



Adopted City User Fee Schedule FY 2024-2025

Fee Name	Units	FY 24-25 Adopted Fees
SECTION 1 - GENERAL CITY-WIDE FEES		
1 Photocopy of Documents (excluding police reports)- First Page	each	\$0.60
2 Photocopy of Documents (excluding police reports) - additional copies	each	\$0.10
3 Budget document (paper)	each	actual cost
4 Budget document (CD version)	each	\$6.00
5 Budget document (flash drive)	each	\$6.00
6 Financial statement (CAFR)	each	actual cost
7 mailing charge	each	actual cost
8 CD version	each	actual cost
9 City attorney legal services (estimated deposit required)	each	actual cost
10 City Council Chambers Rental - Downey Organizations	M-F 8am-5pm	\$68
11 City Council Chambers Rental - Other Organizations	M-F 8am-5pm	\$148
12 City Council Chambers Rental - Commercial	not available	
13 City Council Chambers Rental - Audio/Visual System	each	direct IT cost
Rental of Public Facility for Filming (Absent Specific Rental Agreement):		
14 Open Spaces	daily per acre	\$1,219
15 Public Right-of-Way	daily per acre	\$3,656
16 Buildings	daily per acre	\$3,656
17 City Street/parking lot	per vehicle per day	\$10
18 Credit/Debit Card Transaction Fee	per customer per transaction	2.5 % of amount charged
19 Metered Parking Credit/Debit Card Transaction Fee	per customer per transaction	\$-
SECTION 2 - FINANCE		
1 Motion picture/film permit (estimated deposit required) (deposit determined by staff with charges at the fully allocated hourly rate for all personnel involved plus any outside costs)	each	Deposit Determined by staff + actual cost
2 Annual bingo license	each	\$61
3 collection returned check	each	\$29
4 customer service record search (2 hour minimum, partial hour billed as hourly rate)	per request	\$-
5 Estate Sale/Residential Yard Sale	each permit	\$10
6 business registration application	one-time fee	\$20
7 business registration renewal	each	\$16
8 Accessibility Compliance Fund Fee, Set by Division of the State Architect (DSA)	Per License	\$4
SECTION 3 - CITY CLERK		
1 Copies of documents filed under Political Reform Act (CPRA) - First Page	each	\$0.60
2 Copies of documents filed under Political Reform Act (CPRA)- Additional Pages	each	\$0.10
3 Copies of documents filed under Political Reform Act (CPRA) - more than 5 years old	per document	\$5
4 municipal code - all sections	each set	actual cost
5 municipal code - annual revisions	subscription	actual cost
6 zoning code	each	actual cost
7 compact disc	each	\$ 6
8 flash drives	each	\$ 6
9 contractor debarment appeal	each	actual cost
10 certification of document	each	\$5
11 Life Certification	each	\$25
12 city charter - book	each	actual cost

	Fee Name	Units	FY 24-25 Adopted Fees
13	Subpoena – Standard - Evidence Code 1563(B)(6)	each	\$15 + actual costs
14	Subpoena – Fees for Documents - Evidence Code 1563(b)	each	\$15 + reasonable costs
15	Subpoena – Search fee – Certification of no records	each	\$15
16	Subpoena Witness Fee - Gov. Code 68096.1(b)	per day	\$275
17	Election Candidate Processing	each	\$25
18	Local Initiative Processing	each	\$200
SECTION 4 - FIRE			
MOTION PICTURE / FILM PERMITS			
1	Application	per permit	\$230 plus actual cost
2	Special Effects	per permit	\$320 Plus Actual Cost
3	Film Permit Drone Fee	per permit	\$430
4	Fire (Film) Safety Officer (FSO)	per hour	actual cost
5	Apparatus Stand-by	per hour	actual cost
GENERAL FEES			
6	Incident Report - First Page (limited by the Public Records Act.)	per page	\$0.60
7	Incident Report - Additional pages	per page	\$0.10
8	Fire Investigation Report Hard Copy- First page (limited by the Public Records Act.)	per page	\$0.60
9	Fire Investigation Report Hard - Additional pages	per page	\$0.10
10	Fire Investigation Report Electronic Copy (limited by the Public Records Act.)	per device	\$6
EMERGENCY MEDICAL TRANSPORTATION			
11	Annual Emergency Medical Transportation Subscription	per household	\$65
12	Assessment No Transport	Per Transport	\$300
13	Emergency Medical Transportation	Per Transport	LA County Rate
FIRE PREVENTION FEES			
Plan Check Fees			
14	Plan Check (includes the second check)	per hour	\$335
15	Re-submission of plans (third check)	per hour	\$335
16	Pre-Submission Plan Check (Prior to Bldg. Fee Issuance)	per hour	\$335
17	Fire Department Plan Check (no Bldg. Fee Issued)	per hour	\$335
18	Special Requested Fire Flow Test	per test	\$335
19	Standby Service (4 hour minimum)	per hour	actual cost
20	Inspection Charge	per hour	actual cost
21	Inspection Charges - After Hours, Weekends, and Holidays (4 hr. Minimum)	per hour	actual cost
FIRE INSPECTION/ PERMIT FEES			
22	Fire Watch	Per permit	\$335
23	Open Burn Permit	per permit	\$145
24	Fire Sprinkler System (Residential Only)	per inspection	\$430
Fire Sprinkler System (Commercial Only)			
25	0-49 Heads	per inspection	\$430
26	50-100 Heads	per inspection	\$620
27	101-299 Heads	per inspection	\$811
28	300-399 Heads	per inspection	\$1,002
29	400-499 Heads	per inspection	\$1,195
30	500+ heads: Charge per additional 100 heads	per inspection	\$190
31	Fire Sprinkler Modification / Standpipe	per inspection	\$320
32	LPG Tank / System Installation	per inspection	\$320
33	Paint Spray Booth (Exclusive of Fire Protection)	per inspection	\$320
34	Dust Collection Systems	per inspection	\$320
35	Modification Vapor Recovery Stem or Flammable Liquid Tank	per inspection	\$320

