



CITY OF CITRUS HEIGHTS

MASTER FEE SCHEDULE

Effective February 22, 2024

Fee Type	Rate	Footnotes
CITY-WIDE FEES		
Appeals - City and Planning Commission	\$250	Resolution 99-33
CITY CLERK FEES		
Initiative Petition / Petition Filing Fee	\$200	CA Elec Sec 9202b
Candidate Filing Fee	\$25	Muni Code sec 2-33
FINANCE FEES		
Returned Payment Fee	\$29.00	
Returned Payment- Each Subsequent Payment	\$37.00	
Copies	0.20¢ B&W, 0.25¢ color	Per Page
Notary	\$15	Govt Code 8211
Documentation	\$3	Per Media Type
POLICE DEPARTMENT FEES		
Police Reports		
Per Report	\$11 per report (1-40 pages) plus 0.25¢ for additional pages over 40	
Processing Photographs		
Per Sheet	\$0.58	
Per CD	\$11	
Per Thumb Drive	\$17	
Subpoenas		
Administrative (Subpoena Deuces Tecum) Evidence Code 1563(b)	\$15	EC 1563-Dep & Act Cost
Civil Case Witness Fee - Gov't Code 68097.2 (b)	\$275	GC 68097.2-Dep & Act Cost
Towing Services		
Application & Administrative Fees (plus fingerprinting fees)		
Initial Application Fee	\$229	Including ID Card
Vehicle Tow Hearing	\$95	
Traffic Escort Services		
Administrative Fee	\$206	
Per Officer, Per Hour	Actual Cost	
Gun Safekeeping		
Administrative Fee	\$159	Per Case
Storage	\$1	Per Day, Per Gun
Unruly Gatherings		
Officer Called to Scene - First Response	\$0	
Officer Called to Scene - Second and Subsequent Responses (same address/same event)	Actual Cost	
Damage to City Property	Actual Cost	
Vehicle Identification Numbers		
VIN Verification Charge (individuals only)	\$57	
Stored or Impounded Vehicles		
Vehicle Release	\$206	
Vehicle Abatement	Actual Cost	
Vehicle Repossession		
Vehicle Repossession Fee	\$15	GC 26751 & 41612
Alarm Systems		
Alarm System Use Permit Fee (PALAR)	\$57	
Annual Alarm Permit Renewal Fee (PALRE)	\$17	
3 Year Alarm Permit Renewal Fee	\$40	
Failure to Register Alarm	\$286	
Late Fee	\$25	CHMC 30-66(g) & 30-71(b)
False Alarm (per 12-month period)		
First False Alarm	\$0	
Second False Alarm	\$85	
Third False Alarm	\$170	
Fourth False Alarm	\$226	
Fifth and Subsequent False Alarms	\$284	
Audio & Video		

