording Fee	Per recording		\$ 30.00
2	Encroachment Agreement Preparation	Per agreement		\$ 500.00
3	Erosion Control Plan Check	City Engineer's cost estimate of erosion control work		4% of City Engineer's Cost Estimate
4	Erosion Control Inspection	City Engineer's cost estimate of erosion control work		3% of City Engineer's Cost Estimate
5	Improvement Plan Check	For improvements valued between \$1 - \$25,000		4% of City Engineer's Cost Estimate
6	Improvement Plan Check	For improvements valued between \$25,001 - \$75,000		\$950 + 2% of City Engineer's cost estimate above \$25,000
7	Improvement Plan Check	For improvements valued over \$75,000		\$ 1,600.00
8	Improvement Inspection	For improvements valued between \$1 - \$50,000		3% of City Engineer's Cost Estimate
9	Improvement Inspection	For improvements valued between \$50,001 - \$100,000		\$1,570 + 3% of City Engineer's cost estimate above \$50,000
10	Improvement Inspection	For improvements valued over \$100,000		\$3,140 + 1.6% of City Engineer's cost estimate above \$100,000
11	Grading Plan Check - Residential	Minimum Fee		\$ 780.00
12	Grading Inspection - Residential	Minimum Fee		\$ 790.00
13	Grading Plan Check	1 - 1,000 cubic yards (CY)		\$400 + \$0.47 per CY
14	Grading Inspection	1 - 1,000 cubic yards (CY)		\$500 + \$0.44 per CY
15	Grading Plan Check	1,001 - 10,000 cubic yards (CY)		\$700 + \$0.03 per CY
16	Grading Inspection	1,001 - 10,000 cubic yards (CY)		\$1,000 + \$0.07 per CY

17	Grading Plan Check	Over 10,000 cubic yards (CY)		\$1,000 + \$0.02 per CY
18	Grading Inspection	Over 10,000 cubic yards (CY)		\$2,000 + \$0.05 per CY
19	Transportation Permit	Single Trip	Set by State of CA	\$ 16.00
20	Transportation Permit	Annual Permit	Set by State of CA	\$ 90.00
21	Temporary Access - Across Right-of-Way (ROW)			\$ 230.00
22	Encroachment Storage in Right-of-Way	First day		\$ 180.00
23	Encroachment Storage in Right-of-Way	Each additional day		\$ 30.00
24	Photography/Videography on Public Property	First day		\$ 150.00
25	Photography/Videography on Public Property	Each additional day		\$ 70.00
26	Road Closure	First day		\$ 500.00
27	Road Closure	Each additional day		\$ 300.00
28	Block Party	Each occurrence		\$ 190.00
29	Lane Closure	First day		\$ 640.00
30	Lane Closure	Each additional day		\$ 40.00
31	Encroachment Trenching/Micro-trenching	1-100 linear feet (LF)		\$ 520.00
32	Encroachment Trenching/Micro-trenching	Each additional 100 linear feet (LF), or portion thereof		\$ 60.00
33	Encroachment Directional Boring	1-100 linear feet (LF)		\$ 520.00
34	Encroachment Directional Boring	Each additional 100 linear feet (LF), or portion thereof		\$ 60.00
35	Encroachment Curb Core	Each		\$ 80.00
36	Encroachment Residential Driveway Apron	Each		\$ 230.00
37	Encroachment Commercial Driveway Apron	Each		\$ 550.00
38	Encroachment Curbs & Gutters	1-100 linear feet (LF)		\$ 520.00
39	Encroachment Curbs & Gutters	Each additional 100 linear feet (LF), or portion thereof		\$ 60.00
40	Encroachment Paving	1-100 square feet (SF)		\$ 370.00
41	Encroachment Paving	Each additional 100 square feet (SF), or portion thereof		\$ 60.00
42	Encroachment Sidewalks	1-100 square feet (SF)		\$ 310.00
43	Encroachment Sidewalks	Each additional 100 square feet (SF), or portion thereof		\$ 60.00
44	Encroachment Storm Drain Entry	Each		\$ 650.00
45	Encroachment Catch Basin Construction	Each		\$ 730.00
46	Storage Container Placement	Up to 2 weeks		\$ 210.00
47	Right-of-Way (ROW) Placement of Temporary Collection Bin	Per week		\$ 150.00
48	Right-of-Way (ROW) Placement of Delivery Drop Box	Per year		\$ 280.00
49	Surveying Final Tract/Parcel Map			City consultant invoice + 25%
50	Surveying Lot Line Adjustment/Parcel Merger			City consultant invoice + 25%
51	Surveying Street/Easement Vacation Request			City consultant invoice + 25%
52	Surveying Easement/Dedication/Other			City consultant invoice + 25%
53	Permit Issuance	Encroachment or grading permits		\$ 160.00
54	Other Items in Public Right-of-Way			\$ 360.00
55	Weed Abatement Administrative Fee	Admin fee per parcel, in addition to cost of contractor		\$ 610.00
56	Parking Permit	Per vehicle		\$ 15.00
57	Parade Permit Application			\$ 190.00
58	Removal/Impound of Illegal Drop-off Boxes			\$ 780.00
59	Removal/Impound of Illegal Front Loader Bins			\$ 780.00
60	Electric Vehicle Charging Station	per Kilowatt-hour (kWh)		Actual energy cost + \$0.10 per kWh
61	Electric Vehicle Charging Station	Idle Fee		1st 60 minutes free; then \$10 per hour
62	Temporary Certificate of Occupancy - Grading	Security Deposit + Flat Fee		\$10,000 security deposit + \$170 flat fee