Fee Name	Units	FY 24-25 Adopted Fees
SPECIAL EVENTS FEES		
36 Special Events	per event	\$240
37 Fireworks Stands	per stand	\$488
38 Public Display of Fireworks (4 Hr. Hr)	per display	\$505
39 Christmas Tree Lots	per location	\$240
40 Carnival/Circus	per location	\$240
41 Pumpkin Patch	Per Location	\$240
42 Security Systems (Gates, Doors, & Access)	per location	\$240
43 High Rise Inspection Fee	per Inspection	\$50
44 High Rise Inspection Hourly Rate	per hour	\$190
45 Fire Services Underground Inspection Fee	per hour	\$190
46 Requested Pre-Occupancy Clearance - Non-Residential	per inspection	\$240
47 Code Compliance permit Investigation	per hour	actual cost
48 Fire Clearance Inspection Letters (Not State related)	per inspection	\$240
49 5-Year Witness Inspection	per inspection	\$480
50 Business License Inspection	per inspection	\$ 190
51 Business License Inspection No Show	per inspection	\$190
CALIFORNIA FIRE CODE OPERATIONAL PERMITS		
Flammable / Combustible Liquid Tank		
52 Tank Installation (Above or Below Ground) - 1st Tank	per inspection	\$645
53 each Additional Tank	per inspection	\$270
54 Tank Removal - 1st Tank	per inspection	\$645
55 each Additional Tank	per inspection	\$365
56 Flammable / Combustible Liquid Room	per inspection	\$645
57 Hazardous Materials	per inspection	\$545
58 High-Piled Storage	per inspection	\$430
59 Hot Work Operations	per inspection	\$430
60 LP-Gas	per inspection	\$410
61 Repair Garages & Motor Fuel Dispensing Facilities	per inspection	\$ 410
Tents & Air Supported Structures		
62 200-1,000 sq. ft.	per inspection	\$320
63 >1,000 sq. ft.	per inspection	\$410
CALIFORNIA FIRE CODE CONSTRUCTION PERMITS		
64 Automatic Fire Extinguishing Systems	per inspection	\$430
65 Battery System	per inspection	\$ 410
66 Compressed Gases	per inspection	\$ 410
67 Cryogenic Fluids	per inspection	\$ 410
68 Fire Alarm & Detection Systems & Related Equipment	per inspection	\$ 620
Fire Alarm System (Commercial Only)		
69 < 40 Devices	per inspection	\$620
70 40 - 79 Devices	per inspection	\$715
71 > 80 Devices	per inspection	\$905
72 Minor Fire Alarm Modification	per inspection	\$335
73 Fire Pumps & Related Equipment	per inspection	\$335
74 Standpipe Systems	per inspection	\$335
PRE-OCCUPANCY CLEARANCE INSPECTIONS		
75 < 100 Residents	per inspection	\$430
76 100 + Residents	per inspection	\$620
77 Hospitals	per inspection	\$810
78 Nursery Schools & Day Care Centers	per inspection	\$335
79 Large Family Day Care	per inspection	\$290
80 Private Schools	per inspection	\$335
81 Clinics / Medical Offices	per inspection	\$335

Fee Name	Units	FY 24-25 Adopted Fees
FALSE FIRE ALARMS & FINES		
82 False Alarm - Residential - 4th / 5th / 6th	per alarm	\$375
83 False Alarm - Residential - 7th and above	per alarm	\$755
84 False Alarm - Commercial - 3rd Occurrence	per alarm	\$755
85 Malicious False Alarms - each	per alarm	actual cost
SITE INSPECTION FEES		
86 Re-inspection of Construction Site - Per Reinspection	per inspection	\$ 50
87 Re-inspection of Construction Site - hourly	per hour	\$190
88 Contractor "No Show" w/out Cancellation	per inspection	\$240
89 Re-inspection of Code Violation	per reinspection	\$240
90 New Gas Detection System Fire Inspection	per inspection	\$230
HAZARDOUS MATERIALS FEES		
91 Hazardous Materials mitigation - incident	per incident	actual cost
92 Installation of Gas Detection System Inspection	per incident	\$231
HAZARDOUS MATERIALS - ANNUAL DISCLOSURE (BILLED & COLLECTED BY LACDPH)		
# of Disclosures (Includes 4 hrs of inspection time)		
93 1-2 Disclosures	per inspection	\$370
94 3-4 Disclosures	per inspection	\$460
95 5-8 Disclosures	per inspection	\$735
96 9-12 Disclosures	per inspection	\$1,005
97 13 + Disclosures	per inspection	\$1,280
98 CALARP Program Fee	per program	\$1,005
99 > 4 Hours Inspection Time - Hourly	per hour	\$181
100 CERS Administration	per inspection site	\$50
SECTION 5 - PLANNING		
AERIAL PHOTOS & GIS MAPS		
1 8 1/2" x 11"	per map	\$15
2 11" x 17"	per map	\$25
3 11" x 17" - additional copy	per map	\$10
4 Larger than 11" x 17"	per map	\$52
5 Larger than 11" x 17" - additional copy	per map	\$17
6 24" x 36"	per map	remove
PERMITS		
7 Commercial Sidewalk Sale	each permit	\$184
8 Christmas Tree Lots	each permit	\$184
9 Pumpkin Patch	each permit	\$184
10 Fireworks Stand	each permit	\$90
11 Planning Sign Permit- Other	each permit	\$160
12 Sign permit (Face Change Only)	each permit	\$160
13 Temporary Sign	each permit	\$153
14 Laser/Search Light (\$200.00 max)	each permit	\$ 160
DISCRETIONARY ACTIONS		
Special Event permits		
15 Special Event Permit- Admin (Non-Profit, 501(c)3)	Per Application	\$234
16 Special Event Permit- Admin (Other)	Per Application	\$586
17 Special Event Permit- Admin (Planning Commission - Other)	Per Application	\$1,226
18 Special Event Permit-Admin: (Planning Commission - Non-Profit)	Per Application	\$234
19 Pre-Application Review (50% of fee credited to planning application if submitted within six months)	Per Application	\$5,825
20 General Plan - Amendment	Per Application	\$11,025
21 Specific Plan Application (\$20,000 deposit)	Per Application	actual cost
22 Specific Plan - Amendment	Per Application	\$ 11,025
23 Zone Change Code Amendment	Per Application	\$11,025
24 GPA/Code Amendment Initiation Request	Per Application	\$1,838