Fee Type	Rate	Footnotes
Audio Recording - Per 15 minutes of Audio	\$43	
Video Recording - Per 15 minutes of Video	\$61	
Clearance Letters - Residents Only		
Police Clearance	\$43	
Fingerprint Services/Livescan (Non-Criminal)		
Rolling Fee	\$29	Livescan or 1 Ink Card
FBI Processing Fee - <i>State Regulated</i>	Set By State	
DOJ Processing Fee - <i>State Regulated</i>	Set By State	
CACI (Child Abuse Index Fee)	Set By State	
Firearms Fee	Set By State	
Ticket Sign Off	\$19	
Background Checks for Office of Personnel Management	\$25	FedCode 5USC 9101(e)(2)
Gaming Permit		
Casino Employee - New	\$74	
Casino Employee - Renewal	\$43	
Other - New	\$74	
Other - Renewal	\$43	
Animal Services		
Licensing		
Altered Animals		
1 year	\$16	CA FDAG 30804.35
2 year	\$33	
3 year	\$46	
1 year Senior Citizen Discount Rate	\$11	62 years or older
2 year Senior Citizen Discount Rate	\$22	62 years or older
3 year Senior Citizen Discount Rate	\$29	62 years or older
Lifetime Registration for Altered, Micro-Chipped Cats & Dogs	\$69	
Lifetime Registration for Altered, Micro-Chipped Cats & Dogs - Senior Citizen Discount Rate	\$57	62 years or older
Unaltered Animals		
1 year	\$34	
2 year	\$68	
3 year	\$102	
Replacement Tags	\$16	
License Transfer	\$10	CHMC 8-29.8
Late Fee	\$25	
Impounds		
Altered Animals		
First Impound (licensed)	\$0	
First Impound (unlicensed)	\$34	
Second Impound*	\$143	
Third and Subsequent Impound*	\$305	
* On second, third and subsequent impounds; if animal is boarded, additional boarding fees (actual cost) will apply.		
For all unlicensed impounds, in addition to the current fee, owner must pay the fee to license their animal. (CA Department of Food and Agriculture Code 30804.5)		
Unaltered Animals		
First Impound	\$57	
Second Impound**	\$143	
Third and Subsequent Impound**	\$305	
** On second, third and subsequent impounds; if animal is boarded, additional boarding fees (actual cost) will apply.		
For all unaltered animals, in addition to the current fee, owner must pay the required fines set by the CA Department of Food and Agriculture Code 30804.7		
Livestock/Wildlife		
First Impound	Actual Cost	
Second Impound	Actual Cost	
Third and Subsequent Impounds	Actual Cost	
Hauling	Actual Cost	CHMC 8-76
Boarding		
Domestic Animals	Actual Cost	
Livestock/Wildlife	Actual Cost	

Fee Type	Rate	Footnotes
Quarantine	Actual Cost	
Other Fees		
Owner Surrender (deceased or alive)	\$201	
Owner - Euthanasia	Actual Cost	
Home Quarantine	\$201	
Non-Home Quarantine	Actual Cost	
Rabies Specimen Testing	Actual Cost	Per Placer County Contract
Registration Fee -Vicious/Dangerous Animals	\$343	Not to Exceed
Late Registration Fee - Vicious/Dangerous Animals	\$686	CHMC 8-159.1
Animal Control Hearing	\$86	
Traps	\$109	Refundable if trap returned
<i>All Animal Services Fees are levied in addition to any penalties imposed by Chapter 8 of the City of Citrus Heights Municipal Code and Section 30804.7 of the Food and Agricultural Code.</i>		
Rental Housing Inspection Fee		
Single Family Rental Porperty	\$67	
2-4 Unit Rental Property	\$108	
5+ Unit Rental Property	\$144	
Annual Rental Housing Stock Fee		
100 + Units	\$17	
5 - 99 Units	\$21	
1 - 4 Units	\$28	
Late Fee	\$25	
Re-Scheduling Fee	\$11	
Re-Inspection Fee/Failure to Notify	\$483	
BUILDING FEES		
Fiat Fees		
Permit Issuance Fee	\$89	
Electrical Permits		
Service Panel		
60 - 200 amps	\$74	
201 - 1,000 amps	\$149	
Over 1,000 amps	\$296	
Replacement of equipment panel	\$74	
Sign Circuits	\$74	
Temporary Power	\$74	
Receptacles, Switches, Fixtures	\$10	
Miscellaneous electrical supplemental to a separate trade	\$25	
Energy Storage System (ESS)	\$228	Resolution 2011-128
Residential Photovoltaic (PV) System	\$228	Resolution 2011-128
Residential Photovoltaic (PV) System with ESS	\$296	Resolution 2011-128
Commercial Photovoltaic (PV) System	\$125 per hour	Resolution 2011-128
Residential Electric Vehicle Charging Station	\$112	City Ordinance 18-600
Plumbing Permits		
Water Heaters	\$37	
Sewer Replacements	\$49	
Water Piping Systems	\$10	
Gas Piping Systems		
1 - 4 Outlets	\$49	
Each additional outlet over 4 outlets	\$10	
Backflow Devices		
1 - 5 Devices	\$25	
Each additional device over 5 devices	\$10	
Interceptors	\$74	
Fixtures	\$10	
Miscellaneous plumbing supplemental to a separate trade	\$24	
Mechanical Permits		
Furnace, forced air		
Up to 100,000 BTU	\$74	
Over 100,000 BTU	\$100	
Furnaces, other than forced air	\$148	