63	Permit Re-issuance/Permit Expiration	Each permit	\$ 170.00
64	Penalty Fee - for work performed without first obtaining a permit	Penalty fee is in addition to the usual permit fee	2 times the original fee

Note: Any service not otherwise identified above shall be charged at the discretion of the City Engineer, based upon a time and materials cost.

D: Community Development/Planning

Fee #	Title	Unit/Description	Notes	Current Fee
1	Annexation/Detachment	Deposit based upon staff estimate and billed at actual cost		Deposit
2	Appeals	Set fee. If applicant files an appeal on an actual cost case, an additional deposit is not required and this appeal fee will be charged against original deposit.		\$ 1,800.00
3	Certification of compliance subdivisions			\$ 1,750.00
4	Change of Plans - Major			Deposit
5	Change of Plans - Minor			\$ 1,510.00
6	Conditional use permit			Deposit
7	Development agreements	Fees and deposits will be determined in D.A.		Varies
8	Environmental Impact Report for staff management and oversight of EIR			Deposit
9	Negative Declaration			Deposit
10	Environmental Mitigation Monitoring Program			Deposit
11	Categorical exemption			\$ 140.00
12	Extension of time			\$ 390.00
13	General Plan Amendment			Deposit
14	Lot Line Adjustment			Deposit
15	Park Modifications			\$ 820.00
16	Parking Use Permit			Deposit
17	Precise Plan (Mixed use District Only)			Deposit
18	Preliminary Project Review			\$ 1,330.00
19	Site Development Permit (Administrative)			\$ 1,510.00
20	Site Development Permit (Planning Agency)			Deposit
21	Special Animal Permit			\$ 820.00
22	Special Use Permit			Deposit
23	Specific Plan			Deposit
24	Specific Plan Amendment			Deposit
25	Temporary Sign Permit			\$ 140.00
26	Temporary Use Permit			\$ 390.00
27	Tentative Tract Map			Deposit
28	Tentative Parcel Map			Deposit
29	Variance			Deposit
30	Zone Change			Deposit
31	Finding of Public Convenience or Necessity			\$ 390.00
32	Wireless Facility Permit Request 6409(a)			\$ 390.00
33	Fortune Telling Permit			\$ 340.00
34	General Plan Interpretation			\$ 780.00
35	Landscape Plan Fee - Residential	> 2500 square feet & < 2 acres		\$ 290.00
36	Landscape Plan Fee - Residential	> 2 acres		Deposit
37	Landscape Plan Fee - Commercial			Deposit
38	Development Code Amendment			Deposit
39	Massage Establishment Operator Permit			\$ 840.00
40	Massage Establishment Operator Permit (renewal)			\$ 710.00
41	Apiary Registration			\$ 40.00
42	Sidewalk Vending Permit Application Fee			\$ 320.00
43	Sidewalk Vending Permit Application Fee (renewal)			\$ 320.00
44	Concurrently filed applications			20% reduction after 1st appl.