	Fee Name	Units	FY 24-25 Adopted Fees
25	Variance (R-1 Zone Only)	Per Application	\$2,450
26	Variance	Per Application	\$7,840
27	Conditional Use permit	Per Application	\$7,350
28	Site Plan Review	Per Application	\$7,350
29	Minor Site Plan Review	Per Application	\$1,226
30	Minor C.U.P.	Per Application	\$1,226
31	Planned Unit Development	Per Application	\$10,000
32	Planned Sign Program	Per Application	\$2,452
33	Temporary Use of Land permit	Per Application	\$920
34	Development Agreement (\$20,000 deposit)	Per Application	actual cost
35	Adult Use permit (Minimum Deposit \$10,000)	Per Application	actual cost (Minimum Deposit \$10,000)
Subdivisions			
36	Parcel Map Application	Per Application	\$7,350
37	Tract Map application	Per Application	\$9,189
38	Lot Merger	Per Application	\$2,450
39	Lot Line Adjustment Application, and Certificate of Compliance	Per Application	\$2,450
Architectural Review:			
40	Architectural Review Fee- SF Residential	Per application	\$ 250
41	Architectural Review Fee- MF Residential	Per application	\$ 1,500
42	Architectural Review Fee- Non-Residential	Per application	\$ 3,000
43	Architectural Review Fee- Peer Review	Per application	Direct Cost + 10% Admin Admin
ENVIRONMENTAL ASSESSMENT			
44	Negative Declaration	application	\$4,164
45	Mitigated Negative Declaration	each	Direct Cost + 10% Admin + filing fees
46	Environmental Impact Report	each	Direct Cost + 10% Admin Admin + filing fees
47	County Recording Fee	per fee	Direct Cost
48	Fish and Game Fee	per fee	Direct Cost
OTHER			
49	Miscellaneous Administration Action	application	\$1,226
50	Miscellaneous Planning Action	application	\$1,226
51	Time Extension	application	\$4,013
52	Landscape/Irrigation Plan Review	application	\$638
53	Revision to Previously Approved Application	application	1/2 Original Fee
54	Appeal of Application - Planning Commission	Request	1/2 Original Fee
55	Appeal of Application - City Council	Request	1/2 Original Fee
56	Code Interpretation	application	\$1,226
57	Real-Estate/Zoning Conformance Letter	application	\$736
58	Radius Map with List of Property Owners	application	\$-
59	Handling & Postage Fee on Refunded Applications		10% of Application Fee
60	Semi-Annual Downtown Parking Waiver		\$115
61	Other Action not Listed	application	Direct Cost + 10% Admin Admin

Fee Name		Units	FY 24-25 Adopted Fees
SECTION 6 - BUILDING & SAFETY			
BUILDING PERMITS			
1	Board of Building Appeals	per appeal	\$1,524.90
2	Project Valuation	\$0 to \$500	\$52.90
3		\$500.01 to \$2,000	\$48.90 + \$7.07 per \$100 or valuation >500
4		\$2,000.01 to \$25,000	\$155.03 + \$25.69 per \$1,000 of valuation > \$2,000
5		\$25,000.01 to \$50,000	\$745.90+ \$23.70 per \$1,000 of valuation > \$25,000
6		\$50,000.01 to \$100,000	\$1,338.40 + \$13.93 per \$1,000 of valuation > \$50,000
7		\$100,000.01 to \$500,000	\$2,034.90 + \$9.69 per \$1,000 of valuation > \$100,000
8		\$500,000.01 to \$1,000,000	\$5,910.90 + \$8.68 per \$1,000 of valuation > \$500,000
9		\$1,000,000.01 to \$5,000,000	\$10,250.90 + \$4.12 per \$1,000 of valuation > \$1,000,000
10		\$5,000,000.01 to \$10,000,000	\$26,730.90.10+ \$4.12 per \$1,000 of valuation > \$5,000,000
11		\$10,000,000.01 to \$20,000,000	\$47,330.90 + \$4.12 per \$1,000 of valuation > \$10,000,000
12		\$20,000,000.01 and Over	\$88,530.90 + \$4.12 per \$1,000 of valuation > \$20,000,000
13	General Plan Revision	each	.2% of Building Valuation
14	Records Management	each	.2% of Building Valuation
15	Strong Motion (SMIP) -State Quake Tax Commercial	each	0.028% of Building Valuation
16	Strong Motion (SMIP) - State Quake Tax Residential	each	0.013% of Building Valuation
BUILDING STANDARDS ADMINISTRATION SPECIAL REVOLVING FUND - ACTUAL COST SET BY STATE			
17	permit valuation \$1 to \$25,000	each	\$1.00
18	permit valuation \$25,001 to \$50,000	each	\$2.00
19	permit valuation \$50,001 to \$75,000	each	\$3.00
20	permit valuation \$75,001 to \$100,000	each	\$4.00
21	permit valuation Every \$25,000 or fraction thereof above \$100,000	each	\$1.00
22	Building Plan Check (includes 2 rechecks)	each	85% of permit Fee
23	Building Plan check (3rd recheck & beyond) per hour	each	\$196.65
24	Energy Conservation Plan Check	each	11% of Plan Check Fee
25	Disabled Access Plan Check	each	11% of Plan Check Fee
PHOTOVOLTAIC ENERGY SYSTEM			
26	Permit Issuance	each	\$ 34.50