Fee Type	Rate	Footnotes
Air Handlers		
Up to 10 CFM	\$25	
Above 10 CFM	\$37	
Evaporative Coolers	\$37	
Boilers		
1 to 100 HP	\$25	
101 to 1,750 BTU	\$74	
Above 1,750 BTU	\$148	
Exhaust Hoods	\$74	
Vent Fans	\$25	
Duct Piping	\$37	
Fuel Piping	\$48	
Other Fees		
Inspections outside of normal business hours	\$172 per hour	Minimum 2 Hours
Reinspection fees assessed under the provisions of the CBC	\$172	
Inspections for which no fee is specifically indicated	\$172	
Additional plan review required by changes, additions, or revisions to plans	\$172	
Use of outside consultant for plan checking - beyond second submittal cycle	Actual Cost	
Investigation Fee	Double Permit Fee	
Plan Check Fee	65% of Building Permit Fee	
General Plan Update Fee	6% of Valuation-Based Building Permit Fee	
Technology Fee	4% of Building Flat and Valuation-Based Fees	
Building Valuation-Based Fees		
Building Permit Fees		
Project Valuation \$1 to \$500	\$199	
Project Valuation \$501 to \$2,000		
First \$500	\$199	
Each Additional \$100 or fraction thereof	\$13.29	
Project Valuation \$2,001 to \$25,000		
First \$2,000	\$399	
Each Additional \$1,000 or fraction thereof	\$16.81	
Project Valuation \$25,001 to \$50,000		
First \$25,000	\$785	
Each Additional \$1,000 or fraction thereof	\$34.40	
Project Valuation \$50,001 to \$100,000		
First \$50,000	\$1,647	
Each Additional \$1,000 or fraction thereof	\$10.97	
Project Valuation \$100,001 to \$500,000		
First \$100,000	\$2,195	
Each Additional \$1,000 or fraction thereof	\$5.86	
Project Valuation \$500,001 to \$1,000,000		
First \$500,000	\$4,541	
Each Additional \$1,000 or fraction thereof	\$8.38	
Project Valuation \$1,000,001 to 5,000,000		
First \$1,000,000	\$8,730	
Each Additional \$1,000 or fraction thereof	\$4.57	
Project Valuation \$5,000,001 to \$10,000,000		
First \$5,000,000	\$27,062	
Each Additional \$1,000 or fraction thereof	\$2.44	
Project Valuation \$10,000,001+		
First \$10,000,000	\$39,285	
Each Additional \$1,000 or fraction thereof	\$1.16	
FEES COLLECTED on behalf of Other Agencies		
<i>Building Standards Administration Fee - SB 1473 - California Building Standards Law</i> https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=200720080SB1473		
<i>Fire Fees - Sacramento Metropolitan Fire District Capital Fire Facilities Fee</i> https://metrofire.ca.gov/media/board/ordinance/2015-01%20capital%20fire%20facilities%20fee%20schedule.pdf		
<i>Strong Motion Residential & Commercial - California Strong Motion Instrumentation Program</i>		