45	Permanent record retention	Per application, per page	\$ 2.00
46	Record research / zoning verification letter		Actual cost
47	Technology fee	In addition to permit fee	5% of payment
48	Copies of City Documents (i.e. General Plan, Development Code, UVSP, Subdivision Manual, etc.)		Actual cost of reproduction

Note: Applications charged via deposit may be reviewed by third party contractors at the City's discretion, based on staff availability or complexity of the project. For projects reviewed by third party contractors, a 25% markup will be added to cover City review of consultant's work.

Note: Any service not otherwise identified above shall be charged at the discretion of the Community Development Director, based upon a time and materials cost.

Note: For development application processing, City Attorney and/or Special Legal Counsel Services will be charged at applicable contracted rates.

E: Community Development/Building

Fee #	Title	Unit/Description	Notes	Current Fee
1	Administration - Record retention (page size 11x17 and under)	per page		\$ 2.30
2	Administration - Record retention (page size over 11x17)	per page		\$ 3.45
3	Administration - Technology fee	Applied to all other fee categories	In addition to permit fee	5% of payment
4	Administration - Certificate of Occupancy			\$ 230.00
5	Administration - Temporary Certificate of Occupancy			\$ 230.00
6	Administration - Permit issuance fee	Applied to all types of permits	In addition to permit fee	\$ 55.00
7	Administration - Change permit holder / Re-issuance fee			\$ 40.00
8	Administration - SB1473 valued between \$0 - \$25,000		Set by State	\$ 1.00
9	Administration - SB1473 valued between \$25,001 - \$50,000		Set by State	\$ 2.00
10	Administration - SB1473 valued between \$50,001 - \$75,000		Set by State	\$ 3.00
11	Administration - SB1473 valued between \$75,001 - \$100,000		Set by State	\$ 4.00
12	Administration - SB1473 valued above \$100,001	Each \$25,000 above \$100,001	Set by State	\$ 1.00
13	Administration - CASp fee (does not apply to MEP permits)		Set by State	\$ 4.00
14	Administration - Residential SMIP		Set by State	State fee
15	Administration - Commercial SMIP		Set by State	State fee
16	Administration - Bonds - swimming pool/spa			\$ 500.00
17	Administration - Appeal hearing before the Planning Agency/City Council			\$ 2,500.00
18	Administration - Water quality control administrative hearing for notice of non-compliance, administrative compliance order, invoices for costs and adverse determination			\$ 2,500.00
19	Renewals / Extensions - Plan review renewal			100% of PC fee
20	Renewals / Extensions - Building permit renewal			50% of permit fee
21	Renewals / Extensions - As-built building permit			200% of building permit
22	Renewals / Extensions - Plan review/permit extension (request to extend Plan Check or permit)			\$ 90.00
23	Construction and Demolition - Application fee			\$ 30.00
24	Construction and Demolition - Security deposit residential projects (\$100 minimum / \$2,750 maximum)			\$0.30 per square foot
25	Construction and Demolition - Security deposit commercial projects (\$250 minimum / \$7,423 maximum)			\$0.50 per square foot
26	Construction and Demolition - Appeal fee			\$ 690.00
27	Building Permit Valuation - Projects valued with base of \$1 and high of \$2,000	Final project valuation determined by Com. Dev. Staff / Building Official. See building permit fee table.	\$130 base	
28	Building Permit Valuation - Projects valued with base of \$2,001 and high of \$25,000		\$130 base, plus \$15.65 for each additional \$1,000 above the base	
29	Building Permit Valuation - Projects valued with base of \$25,001 and high of \$50,000		\$490 base, plus \$15.20 for each additional \$1,000 above the base	
30	Building Permit Valuation - Projects valued with base of \$50,001 and high of \$100,000		\$870 base, plus \$14.80 for each additional \$1,000 above the base	
31	Building Permit Valuation - Projects valued with base of \$100,001 and high of \$500,000		\$1,610 base, plus \$3.75 for each additional \$1,000 above the base	
32	Building Permit Valuation - Projects valued with base of \$500,001 and high of \$1,000,000		\$3,110 base, plus \$3.34 for each additional \$1,000 above the base	
32b	Building Permit Valuation - Projects valued with base of \$1,000,001 and over		\$4,780 base, plus \$3.34 for each additional \$1,000 above the base	
33	Building Permits Miscellaneous - Cellular/radio antenna	Each		\$ 230.00