	Fee Name	Units	FY 24-25 Adopted Fees
GRADING PERMITS			
27	Grading permit issuance		\$56.35
Permit Fee			
28	1 to 1,000 Cubic Yards		\$221.26 plus \$106.67 per 100 c.y.
29	1,001 to 100,000 Cubic Yards		\$1,288 plus \$60.97 per 100 c.y. > 1,000 c.y.
30	Greater than 100,001 Cubic Yards		\$7,324.68 plus \$147.72 per 100 c.y.>1,000 c.y.
Note: The Plan Check fee shall be 80% of the permit Fee			
Electrical permit Fees			
31	Electrical permit issuance		\$56.35
32	Records Management Fee (\$1.00 Minimum)		3% of Total permit Fee
33	New Residential - Dwelling	per square foot	\$0.23
34	New Residential - Garage	per square foot	\$0.21
Branch Circuits			
Branch Circuit fees apply to new branch circuit wiring for lighting fixtures, switches, outlets, and receptacles which are supplied by the new branch circuits			
35	For 15 to 20 Amp / 1 to 120 volts (each 1-10 circuits)		\$23.00
36	For 15 to 20 Amp / 1 to 120 volts (each 11-40 circuits)		\$20.70
37	For 15 to 20 Amp / 1 to 120 volts (each 41 and above)		\$19.55
38	For 15 to 20 Amp / Greater than 120 Volts		\$41.40
Photovoltaic Systems			
Residential:			
39	Systems that are 15kW and under (permit Fee)		\$322.00
40	Systems that are 15kW and under (Plan Check Fee)		\$149.50
41	Systems that are 15kW and over (permit Fee)	per kW	\$11.50
42	Systems that are 15kW and over (Plan Check Fee)	per kW	\$5.75
Commercial:			
43	Systems that are 50kW and under (permit Fee)		\$736.00
44	Systems that are 50kW and under (Plan Check Fee)		\$368.00
45	Systems that are 51kW to 250kW (permit Fee)		\$5.18
46	Systems that are 51kW to 250kW (Plan Check Fee)		\$2.88
47	Systems that are greater than 250kW (permit Fee)		\$4.03
48	Systems that are greater than 250kW (Plan Check Fee)		\$1.73
49	Residential Swimming Pool		\$120.75
50	Pre-Fabricated Spas, Hot Tubs, and Saunas		\$47.15
51	Generators and Rides		\$58.65
52	Booth Lighting & Displays with Lights		\$27.60
53	Temporary Service Pole		\$64.40
54	Temporary Distribution System (For lighting, construction sites, sales booths)		\$32.20
55	Receptacles, switches, lighting, sockets, and other similar fixtures (1-20 fixtures)		\$3.45
56	Receptacles, switches, lighting, sockets, and other similar fixtures (over 20 fixtures)		\$2.30
57	Pole or Platform Mounted Fixtures		\$3.45
58	Theatrical Type Lighting Fixtures		\$3.45
59	Residential Appliance (3 HP or less) (ovens, cooking ranges, air conditioners, heaters, food waste grinders, dish washers, washing machines, water heaters, clothes dryers, similar appliance)		\$23.00
60	Non-Residential Appliance (3 HP or less) (medical appliances, food containers, vending machines, laundry machines, similar appliance)		\$23.00

	Fee Name	Units	FY 24-25 Adopted Fees
61	Appliance (1-10 HP)		\$28.75
62	Appliance (11-50 HP)		\$69.00
63	Appliance (51-100 HP)		\$128.80
64	Appliance (over 100 HP)		\$212.75
	Note: Appliances with more than one motor: the sum of the combined ratings may be used		
65	Trolley and Plug-in Type Bus Ways		\$40.25
66	Sign/Marquees		\$59.80
	600 Volt Switchboards, Control Centers, and Panels		
67	0 to 200 Amps		\$85.10
68	210 to 1,000 amps		\$112.70
69	Greater than 1,000 Amps		\$242.65
70	Misc. Electrical Systems		\$96.60
	Conduits & Conductors		
71	Laboratory Test Report Review (each 1 to 10 Items)		\$377.20
72	Laboratory Test Report Review (each 11 to 20 Items)		\$754.40
73	Laboratory Test Report Review (each greater than 20 Items)		\$1,355.85
74	Electrical Plan Check (includes 2 rechecks)		50% of permit Fee (\$103.50 Minimum)
75	Electrical Plan Check (3rd recheck & beyond) per hour	per hour	\$213.90
76	Energy Conservation Plan Check (no building permit) - per 1,000 square feet	per 1,000 square feet	\$20.49 (Minimum \$69.92)
77	Minimum Electrical Permit Fee	per permit	\$120.75
	MECHANICAL PERMIT FEES		
78	Permit issuance		\$56.35
	Note: Systems, one horsepower is equal to one ton or 12,000 BTU's. For steam boilers, one horsepower is equal to 50,000 BTU's		
79	Records Management Fee (\$1.00 Minimum)		3% of Total permit Fee
	HVAC Unit		
80	0 to 100,000 BTU		\$101.34
81	100,001 to 1,000,000 BTU		\$169.25
82	Greater than 1,000,000 BTU		\$254.41
83	Returns & Supplies (Duct work)		\$17.25
84	Air Handling Unit for HVAC, 2,000 CFM (1 to 10 units)		\$19.40
85	Air Handling Unit for HVAC, 2,000 CFM (11 and above)		\$5.39
86	2,001 to 10,000 CFM		\$58.21
87	Greater than 10,000 CFM		\$97.03
	Note: Air handling units will not apply to units which are part of a factory assembled air conditioning appliance for which a permit fee is required elsewhere.		
88	Non-potable Evaporative Coolers		\$32.34
89	Ventilation Fans Serving a Single Register (1 to 10 fans)		\$23.71
90	Ventilation fans Serving a Single Register (11 and above)		\$8.63
91	Ventilation system not part of a HVAC		\$50.67
92	Commercial Kitchen Hoods, Spray Booths, Similar		\$97.03
93	Fire Damper		\$16.17
94	Alteration of Existing Duct System		\$42.04
95	Mechanical Plan Check (includes 2 rechecks)		50% of permit Fee (\$103.50 Minimum)
96	Mechanical Plan check (3rd recheck & above)		\$196.78
	Note: Plan check fee required for eleven or more identical appliances of 100,000 BTU's or less, installed in a single building is equal to 5% of the permit fee. When identical mechanical design is evident in multi-building projects, the Building Official		
97	(i) Commercial Type I or II Hood System		\$225.31
98	(ii) Garage Ventilation System		\$225.31
99	(iii) Stairs Pressurization System		\$225.31
100	(iv) Product Conveying System		\$225.31

