

FISCAL YEAR 2024-25



SERVICE AND FACILITY RENTAL FEES

CITY OF VACAVILLE
650 Merchant Street Vacaville, CA 95688

Introduction

The City of Vacaville provides a wide range of services and rental facilities to the Vacaville community. These services include maintenance and duplication of public records, development-related services such as building permits and planning applications, and many other special services provided through the various City departments. The City also offers many of its facilities for private use on a rental basis. Available facilities include a variety of venues for assembly, banquet, cultural and recreational activities.

The City of Vacaville has established Service and Facility Rental Fees to cover all or part of the cost of providing services and for maintaining the City's rental facilities. The fees were previously updated by the Vacaville City Council on June 25, 2019. At this meeting, a resolution was approved that provides for an annual adjustment to be implemented for a total of four years beginning in 2020, based upon the Bureau of Labor Statistic's Consumer Price Index for all Urban Wage Earners and Clerical Workers (CPI) for the San Francisco Oakland Hayward area. The annual adjustment will reflect the period between May 1 of the preceding year and April 30 of the subject year. On June 27, 2023, Council approved a CPI adjustment of 3.6% be applied for the 2023-2024 fiscal year. Finally, on June 25, 2024, Council approved a CPI adjustment of 4.0% be applied for the 2024-2025 fiscal year.

Questions regarding these services and rental facilities, and the fees that are established to support them, should be addressed to the respective City department that provides the subject service or administers the rental facility. The appropriate department and the related telephone number for each grouping of services and each rental facility are listed for your use. Comments and ideas regarding these services and facilities are always welcome.

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SECTION I. CITY SERVICE FEES

DUPLICATION OF PUBLIC RECORDS

Duplication of public records maintained by the City are available through the City Clerk's Office.

Various City Departments
Contact City Clerk @ 707-449-5110

Service	Rate
Duplication of statements filed pursuant to the Political Reform Act of 1974	\$0.10 per sheet
Duplication of plan sheets, bluelines, or maps	\$3.50 per sheet
Duplication of video or audio tapes of meetings	Actual charge applied to City by contractor
City documents and reports duplicated by the City	\$0.25 per sheet
City documents and reports duplicated by contractor	Actual charge applied to City by contractor

FEE TO BE DETERMINED FOR A SPECIAL SERVICE, EVENT OR UNUSUAL CIRCUMSTANCE

Various City Departments
Contact Respective Department

Service	Rate
Where there is no fee specified for a special service, event, or for unusual circumstances, a fee for the service/facility shall be determined by the Director(s) of the respective department(s) related to the function.	The fee will be based on the full hourly cost recovery for staff involved, facility rental fees, as well as other cost factors, associated with the special service, event or unusual circumstance.

FEE FOR A CITY EMPLOYEE SUBPOENAED AS A WITNESS IN A CASE NOT INVOLVING THE CITY

Various City Departments
Contact Respective Department

Service	Rate
Per the Government Code, the City charges when an employee is subpoenaed as a witness to attend a civil deposition or trial in a case not involving the City.	The Code requires a deposit of \$275 per day of anticipated attendance to reimburse the City for the employee's time preparing, time away from work and travel expenses. The actual amount paid is based on the employee's hourly rate of pay, the number of hours spent in preparation and attendance, and traveling expenses.

DEVELOPMENT SERVICES

1. CONSTRUCTION PERMITS

Field inspection of new construction activity is provided to ensure public safety through compliance with uniform construction codes