34	Building Permits Miscellaneous - Demolition permit	Up to 3,000 square feet		\$	240.00
35	Building Permits Miscellaneous - Demolition permit	Each additional 3,000 square feet		\$	60.00
36	Building Permits Miscellaneous - Freestanding outdoor fireplace/pizza oven			\$	310.00
37	Building Permits Miscellaneous - Flag pole			\$	240.00
38	Building Permits Miscellaneous - Light pole with electrical			\$	240.00
39	Building Permits Miscellaneous - Additional light pole			\$	30.00
40	Building Permits Miscellaneous - Portable spa/hot tub/sauna/steam room			\$	240.00
41	Building Permits Miscellaneous - Residential bathroom remodel (like for like)			\$	440.00
42	Building Permits Miscellaneous - Residential kitchen remodel (like for like)			\$	570.00
43	Building Permits Miscellaneous - Sign (wall mount)			\$	390.00
44	Building Permits Miscellaneous - Sign (monument)			\$	390.00
45	Building Permits Miscellaneous - Temporary construction trailer with ramp, or per Title 25			\$	180.00
46	Building Permits Miscellaneous - Trash enclosure			\$	380.00
47	Plan Reviews - Plan check hourly rate	per hour		\$	160.00
48	Plan Reviews - Plan check applied to Building Permit Fee				65% of permit
49	Plan Reviews - Overtime plan review / expedited plan check				1.5 times regular rate
50	Plan Reviews - Repetitive plan check				25% of original
51	Plan Reviews - Disabled access compliance review	per hour		\$	180.00
52	Solar - Residential solar	Up to 15 kilowatts	Set by State of CA	\$	350.00
53	Solar - Residential solar	Additional fee, per kilowatt above 15 kilowatts	Set by State of CA	\$	15.00
54	Solar - Commercial solar system	Up to 50 kilowatts	Set by State of CA	\$	800.00
55	Solar - Commercial solar system	Additional fee, per kilowatt between 51 kilowatts - 250 kilowatts	Set by State of CA	\$	7.00
56	Solar - Commercial solar system	Additional fee, per kilowatt above 251 kilowatts	Set by State of CA	\$	5.00
57	Solar - Main panel/subpanels/meters/disconnect switches/switch gear/battery/transformer/EV charger with solar	Each item		\$	50.00
58	Inspections - Off-hours inspection request (4 hour minimum)	per hour		\$	310.00
59	Inspections - Other inspections/re-inspections (1 hour minimum)	per hour		\$	160.00
60	Inspections - Water quality management code compliance inspection	Projects disturbing 120 square feet or more earth		\$	280.00
61	Electrical Permits - Temporary service pole or pedestal, including meter	Each		\$	160.00
62	Electrical Permits - Temporary sub pole, including switches and outlets	Each		\$	160.00
63	Electrical Permits - Power equipment/appliance (for motors, generators, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus)	Each		\$	190.00
64	Electrical Permits - Main panels/subpanels/meters/disconnect switches/switch gear/battery/transformer/EV charger			\$	200.00
65	Electrical Permits - Apparatus or equipment for which a permit is required but for which no fee is set forth	Each miscellaneous unit		\$	240.00
66	Electrical Permits - Conduits and conductors	Each 50 feet, or fraction thereof		\$	130.00
67	Electrical Permits - Private street lights	Each		\$	200.00
68	Mechanical Permits - Residential HVAC (a/c, air handler, condenser, ducting, FAU)			\$	170.00
69	Mechanical Permits - Commercial mechanical equipment (absorption/package units/heat pumps/VAV units/hood/ducting/registers)			\$	230.00
70	Mechanical Permits - Factory built fireplace / heating appliance			\$	130.00
71	Mechanical Permits - Commercial hood (including ducting / commercial ducting)	Each system		\$	320.00
72	Mechanical Permits - Appliances or piece of equipment regulated by this code but not specifically classed or listed			\$	240.00
73	Plumbing Permits - Each plumbing fixture including water, gas, and drainage piping			\$	160.00
74	Plumbing Permits - Cleanout, backwater valve, check valve, new sewer, sewer abandonment			\$	160.00
75	Plumbing Permits - Each private sewage disposal system (septic), grease interceptors, clarifiers, and seperators (incl. grease, oil, sand, solid interceptors, etc.)			\$	210.00
76	Plumbing Permits - Each water heater and/or vent			\$	80.00
77	Plumbing Permits - Repipe withni the unit/structure			\$	200.00
78	Plumbing Permits - Miscellaneous fixtures - includes thermal solar panels and thermal solar tanks, water softeners/water treatment equipment, etc.			\$	240.00