	Fee Name	Units	FY 24-25 Adopted Fees
101	Energy Conservation Plan Check (per 1,000 square feet)		\$20.49 (Minimum \$69.92)
102	Minimum Mechanical Permit Fee	per permit	\$121.28
PLUMBING PERMITS			
104	Permit Issuance	per permit	\$55.11
105	Records Management Fee (\$1.00 Minimum)		3% of Total permit Fee
106	Plumbing Fixture (including vent, water piping, backflow prevention devices, vacuum breaker, hose bibs, pressure regulators, and rood drains)	per permit	\$24.81
107	Future Stacks or Branches	per permit	\$12.94
108	Non-kitchen, Industrial Interceptor	per permit	\$47.44
109	Drainage/Sewer Backwater Valve	per permit	\$70.07
110	Swimming Pool, Saunas, Jacuzzis and Spas including Backwash Disposal/P-Trap	per permit	\$130.44
111	Gas Piping Outlet - Commercial	per permit	\$100.26
112	Gas Piping Outlet - Residential	per permit	\$24.81
113	Gas Shutoff Valve	per permit	\$87.32
114	Water Heater and Vent	per permit	\$58.21
115	Combination Waste and Vent System	per permit	\$251.17
116	Water Testing Equipment	per permit	\$24.81
117	Minimum Plumbing Permit Fee	per permit	\$121.28
Potable Water Line			
118	Up to 1 1/2 Inch		\$28.03
119	2 Inch to 3 Inch		\$75.46
120	Greater than 3 Inch		\$162.78
121	Backflow Prevention Device on Unprotected Water Supplies (Pools, Tanks, Vats, Similar, including Incidental Water Piping and Trap Primer)		\$28.03
122	Sewer Connection (Including to additional buildings, house sewer o private system, future usage, cesspool, septic tank and drywell)		\$70.07
123	Residential On-Site Sewer Manhole		\$154.16
124	Grey Water / Rainwater Irrigations Systems (Includes storage tanks, chemical waste and disposal)		\$143.37
125	Disconnection / Sewer Cap		\$64.68
126	Plumbing Plan Check (includes 2 rechecks)		50% of permit Fee (\$138.00 Minimum)
127	Plumbing Plan Check (3rd recheck & above)		\$213.50
128	Energy Conservation Plan Check (per 1,000 square feet)		\$20.49 (Minimum \$69.92)
129	Copy of Building permit - 1st page of specific address		\$0.81
130	Copy of Building permit - Additional same address		\$0.14
131	Digital Archival of Documents - Smaller than legal size		Direct Cost + 10% Admin Admin
132	Digital Archival of Documents - Larger than legal size		Direct Cost + 10% Admin Admin
133	Digital Copy of Building Plans		Direct cost + 10%
134	Temporary Certificate of Occupancy (Valid for 30 Days)		\$943.25
135	Work Started Without permit		Double permit Fee Only
136	Re- Inspection (Minimum Charge 1/2 Hour)	per hour	\$203.60
137	Special Inspections or Inspections Outside Normal Business Hours (3 Hour Minimum)	per hour	\$203.60
138	Additional Plan Review Requested by Applicant Initiated Changes	per hour	\$213.97
Occupancy Use Inspection Except Groups R & U			
139	1 to 5,000 square feet		\$803.11
140	5,001 to 10,000 square feet		\$966.16
141	10,001 to 100,000 square feet		\$1,606.23
142	Greater than 100,000 square feet		\$2,436.30