**Building Division of the
Community Development Department
@ 707-449-5152**

Building Permits	Rate
Valuation Basis Permits	
\$1 to 500	\$48
\$501 to 2,000	\$48 for first \$500 + \$1.08 for each additional \$100 or fraction to \$2,000
\$2001 to 25,000	\$64.20 for first \$2,000 + \$11.43 for each additional \$1,000 or fraction to \$25,000
\$25,001 to \$50,000	\$327.09 for first \$25,000 + \$8.26 for each additional \$1,000 or fraction to \$50,000
\$50,001 to 100,000	\$533.47 for first \$50,000 + \$5.72 for each additional \$1,000 or fraction to \$100,000
\$100,001 to 500,000	\$819.22 for first \$100,000 + \$4.45 for each additional \$1,000 or fraction to \$500,000
\$500,001 to 1,000,000	\$2,599.64 for first \$500,000 + \$3.81 for each additional \$1,000 or fraction to \$1,000,000
\$1,000,000+	\$4,504.22 for first \$1,000,000 + \$2.54 for each additional \$1,000 or fraction thereof
Certified Access Specialist Fee Senate Bill 1608, the Construction-Related Accessibility Standards Compliance Act requires the City to retain at least one State-certified accessibility specialist with responsibilities related to accessibility standards.	\$260 applied to each building permit for new multifamily, commercial and industrial permits, non-residential repairs and alteration permits (except mechanical, electrical, and plumbing permits) and non-residential tenant improvement permits.
Building Standards Commission Fee Permit Valuation	
\$1-\$25,000	\$1.00
\$25,001 - \$50,000	\$2.00
\$50,001 - \$75,000	\$3.00
\$75,001 - \$100,000	\$4.00
\$100,001 plus	\$4.00 plus for every \$25,000 or fraction thereof above \$100,000 add \$1.00
Flat Rate Fee Basis	
Demolition: Residential	\$109 per unit
Non-Residential	\$209 per building
Other	\$109
Driveway	\$71
Fireplace, Masonry	\$191
Parking Lot Access	\$112
Re-inspection Fee: Residential	\$71 per inspection
Non-Residential	\$83 per inspection
Processing Fee: Mobile/Modular Home on a permanent foundation	\$71 per section – Residential \$80 per section – Non-Residential
Sign Permit: Value \$0 - \$500	\$68
\$501 - \$1,000	\$79
Over \$1,000	\$79 plus \$6.00 for each additional \$1,000
Reactivate Permit	One-half the amount required for a new permit
Pool, Space, Water Heater	\$71 minimum – Residential \$83 minimum – Non-Residential
Solar Panels	\$71 (non-residential charged on a valuation basis)
Inspections outside of normal business hours	\$106 per hour, minimum of 2 hours

General Plan Update Cost Recovery Fee and General Plan Implementation Fee Fees are adjusted January 1 of each year	Cost Recovery And Implementation Fee	
Brighton Landing and Vanden Meadows Infill Focus Areas and Other Incorporated Properties Located within the East of Leisure Town Road and Northwest Growth Areas Unincorporated Properties within the East of Leisure Town and Northwest Growth Areas and Infill Focus Areas General Plan Implementation Fee # For a comprehensive description of the two fees refer to City of Vacaville Resolution NO. 2016-078 adopted on September 13, 2016, and in particular, Exhibits A, B, and C of the Resolution.	\$701 n/a \$0.47 n/a \$701 \$374 \$0.47 \$0.23 \$2,283 9.9%	Per Single Family Unit Per Multi Family Unit Per Commercial Square Foot Per Industrial Square Foot Per Single Family Unit Per Multi Family Unit Per Commercial Square Foot Per Industrial Square Foot per acre annexed surcharge on the building fee charged on each building permit
Strong Motion Instrumentation Program (SMIP)	Rate	
Category 1: Specified Residential Construction (unless over three stories)	\$0.13	per \$1,000 building permit valuation
Category 2: Specified Non-Residential Construction & New Residential Over Three Stories	\$0.28	per \$1,000 building permit valuation
Category 3: Exempt Projects (plumbing, electrical, mechanical & specified miscellaneous building permits)	\$0.00	
Grading Permit and Plan Check Fees	Rate	
Grading Plan Review Fee		
50 cubic yards (c.y.) or less	No fee	
51 to 100 cubic yards	\$22.75	
101 to 1,000 cubic yards	\$34.00	
1,001 to 10,000 cubic yards	\$45.75	
10,001 to 100,000 cubic yards	\$45.75	for first 10,000 c.y. plus \$21.25 for each additional 10,000c.y. or fraction thereof
100,001 to 200,000 cubic yards	\$237.00	for first 100,000 c.y. plus \$12.75 for each additional 10,000c.y. or fraction thereof
200,001 cubic yards or more	\$351.75	for first 200,000 c.y. plus \$6.50 for each additional 10,000 c.y. or fraction thereof
Grading Permit Fee		
50 cubic yards or less	\$22.75	
51 to 100 cubic yards	\$34.00	
101 to 1,000 cubic yards	\$34.00	for first 100 c.y. plus \$15.00 for each additional 100 c.y. or fraction thereof
1,001 to 10,000 cubic yards	\$169.00	for first 1,000 c.y. plus \$12.75 for each additional 1,000 c.y. or fraction thereof
10,001 to 100,000 cubic yards	\$283.75	for first 10,000 c.y. plus \$58.75 for each additional 10,000 c.y. or fraction thereof
100,000 cubic yards or more	\$812.50	for first 100,000 c.y. plus \$32.75 for each additional 10,000 c.y. or fraction thereof