Note: Any service not otherwise identified above shall be charged at the discretion of the Community Development Director, based upon a time and materials cost.

F: Administrative Citation Program Fines and Penalties Schedule

Fee #	Fee Group	Unit/Description	Sub Title	Unit	Notes	Current Fee
1	Standard Administrative Citation Penalties for Infractions	First violation			Reso 2023-10-10-1	\$ 100.00
2	Standard Administrative Citation Penalties for Infractions	Second violation within one year			Reso 2023-10-10-1	\$ 200.00
3	Standard Administrative Citation Penalties for Infractions	Third violation within one year			Reso 2023-10-10-1	\$ 500.00
4	Standard Administrative Citation Penalties for Infractions	All subsequent violations within one year of the first violation			Reso 2023-10-10-1	\$ 500.00
5	Standard Administrative Citation Penalties for Misdemeanors	Violations of regulations punishable as misdemeanors	Each offense		Reso 2023-10-10-1	\$ 1,000.00
6	Local Building and Safety Code Administrative Citation Penalties	First violation			Reso 2023-10-10-1	\$ 100.00
7	Local Building and Safety Code Administrative Citation Penalties	Second violation within one year			Reso 2023-10-10-1	\$ 500.00
8	Local Building and Safety Code Administrative Citation Penalties	Third violation within one year			Reso 2023-10-10-1	\$ 1,000.00
9	Local Building and Safety Code Administrative Citation Penalties	All subsequent violations within one year			Reso 2023-10-10-1	\$ 1,000.00
10	Local Building and Safety Code Administrative Citation Penalties	All subsequent violations in commercial properties within two years of the first violation			Reso 2023-10-10-1	\$ 2,500.00
11	Administrative Citation Penalties for Chapter 5-32 Solid Waste and Recycling Violations	First violation			Reso 2023-10-10-1	\$ 50.00
12	Administrative Citation Penalties for Chapter 5-32 Solid Waste and Recycling Violations	Second violation within one year			Reso 2023-10-10-1	\$ 100.00
13	Administrative Citation Penalties for Chapter 5-32 Solid Waste and Recycling Violations	Third violation within one year			Reso 2023-10-10-1	\$ 250.00
14	Administrative Citation Penalties for Chapter 5-32 Solid Waste and Recycling Violations	All subsequent violations within one year of the first violation			Reso 2023-10-10-1	\$ 250.00
15	Administrative Citation Penalties for Chapter 6-40 Short-Term Rentals Violations	Violations of the regulations in Chapter 6-40 pertaining to Short-Term Rentals	Each offense		Reso 2023-10-10-1	\$ 1,000.00
16	Administrative Citation Penalties for Chapter 4-48 Sidewalk Vending Violations	Violation with an issued Sidewalk Vending Permit	First violation		Reso 2023-10-10-1	\$ 100.00
17	Administrative Citation Penalties for Chapter 4-48 Sidewalk Vending Violations	Violation with an issued Sidewalk Vending Permit	Second violation within one year		Reso 2023-10-10-1	\$ 200.00
18	Administrative Citation Penalties for Chapter 4-48 Sidewalk Vending Violations	Violation with an issued Sidewalk Vending Permit	All subsequent violations within one year		Reso 2023-10-10-1	\$ 500.00
19	Administrative Citation Penalties for Chapter 4-48 Sidewalk Vending Violations	Violation without an issued Sidewalk Vending Permit	First violation		Reso 2023-10-10-1	\$ 250.00
20	Administrative Citation Penalties for Chapter 4-48 Sidewalk Vending Violations	Violation without an issued Sidewalk Vending Permit	Second violation within one year		Reso 2023-10-10-1	\$ 500.00
21	Administrative Citation Penalties for Chapter 4-48 Sidewalk Vending Violations	Violation without an issued Sidewalk Vending Permit	All subsequent violations within one year		Reso 2023-10-10-1	\$ 1,000.00
22	Late Payment Penalties; Interest	Except for Title 13 Animal Control penalties, payment for Administrative Citations is due by or before 30 days from the date the Citation is issued. Late payments are subject to a one-time penalty of 25% of the amount of the citation, which shall become part of the penalty required to be paid. In addition to such assessment, the person shall pay to the City interest at the rate of 1.5% per month, 18% per annum, or the maximum legal rate, whichever is higher, on all unpaid penalty amounts from the date payment was due.				
23	Administrative Citation Penalties for Violations of Title 13 – Animal Control	First violation			Reso 2023-10-10-1	\$ 300.00
24	Administrative Citation Penalties for Violations of Title 13 – Animal Control	Second violation within one year			Reso 2023-10-10-1	\$ 350.00
25	Administrative Citation Penalties for Violations of Title 13 – Animal Control	Third violation within one year			Reso 2023-10-10-1	\$ 400.00
26	Administrative Citation Penalties for Violations of Title 13 – Animal Control	Fourth violation within one year			Reso 2023-10-10-1	\$ 450.00
27	Administrative Citation Penalties for Violations of Title 13 – Animal Control	Fifth violation within one year			Reso 2023-10-10-1	\$ 500.00
28	Administrative Citation Penalties for Violations of Title 13 – Animal Control	Sixth violation within one year			Reso 2023-10-10-1	\$ 550.00
29	Administrative Citation Penalties for Violations of Title 13 – Animal Control	All subsequent violations within one year of the first violation			Reso 2023-10-10-1	\$ 550.00
30	Late Penalties – Title 13 Animal Control	Payment for Administrative Citations is due by or before 30 days from the date the Citation is issued. A late penalty in the same amount of the underlying fine amount due pursuant to the above table shall accrue and be charged for any fine not paid within fifteen (15) days of the due date, such that the total amount due is double the unpaid penalty amount.				