Fee Name	Units	FY 24-25 Adopted Fees
143 Duplicate Building Construction Record		\$113.19
144 permit or Plan Review Extension Request		\$113.19
145 Preliminary Conceptual Plan Review for Code		\$161.70
146 Use of Consultants for Plan Check & Inspections		actual cost + 10% Administrative Fee
147 Special Deputy Inspector Registration		\$113.19
148 Inspection Services for which no fee is otherwise specified (Min. 1/2 hour)	per hour	\$200.91
149 Permit Processing Services for which no fee is otherwise specified (Min. 1/2 hour)	per hour	\$199.16
150 Assignment of House Numbers or Change of Address		\$113.72
151 Investigation of Alternative Materials and/or Methods		\$225.31
152 Transfer of permit		\$451.69
SECTION 7 - CODE ENFORCEMENT		
1 Re-Inspection after citation	Request	\$67
2 Abandoned/Vacant Property Registration Program Application	Property	\$210
3 Abandoned/Vacant Property Registration Program Annual Monitoring	Property	\$3,250
4 Substandard / Unsafe Property Declaration	Property	actual cost
5 Illegal Right of Way Sign Posting	each	\$35
SECTION 8 - HOUSING		
1 Subordination Letter	each	\$370
SECTION 9 - POLICE DEPARTMENT		
1 Alarm Permit Application (New or Renew) - Residential	Per Application	\$28
2 Alarm Permit Application (New or Renew) - Non-Residential	Per Application	\$37
3 Reinstate Suspended Residential Permit	Per Application	\$50
4 Reinstate Suspended Non-Residential Permit	Per Application	\$170
5 Reinstate Revoked Permit (In addition to Application Fee)	Per Application	\$115
6 Massage Establishment permit	Per application	\$1,145
7 Massage Technician permit	Per application	\$375
8 Renewal Massage Establishment and / or Technician permit	Per Permit	\$170
9 Entertainment Establishment permit	Per application	\$605
10 Renewal Entertainment Establishment	Per Permit	\$170
11 Fortune Tellers - New	Per application	\$375
12 Fortune Tellers - Renewal	Per Permit	\$170
13 Solicitors (Door to Door)	Per Permit	\$110
14 All Other Police Permits	Per Permit	\$375
15 All Other Police Permits Renewals	Per Permit	\$145
16 Appeals for Police permit Revocations (\$1,000 deposit + actual cost)	Per Permit	actual cost
17 Street Vendor Operator	Per Permit	\$780
18 Street Vendor Employee	Per Permit	\$375
19 Street Vendor - Appeal - (\$1,000 Deposit) (C.D.O.J fee + fee)	Per appeal	actual cost
20 Taxi Cab Vehicles for Hire - Owner's permit (Deposit + actual cost)	Per application	\$930
21 Taxi Cab Driver's permit (Deposit + actual cost)	Per application	\$405
22 Video Game permit (per machine)	Per application	\$-
23 Fingerprint Fee – Ink	Per Card	\$20 per card + Fees (DOJ)
24 Finger Print Fee - Live Scan		\$25 + Fees (DOJ, FBI, etc.)

	Fee Name	Units	FY 24-25 Adopted Fees
25	Police Photo / Video / Audio Processing fee	Per device	\$10.00
26	Shipping and Handling	Per Each	\$4 minimum or actual cost
27	General Police Reports - First Page	Per Page	\$0.60
28	each additional Page	Per Page	\$0.10
29	Incident Report - First Page	Per Page	\$0.60
30	Incident Report - Additional pages	Per Page	\$0.10
31	Emergency Response for DUI Incident (actual cost)	Per Each	actual cost
32	Release of Impounded Vehicles (Other than DUI)		\$275
33	Release of Impounded Vehicles (DUI Related)		\$275
34	Vehicle inspection/sign-off of correctable citation (fix-it ticket)		\$33
35	Correctable citation (fix-it ticket) administrative fee	Per Each	\$ -
36	RV Parking Permit Issuance	Per Each	\$ -
37	Request to Review Criminal History	Per Each	\$17
38	Police Services at Special Events, Carnivals, etc. (Deposit + actual cost)		actual cost
39	County Jail & Booking Fees (actual cost)		actual cost
40	Second Response for Noise / Disturbance Complaints (actual cost)		actual cost
41	Concealed Weapon Permitting Fees - Background Investigation	Per Permit	\$398
42	Concealed Weapon Permitting Fees - Background Investigation - Renewal	Per Permit	\$348
43	Concealed Weapon Permitting Fees - Background Investigation - Amended Application	Per Permit	\$10
44	Concealed Weapon Permitting Fees - Initial Application	Per Permit	\$100
45	Concealed Weapon Permitting Fees - Application Renewal	Per Permit	\$25
46	Concealed Weapon Permitting Fees - Livescan	Per Permit	\$25 or actual cost
47	Concealed Weapon Permitting Fees - DOJ Required Fee	Per Permit	\$93
48	Concealed Weapon Permitting Fees - DOJ Required Fee - Renewal	Per Permit	\$52
49	Concealed Weapon Permitting Fees - Psychological Examination	Per Permit	\$400
50	Concealed Weapon Permitting Fees - Safety & Weapons Training Course	Per Permit	\$175
51	Concealed Weapon Permitting Fees - Safety & Weapons Training Course - Renewal	Per Permit	\$150
52	Firearm Storage per Family Code 6389 (e) (1st Firearm)	Per Item	\$170
53	each additional	Per Item	\$150
Civil and Administrative Subpoenas			
54	Subpoena for Audio / Video Reproduction	Set By Courts	\$49
55	Subpoena - Standard - Evidence Code 1563(B)(6)	Set By Courts	\$15.00 + actual costs
56	Subpoena - Fees for Documents - Evidence Code 1563(b)	Set By Courts	\$15.00 + actual costs
57	Subpoena Sworn Witness Fee - Gov. Code 68096.1(b)	Set by Statute	\$275.00
58	Subpoena Non-Sworn Witness Fee - Gov. Code 68096.1(b)	Set By Statute	\$275.00
SECTION 10 - PUBLIC WORKS - ENGINEERING			
PERMIT ISSURANCE FEES			
1	Encroachment	per location	\$280
2	Excavations	per location	\$65
3	Construction & Demolition Permit (Fee plus a refundable deposit equal to 3% of estimated project cost)	per permit	\$90
4	Haul Route Review	Per Review	\$180
5	Extra legal loads	Daily permit	\$16