Fee Type	Rate	Footnotes
https://www.conservation.ca.gov/cgs/Documents/Program-SMIP/SMIP_Fee_Schedule.pdf		
STA Fee - Sacramento Transportation Authority		
https://www.sacta.org/search-docs		
PLANNING FEES		
General Plan Amendment	\$19,098	
Specific Plan Amendment	\$15,155	
State Housing Incentive Project Deposit	\$5,000	
Rezone		
Less than 2 acres	\$14,146	
Greater than 2 acres	\$17,681	
Variance - Minor	\$3,883	
Variance	\$7,354	
Zoning Ordinance Amendment	\$9,734	
Zoning Confirmation Letter	\$414	
Zoning Interpretation	\$2,073	
Use Permit - Minor	\$5,826	
Use Permit - Minor Modification	\$4,370	
Use Permit	\$9,141	
Use Permit Modification	\$6,854	
Temporary Use Permit	\$231	
Temporary Sign Permit	\$154	
Condo Conversion Use Permit	\$11,377	
Condo Conversion Use Permit Modification	\$6,089	
Design Review Permit - Staff Level	\$5,374	
Design Review Permit Modification - Staff level	\$2,466	
Design Review Permit - Planning Commission	\$11,979	
Design Review Permit Modification - Planning Commission	\$6,635	
Parcel Map	\$8,212	
Parcel Map Extension - Planning Commission	\$4,701	
Parcel Map-Urban Lot Split (Reso 2021-110)	\$5,140	Deposit & Actual Cost
Subdivision Map	\$16,793	
Subdivision Map Extension - Planning Commission	\$4,899	
Subdivision Map - Vesting	\$17,352	
Subdivision Map - Vesting Extension Planning Commission	\$5,880	
Development Agreement (Planning Staff)	\$10,280	Deposit & Actual Cost
Amendment To Development Agreement	\$5,140	Deposit & Actual Cost
Planning - Zone Check	3.25% of Building Permit	
Development Agreement Annual Review	\$0	
Categorical Exemption + Notice of Determination	\$601	
Negative Declaration (In-House)	\$3,084	Deposit & Actual Cost
Mitigated Negative Declaration (In-House)	\$6,168	Deposit & Actual Cost
EIR Review and Admin	\$5,140	Deposit & Actual Cost
Mitigation Monitoring	\$5,140	Deposit & Actual Cost
Tree Removal Permit	\$31	
Comprehensive Sign Plan	\$308	
Bingo - Eligibility Certificate - State Regulated	\$50	State Regulated
Letter of Public Convenience & Necessity	\$2,744	
Sign Exception Process	\$4,156	
Shopping Cart Retrieval Fee	\$25	CHMC C50-914
Excessive Cart Impound per Occurrence (3x's in 6 months)	\$50	Stated Regulated BPC 22435.7
Technology Fee	4% of Planning & Business License Fees	
SB1186/AB1379 Disability Access & Educate Fee	\$4	State Regulated
https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB1379		
General Business License	\$100	
General Business License Late Fee- Municipal Code Sec. 22-84	\$25	Municipal Code 22-84
General Business License Renewal	\$77	
Special Business License	\$259	
Special Business License Renewal	\$179	
Massage Business License	\$224	