Plumbing Permits		Rate
Residential		
New: Single-Family/Multi-Family/Condominium		\$0.06 per sq. ft.
Addition, Alteration, Etc.		
Bldg. Permit Valuation: \$1 - \$10,000		\$71
\$10,001 - \$20,000		\$85
Over \$20,000		\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
Flat Rate Fees		
Miscellaneous Permits		\$71
Pools and Spas		\$71
Re-inspection Fee		\$71
Restore Gas Service		\$71 per inspection
Water or Sewer Line Replacement		\$71
Water Heater Replacement		\$71
Reactivate Permit		One-half amount required for new permit - \$71 min.
Non-Residential		
New, Addition, Alteration, Etc. –		1.27% of Contract (up to \$250,000) / \$83 min.
Commercial / Industrial / Church / etc.		1.00% of Contract (over \$250,000 to \$1,000,000)
		0.50% of Contract (over \$1,000,000)
Flat Rate Fees		
Miscellaneous Permits		\$83
Propane Tank Installation		\$83
Re-inspection Fee		\$83 per inspection
Restore Gas Service		\$83
Water Heater Replacement		\$83
Reactivate Permit		One-half amount required for new permit - \$83 min.
Inspections Outside of Normal Business Hours		\$106 per hour (minimum 2 hours)
Electrical Permits		Rate
Residential		
New: Single-Family/Multi-Family/Condominium		\$0.06 per sq. ft.
Addition, Alteration, Etc.		
Building Permit Valuation: \$1 - \$10,000		\$71
\$10,001 - \$20,000		\$85
Over \$20,000		\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
Flat Rate Fees		
Change of Electric Service		\$71
Garage Wiring		\$71
Miscellaneous Permits		\$71
Overhead to Underground Service Change		\$71
Pools and Spas		\$71
Re-inspection Fee		\$71 per inspection
Restore Service		\$71
Temporary Power Pole		\$71
Reactivate Permit		One-half amount required for new permit - \$71 min.
Non-Residential		
New, Addition, Alteration, Etc. –		1.27% of Contract (up to \$250,000) / \$83 min.
Commercial / Industrial / Church, etc.		1.00% of Contract (over \$250,000 to \$1,000,000)
		0.50% of Contract (over \$1,000,000)
Flat Rate Fees		
Change of Electric Service		\$83
Miscellaneous Permits		\$83
Overhead to Underground Service Charge		\$83
Re-inspection Fee		\$83 per inspection
Restore Service		\$83
Sign		\$83
Temporary Power Pole		\$83
Reactivate Permit		One-half amount required for new permit - \$83 min.
Inspections Outside of Normal Business Hours		\$106 per hour (minimum 2 hours)