Note: Any service not otherwise identified above shall be charged at the discretion of the City Manager, based upon a time and materials cost.



CITY OF LAGUNA HILLS RENTAL FEES AND DEPOSITS SCHEDULE

A) Community Center Facility Rental Rates

	A RESIDENT NONPROFIT	B RESIDENT PRIVATE	C NON-RESIDENT NONPROFIT	D NON-RESIDENT PRIVATE	E COMMERCIAL
ALL FEES ARE PER HOUR UNLESS NOTED OTHERWISE					
Heritage Room (Full Banquet Room Rental)					
Weekday	\$ 130.00	\$ 165.00	\$ 200.00	\$ 255.00	\$ 330.00
Weekend	\$ 135.00	\$ 180.00	\$ 210.00	\$ 270.00	\$ 365.00
Overnight (flat fee per night)	\$ 165.00	\$ 220.00	\$ 270.00	\$ 330.00	\$ 380.00
Heritage Room A/B/C (1/3 of Banquet Room Rental)					
Weekday	\$75.00	\$90.00	\$115.00	\$160.00	\$175.00
Weekend	\$85.00	\$100.00	\$125.00	\$170.00	\$210.00
Overnight (flat fee per night)	\$75.00	\$105.00	\$135.00	\$160.00	\$185.00
Heritage Room - 2/3 of Banquet Room Rental (A+B, B+C)					
Weekday	\$100.00	\$125.00	\$155.00	\$205.00	\$250.00
Weekend	\$110.00	\$140.00	\$165.00	\$220.00	\$285.00
Overnight (flat fee per night)	\$75.00	\$105.00	\$135.00	\$160.00	\$185.00
Kitchen Use (Heritage Room)					
Full Use w/Rental of Room (Per Hour)	\$35.00	\$35.00	\$40.00	\$40.00	\$65.00
Partial Use w/Rental of Room - Includes use of Refrigerator, Ice Machine (Flat Fee)	\$50.00	\$50.00	\$60.00	\$60.00	\$90.00
Kitchen Rental Only (Per Hour)	\$40.00	\$40.00	\$50.00	\$50.00	\$70.00
Large Classroom (A & B Combined)					
	\$45.00	\$60.00	\$75.00	\$100.00	\$130.00
Individual Classroom (A or B)					
	\$40.00	\$50.00	\$70.00	\$85.00	\$110.00
Kitchen Use (Classroom) <i>Kitchen rental without Classroom rental is not available</i>					
Partial Use - Includes use of Refrigerator, and Oven only (Flat Fee)	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Art Room					
	\$40.00	\$50.00	\$70.00	\$85.00	\$110.00