Fee Type	Rate	Footnotes
Massage Business License Renewal	\$224	
Massage Establishment License	\$453	
Massage Establishment Renewal	\$263	
ENGINEERING FEES		
Agreements - Deferral, Stormwater Vault/Access, Right of Way/Easement Abandonment, Reimbursement	\$1,263	Deposit & Actual Cost
Encroachment Permit - Residential Frontage (Driveway/ C, G & SW)	\$520	Flat Fee
Encroachment Permit - Multi-Family/ Commercial Frontage (Driveway, C, G, SW Replacement, and ADA Ramp Replacement)	\$1,372 < 45 linear ft or 200 sq ft; \$1,944 ≥ 45 linear ft or 200 sq ft	Deposit & Actual Cost
Encroachment Permit - Minor	\$273	Flat Fee
Encroachment Permit - Utility Standard	\$1,717	Deposit & Actual Cost
Encroachment Permit - Monitoring Wells, Initial and Release		
Initial	\$1,186	Flat Fee
Monitoring	\$189	Flat Fee
Destruction	\$540	Flat Fee
Encroachment Permit - Blanket Permit		
Tier 1	\$5,508	Deposit & Actual Cost
Tier 2	\$16,525	Deposit & Actual Cost
Tier 3	\$44,066	Deposit & Actual Cost
Crack Seal Fee	\$2	Per Linear Foot
Mapping - Certificate of Compliance	\$1,133	Deposit & Actual Cost
Mapping - Lot Line Adjustment (LLA)	\$1,717	Deposit & Actual Cost
Mapping - Parcel Map Check, <4 Lots	\$5,718	Deposit & Actual Cost
Mapping - Subdivision Map Check, 5-25 Lots	\$5,718	Deposit & Actual Cost
Mapping - Subdivision Map Check, 26+ Lots	\$11,435	Deposit & Actual Cost
Miscellaneous - Maintenance Assessment District Set Up	\$6,862	Deposit & Actual Cost
Technology Fee	4% of Encroachment and Plan-Check Fees	
Transportation Permit - Single Trip - <i>State Regulated</i>	state regulated	<i>State Regulated</i>
Transportation Permit - Annual - <i>State Regulated</i>	state regulated	<i>State Regulated</i>
Off/On-Site Improvement Fees		
Plan Check		
<u>\$0-\$100,000 Valuation</u>		
Base Fee	\$2,859	Deposit & Actual Cost
Each \$1,000 or fraction thereof	\$46	
<u>\$100,001-\$1,000,000 Valuation</u>		
First \$100,000	\$7,433	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	\$43	
<u>Over \$1,000,000 Valuation</u>		
First \$1,000,000	\$46,543	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	\$36	
Inspection		
<u>\$0-\$100,000 Valuation</u>		
Base Fee	\$3,430	Deposit & Actual Cost
Each \$1,000 or fraction thereof	\$57	
<u>\$100,001-\$1,000,000 Valuation</u>		
First \$100,000	\$9,148	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	\$56	
<u>Over \$1,000,000 Valuation</u>		
First \$1,000,000	\$59,063	Deposit & Actual Cost
Each additional \$1,000 or fraction thereof	\$53	
FACILITIES FEES		
COMMUNITY CENTER		
Event Packages		
Small Event (8 Hours Min) - South Flex Rooms or 1/3 Hall w/ Kitchen A or B	\$201/\$229	\$1,400 Deposit
Medium Event (8 Hours Min) - 2/3 Hall w/ Kitchen A or B	\$257/\$315	\$2,400 Deposit
Large Event (8 Hours Min) - Full Community Hall w/ Full Kitchen	\$287/\$343	\$2,800 Deposit
Fundraising Large Package (10 Hours Min) - Full Hall, South Flex Rooms, East Flex Rooms, w/ Full Kitchen Use	\$374/\$486	\$5,200 Deposit
Fundraising Small Package (10 Hours Min) - 2/3 Hall, South Flex Rooms, w/ Kitchen A or B	\$222/\$287	\$2,800 Deposit
Room Rentals		

Fee Type	Rate	Footnotes
<u>South Flex Rooms (4 Hour Min)</u>		
Rooms A, B, and C	\$114/\$143	\$800 Deposit
Rooms A or B and C	\$92/\$114	\$600 Deposit
Room B or C	\$69/\$92	\$400 Deposit
<u>North Flex Rooms (2 Hour Min)</u>		
Rooms A and B	\$92/\$114	\$600 Deposit
Room A or B	\$46/\$69	\$350 Deposit
<u>East Flex Rooms (2 Hour Min)</u>		
Rooms A, B, C, and D	\$137/\$172	\$800 Deposit
Room A, B, C, or D	\$40/\$51	\$200 Deposit
Community Senior Center (2 Hour Min) - Center/Lounge/Patio - Available Mon-Fri after 5pm and Weekends	\$131/\$143	\$400 Deposit
<u>Community Hall (8 Hour Min)</u>		
Full Hall	\$251/\$315	\$2,000 Deposit
2/3 Hall	\$172/\$229	\$1,400 Deposit
1/3 Hall	\$143/\$172	\$800 Deposit
<u>Catering Kitchen (2 Hour Min)</u>		
Full Kitchen	\$97/\$131	\$2,000 Deposit
Kitchen A or B	\$81/\$114	\$1,000 Deposit
<u>Pre-Function and Reception Hall (6 Hour Minimum)</u>	\$143/\$160	\$400 Deposit
<u>Catering Fees - Non-Approved Caterer</u>	\$456	\$700 Deposit
<u>Audio Visual</u>		
Use Fee	\$114	
Consultation Fee	\$58	
Projector	\$108	
Microphone/Lavaliere	\$29	
<u>Stage</u>	\$58	
<u>Portable Bar</u>	\$86	
<u>Dance Floor</u>	\$29	
<u>SYLVAN CENTER</u>		
Service Club, Organization, Non-Profit Recurring Meetings	\$86	\$500 Deposit
One-Time Use (8 Hour Max)	\$97	\$500 Deposit