Mechanical Permits	Rate
Residential	
New: Single-Family/Multi-Family/Condominium	\$0.06 per sq. ft.
Addition, Alteration, etc. Building Permit Valuation \$1 - \$10,000	\$71
\$10,001 - \$20,000	\$85
Over \$20,000	\$85 plus \$.55 for ea. additional \$1,000 or fraction thereof
Flat Rate Fees	
Central A/C (add \$61 for elect. service charge)	\$71
Central Heating	\$71
Miscellaneous Permits	\$71
Re-inspection Fee	\$71 per inspection
Wall or Space Heater	\$71
Wood-Burning Stove	\$71
Reactivate Permit	One-half amount required for new permit - \$71 min.
Non-Residential	
New, Addition, Alteration, Etc. – Commercial / Industrial / Church, etc.	1.27% of Contract (up to \$250,000) / \$83 min. 1.00% of Contract (over \$250,000 to \$1,000,000) 0.50% of Contract (over \$1,000,000)
Flat Rate Fees	
Central A/C (add \$72 for elect. service charge)	\$83
Central Heating	\$83
Miscellaneous Permits	\$83
Re-inspection Fee	\$83 per inspection
Wall or Space Heater	\$83
Reactivate Permit	One-half amount required for new permit – \$83 min.
Inspections Outside of Normal Business Hours (Plumbing, Electrical, Mechanical)	\$106 per hour (minimum 2 hours)

2. PLAN CHECK

Plans for new construction are checked to ensure conformance with uniform construction codes and City standards

**Building Division of the
Community Development Department
@ 707-449-5152**

Building Plan Check		Rate
Residential		
New	Single-Family/Modular/Manufactured, etc. Multi-Family or Condominium	75% of Building Permit Fee for first use, \$62 per lot thereafter 75% of Building Permit Fee
Addition, Alteration, etc.	\$2,000 and under valuation Over \$2,000 valuation	No charge 75% of Building Permit Fee
Additional Plan Check Services		\$111 per hour
Non-Residential		
New / Commercial, Industrial, Church, etc.		90% of Building Permit Fee
Addition, Alteration, Signs, Etc.	\$2,000 and under valuation Over \$2,000 valuation	No charge 90% of Building Permit Fee
Additional Plan Check Services		\$111 per hour
Energy Plan Check		Rate
Residential		
New	Custom Single-Family/Manufactured/Modular Tract Single-Family/Manufactured/Modular Condominium or Apartment	\$94 per unit \$50 per unit \$43 per unit
Addition		\$61
Non-Residential		
New/Addition Commercial, Industrial, Church, etc.		\$0.06 per sq. ft. of Conditioned Space
Plumbing, Electrical, Mechanical Plan Check		Rate
Residential and Non-Residential		
New, Addition, Alteration, Etc. (any work requiring a plan review or product research)		
	Plumbing Plan Check Fee	65% of Plumbing Permit Fee
	Electrical Plan Check Fee	25% of Electrical Permit Fee
	Mechanical Plan Check Fee	25% of Mechanical Permit Fee
Landscape Plan Check		Rate
Residential		
New: Single-Family/Manufactured/Modular		\$209 per dwelling
Non-Residential and Multi-Family		
New/Addition		
	Up to 25,000 sq. ft.	\$0.16 per sq. ft.
	25,001 – 62,500 sq. ft.	\$0.13 per sq. ft.
	62,501 sq. ft. and up	\$0.10 per sq. ft.
Fire Code Plan Check		Rate
Residential and Non-Residential		15% of Building Permit fee
Miscellaneous		Rate
Building Permit Fee Estimate & Document		\$319
Permit Intake/Records Maintenance Fee (Building) (minor)		\$95
Permit Intake/Records Maintenance Fee (Building) (major)		\$191
Scanning Large Format Plans (Building/Planning)		\$3.00 per page
Temporary Certificate of Occupancy (Building)		\$755