	A RESIDENT NONPROFIT	B RESIDENT PRIVATE	C NON-RESIDENT NONPROFIT	D NON-RESIDENT PRIVATE	E COMMERCIAL
Physical Activity Room	\$45.00	\$50.00	\$60.00	\$80.00	\$100.00
Tower Room	\$35.00	\$40.00	\$45.00	\$55.00	\$60.00
Plaza Rental	\$25.00	\$30.00	\$40.00	\$50.00	\$60.00
Alcohol Permit Fee (Flat Fee)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00

Miscellaneous Fees

Cancellation Fees:

At Least 30 days prior: Full Refund
Less than 30 days: Forfeit Deposit

AV System with Screen and Podium Rental:

\$75 flat fee

Lobby Rental Fee:

\$100 flat fee

Deposit Fee:

\$250 – Deposit for events not serving alcohol
\$500 – Deposit for events serving alcohol or in excess of 75 guests

Dance Floor Rental Fee:

16' x 20' = \$200 rental fee

B) Gymnasium Rental Rates

	A RESIDENT NONPROFIT	B RESIDENT PRIVATE	C NON-RESIDENT NONPROFIT	D NON-RESIDENT PRIVATE	E COMMERCIAL
ALL FEES ARE PER HOUR UNLESS NOTED OTHERWISE					
One Court	\$25.00	\$50.00	\$70.00	\$105.00	\$125.00
Full Gymnasium	\$45.00	\$105.00	\$155.00	\$185.00	\$225.00
Full Gymnasium Overnight (flat fee per night)	\$75.00	\$195.00	\$315.00	\$365.00	\$450.00

Laguna Hills Youth Sports Organization Gymnasium Rates

Type of Use	Youth Sport Organization
Without Lights	
One Court	No charge
Full Gymnasium	No charge
With Lights	
One Court	\$15.00/hr.
Full Gymnasium	\$30.00/hr.
Full Gymnasium Overnight (flat fee per night)	\$70.00

C) Neighborhood Park and Outdoor Amenity Rates

	A RESIDENT NONPROFIT	B RESIDENT PRIVATE	C NON-RESIDENT NONPROFIT	D NON-RESIDENT PRIVATE	E COMMERCIAL
ALL FEES ARE PER HOUR UNLESS NOTED OTHERWISE					
Neighborhood Park					
Refundable Deposit (Flat Fee)	\$100.00	\$100.00	\$100.00	\$100.00	\$200.00
Rental Fee	\$0	\$20.00	\$40.00	\$45.00	\$60.00
CC Sports Complex					
Refundable Deposit (Flat Fee)	\$100.00	\$100.00	\$100.00	\$100.00	\$200.00
Picnic Shelter Rental Fees (per Bay)	\$30.00	\$40.00	\$55.00	\$60.00	\$75.00
Picnic Shelter Entire Bay Rental	\$70.00	\$75.00	\$160.00	\$175.00	\$230.00
Entire Bay Overnight (Flat Fee)	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00
Gazebo	\$10.00	\$10.00	\$15.00	\$15.00	\$15.00
Town Green	\$25.00	\$30.00	\$35.00	\$40.00	\$45.00