	Fee Name	Units	FY 24-25 Adopted Fees
	Sidewalk Vending		
6	permit Application - New	per application	\$505
7	permit Application- Renewal	Per permit	\$415
	Publication Vending Machines (Public Right-of-Way)		
8	permit Application	per machine	\$415
9	Annual Renewal	per machine	\$325
10	Impound	per machine	\$415
	PLAN CHECK FEES (Includes 2 Re-submittals for Corrections)		
	Commercial / Multi-Family Residential (over 4 units)		
11	Commercial Plan Check - Submittal Fee	per submittal	\$55
12	Commercial Plan Check - Cost Per Sheet (all sizes)	per sheet	\$355
	Residential		
13	Residential Plan Check - Submittal Fee	per submittal	\$55
14	Residential Plan Check - Cost Per Sheet (all sizes)	per sheet	\$180
15	Additional Re-submittals for Corrections- Submittal Fee	per submittal	\$55
16	Additional Re-submittals for Corrections - Cost Per Sheet (all sizes)	per sheet	\$90
17	Record Drawing Scanning Fee - (see Reproductions)	per sheet	actual cost
18	Subdivision Map Check - \$2,500 min. required deposit	each	actual cost
	INSPECTION FEES		
	Driveway Approach		
19	Residential (less or equal to 18 lineal feet)	each	\$505
20	Residential (greater than 18 lineal feet)	each	\$590
21	Commercial / Multi-Family (less than 30 lineal feet)	each	\$590
22	Commercial / Multi-Family (greater than 30 lineal feet)	each	\$725
23	ADA Access Ramp	each	\$590
	Curb & Gutter		
24	< 50 Lineal Feet		\$325
25	50+ Lineal Feet	per lineal foot	\$5
	Curb Only		
26	< 50 Lineal Feet		\$235
27	50+ Lineal Feet	per lineal foot	\$3
	Sidewalk		
28	< 200 Square Feet		\$460
29	Over 200 Square Feet	per square foot	\$2
30	All other miscellaneous inspections	per hour	actual cost
31	Re-Inspection Fee	per hour	actual cost
32	Utility Cuts (sewer, water, gas, Edison)	per location	actual cost
33	Tree removal permit including inspection	each	\$195
34	Curb Drain	each	\$460
35	Culvert	each	\$460
36	Parkway Restoration	per location	\$145
37	Dumpster and / or Construction Materials in Right-Of-Way	each	\$145
38	Excavation Steel Plating permit	per permit	\$55
39	Excavation Steel Plating	daily per plate	\$90
40	Stormwater Construction Site Inspection	per inspection	\$205
41	Stormwater Quality Improvements (e.g. Bioswale, Filterra, etc.) - Deposit	per location	actual cost
	HOURLY LABOR RATES		
42	Inspector - Straight Time	per hour	\$133
43	Inspector - Overtime	per hour	\$199
44	3 Man Street Crew - Straight Time	per hour	\$313
45	3 Man Street Crew - Overtime	per hour	\$470

	Fee Name	Units	FY 24-25 Adopted Fees
REPRODUCTIONS			
Photocopy / Map Reproduction - Plans, Prints, or Maps (Electronic or Paper) per sheet			
46	11"x17"	per sheet	\$15
47	18"x26"	per sheet	\$15
48	24"x36"	per sheet	\$15
GIS Maps			
11"x17":			
49	1st Map	per sheet	\$25
50	Additional Copy	each	\$10
18"x26":			
51	1st Map	per sheet	\$52
52	Additional Copy	each	\$17
>24"x36"			
53	1st Map	each	\$52
54	Additional Copy	each	\$17
CITY INSTALLATION FEES			
55	Tree Removal (including stump) = per inch diameter @ 4' above ground	per tree	actual cost
56	Stump Removal Only	per tree	actual cost
57	Plant Tree - 24 inch box (Require \$500 deposit)	per tree	actual cost
58	Plant Tree - 36 inch box (Require \$1,000 deposit)	per tree	actual cost
Asphalt Paving by City Crews			
Residential:			
59	Base (4 inches) - Up to 100 SF (\$1,000 deposit)	per location	actual cost
60	each Additional Square Foot	per square foot	actual cost
Non-Residential:			
61	Base (8 inches) - Up to 100 SF (\$2,000 deposit)	per location	actual cost
62	each Additional Square Foot	per square foot	actual cost
63	Curb Painting Fee (\$50 Min)	per request	actual cost
64	Excavation Steel Plating - (\$500 Deposit)	per plate	actual cost
Traffic Sign Installation			
65	With Post (\$600 deposit)	per sign	actual cost
66	Without Post (\$300 deposit)	per sign	actual cost
STREETLIGHT / TRAFFIC SIGNAL			
67	Street light inspection (\$500 Deposit)	per light	actual cost
68	Traffic signal inspection (\$5,000 Deposit)	per intersection	actual cost
SHOPPING CART CONTAINMENT PLAN			
69	Shopping Cart Containment Plan	per plan	\$590
70	Shopping Cart Containment Plan Renewal	per plan	\$590
71	Shopping Cart Containment Plan Appeal	Per appeal	\$ 480