D) Athletic Field Rates

	A RESIDENT NONPROFIT	B RESIDENT PRIVATE	C NON-RESIDENT NONPROFIT	D NON-RESIDENT PRIVATE	E COMMERCIAL
ALL FEES ARE PER HOUR UNLESS NOTED OTHERWISE					
Daytime Use (No lights)					
Cabot Park Sports Complex	N/A	\$35.00	\$50.00	\$55.00	\$60.00
Laguna Hills Community Center & Sports Complex	N/A	\$35.00	\$50.00	\$55.00	\$60.00
Use of Fields w/Lights					
Laguna Hills Community Center & Sports Complex	\$25.00	\$45.00	\$60.00	\$70.00	\$75.00
Field Overnight (Flat Fee per night)	\$20.00	\$40.00	\$40.00	\$60.00	\$80.00
Non-Primary Use of Athletic Fields (use other than for sport related activities)					
Use of fields without lights	\$45.00	\$50.00	\$55.00	\$60.00	\$70.00
Use of fields with lights	\$60.00	\$65.00	\$70.00	\$75.00	\$80.00
Field Overnight (Flat Fee per night)	\$40.00	\$60.00	\$60.00	\$80.00	\$100.00

E) Hockey Rink Rates

Type of Use	A RESIDENT NONPROFIT	B RESIDENT PRIVATE	C NON-RESIDENT NONPROFIT	D NON-RESIDENT PRIVATE	E COMMERCIAL
ALL FEES ARE PER HOUR UNLESS NOTED OTHERWISE					
Daytime Use	\$25.00	\$30.00	\$40.00	\$50.00	\$85.00
Use of Hockey Facility with Lights	\$30.00	\$35.00	\$50.00	\$60.00	\$95.00

F) Skate Park Rates (Commercial Use Only)

\$500 half-day rental fee

\$1,000 full day rental fee

G) After Hours Rate

Any group using City Facilities outside of established hours of operations shall pay for each or any part of an hour for each City staff member assisting with the Facility reservation, in addition to the regular rental fee as established by City Council resolution.

<u>Staff Position</u>	<u>Rate per hour</u>
Recreation Coord.	\$75.87
PT Recreation Leader	\$22.00

City of Laguna Hills
User Fee Study 2024/2025
Fully Burdened Hourly Rate (FBHR)

Department	Position	FBHR
General Government	City Councilmember	\$ 18.97
General Government	City Attorney - attorneys	contracted
General Government	City Attorney - paralegals	contracted
General Government	City Attorney - 3rd party reimbursement	contracted
General Government	City Manager	\$ 243.86
General Government	Executive Assistant	\$ 74.51
General Government	Senior Management Analyst	\$ 101.61
General Government	City Clerk	\$ 139.54
General Government	Deputy City Clerk	\$ 70.45
General Government	Finance Director	\$ 197.79
General Government	Finance Manager	\$ 138.19
General Government	Accounting Specialist	\$ 85.35
Non-Departmental	IT Administrator	\$ 98.90
Community Development	Community Development Director	\$ 195.08
Community Development	Senior Planner	\$ 121.93
Community Development	Assistant Planner	\$ 73.16
Community Development	Management Analyst I	\$ 88.06
Community Development	Receptionist	\$ 54.19
Community Development	Senior Permit Technician	\$ 65.03
Community Development	Code Enforcement Officer	\$ 62.32
Community Development	Principal Building Official	\$ 216.76
Community Development	Building Official	\$ 186.96
Community Development	Senior Building Inspector	\$ 157.15
Community Development	Building Inspector/Plan Checker	\$ 144.96
Community Development	Building Inspector	\$ 134.12
Community Services	Deputy City Manager/Com. Svcs. Director	\$ 203.21
Community Services	Community Services Manager	\$ 111.09
Community Services	Recreation Coordinator	\$ 75.87
Community Services	Management Analyst I	\$ 96.19
Community Services	Administrative Assistant	\$ 54.19
Public Works	Public Works Director	\$ 185.60
Public Works	Principal Civil Engineer	\$ 119.22
Public Works	Senior Public Works Inspector	\$ 96.19
Public Works	Administrative Assistant II	\$ 71.80
Public Works	Parks Supervisor	\$ 115.15
Public Works	Public Works Supervisor	\$ 106.81
Public Works	Assistant Engineer	\$ 75.71
Public Safety	Captain (OCSD)	\$ 245.00
Public Safety	Sergeant (OCSD)	\$ 195.00
Public Safety	Investigator (OCSD)	\$ 187.00
Public Safety	Deputy Sheriff II (OCSD)	\$ 159.00

Note: Any service provided that not identified in the fee schedule, shall be charged on a time and materials basis using the applicable rates above.