Fee Name	Units	FY 24-25 Adopted Fees
MISCELLANEOUS		
Street Sweeping Services		
72 Residential Street sweeping	Per Account	\$ 28
73 Commercial Street sweeping	Per Account	\$ 56
Stormwater		
74 Stormwater Mitigation Plan / LID Plan Review (\$4,000 Deposit)	each	actual cost
Stormwater MSA fee required to be inspected under the State General Industrial permit		
75 Sites not subject to the State General Industrial permit	per inspection	actual cost
76 Sites subject to the State General Industrial permit	per inspection	actual cost
77 Industrial Waste Water permit Review		\$415
Parking permits		
Street Sweeping Parking permit		
78 Residential - (Annual - pro-rated quarterly)	each	\$50
79 Residential - Renewal (Annual - pro-rated quarterly)	each	\$50
80 Street Sweeping Parking permit Replacement / Fee Transfer	each	\$50
81 On-Site Development Construction Street Parking permit	per vehicle	\$180
82 Quarterly Parking Lot Parking permit - per permit	each	\$40
83 Residential Preferential Parking permit	each	\$50
84 Residential Preferential Parking permit - renewal	each	\$50
85 Visitor Preferential Parking permit	each	\$50
86 Preferential Parking District Feasibility Study	each	actual cost
87 Construction No Parking Sign Application	per application	\$30
88 No Parking Sign	each	\$2
Pipeline Franchise		
89 Assignment Transfer	each	\$2,445
90 Base Granting or Renewal Fee	each	\$9,380
91 Vehicle Charging Station - per kw-H - collected by 3rd party	per kw-H	actual cost
92 Wireless Facility Submittal	per permit	\$2,105
SECTION 11 - PUBLIC WORKS - UTILITIES		
Meter Service Connection Fee		
Less than or equal to 1":		
1 Meter	each	\$1,020
2 Meter Box	each	\$460
3 Meter, Meter Box, & Service Line	each	\$4,915
1-1/2":		
4 Meter	each	\$1,760
5 Meter Box	each	\$680
6 Meter, Meter Box, & Service Line	each	\$8,920
2":		
7 Meter	each	\$1,840
8 Meter Box	each	\$680
9 Meter, Meter Box, & Service Line	each	\$9,095
> 2":		
10 Meter	each	actual cost
11 Meter Box	each	actual cost
12 Meter, Meter Box, & Service Line	each	actual cost
Plan Check & Inspection of Meter Box & Service - Non-City Installation		
13 Abandonment of Existing Service - Time & materials	Per Service	\$ 2,005
14 Additional Piping (if more than 100 feet) - Time & materials	Time & Materials	actual cost
Temporary Fire Hydrant Meter		
15 Initial Installation - (\$1,000 Deposit)	each	\$ 195
16 Relocation by City - per location	per location	\$115
17 Multiple Relocations by Others - per location	per location	\$345

	Fee Name	Units	FY 24-25 Adopted Fees
Finance - Utilities Fees			
18	Water Service Deposit (\$75 applied to closing bill when service discontinued)	each	actual cost
19	Water Disconnection Notice ("Red Tag")	each	\$45
20	Payment Plan Administrative	each	\$45
Water Service Reconnection			
21	Delinquent / Bad Check - Same Day		\$110
22	Delinquent / Bad Check - Next Day	each	\$65
23	After Hours Return to Service	each	\$195
Water Service Reconnection (Low Income)			
24	Delinquent / Bad Check - Same Day	each	\$65
25	Delinquent / Bad Check - Next Day	each	\$50
26	After Hours Return to Service	each	\$150
Meter Removal & Re-installation for Non-Payment: (By Size)			
27	5/8"	each	\$900
28	3/4"	each	\$950
29	1"	each	\$1,020
30	1-1/2"	each	\$1,760
31	2"	each	\$1,950
32	>2"	each	actual cost
Miscellaneous Fees			
33	Removal of Meter Jumper or Bypass - Up to 2"	each	\$1,255
34	Removal of Meter Jumper or Bypass - Greater than 2"	each	actual cost
35	Meter and / or Connection Tampering	each	actual cost
36	Repair Curb Stop (Damage by Owner)	each	\$1,050
37	Replace Damaged Lock	each	\$70
38	Replaced Meter Box Lid	each	\$220
39	Lab Fees (Coliform Sample Analysis)	per sample & flushing	\$130
40	Backflow Prevention Program (Bi-Monthly)	each	\$7
Plan Check Fee			
41	Utilities Plan Check (up to 3 sheets)	each	\$2,220
42	Additional Sheet	each	\$465
SECTION 12 - LIBRARY			
OVERDUE FINES			
1	Print Adult & Juv Material	per day	\$-
2	Print Adult & Juv Material-Maximum	each	\$-
3	Educational DVD/Blu-ray	per day	\$-
4	Educational DVD/Blu-ray-Maximum	each	\$-
5	Entertainment DVD/ Blu-ray	per day	\$-
6	Entertainment DVD/ Blu-ray-Maximum	each	\$-
7	Laptops	per hour	\$-
8	Laptops-Maximum	each	\$-
9	iPads	per hour	\$-
10	iPads - Maximum	each	\$-
LOST OR DAMAGED ITEMS			
11	Lost / replacement Library card	each	\$1
12	Lost or Damaged Material	each	actual cost
13	Lost or Damaged Material Processing Fee	each	\$5
14	Lost or Damaged Inter-Library Loan Material	each	actual cost
15	Lost or Damaged ILL Material Processing Fee	each	\$5
16	Lost or Damaged RFID Tag	each	\$ 2.00
17	Lost or Damaged Barcode	each	\$ 1.00
18	Lost or Damaged Circ Card	each	\$ 1.00
19	Lost or Damaged Book Jacket	each	\$ 1.00
20	Lost or Damaged CD case	each	actual cost

	Fee Name	Units	FY 24-25 Adopted Fees
21	Lost or Damaged DVD case	each	actual cost
22	Lost or Damaged Audiobook case	each	actual cost
23	Lost or Damaged Book Set Bag	each	\$ 0.56
24	Lost or Damaged Cover Artwork	each	actual cost
25	Lost or Damaged Cover Artwork-Processing fee	per item	\$ 5.00
26	Los or Damaged iPad	each	actual cost
27	Lost or Damaged Laptop	each	actual cost
SERVICE FEES			
28	Inter-Library Loan (ILL)	each	\$5
29	ILL Photocopy requests (B&W) - Per Contract	per page	\$0.15
30	ILL Photocopy requests (Color) - Per Contract	per page	\$0.50
31	Photocopy & Printing (B&W) - Per Contract	per page	\$0.15
32	Photocopy & Printing (Color) - Per Contract	per page	\$0.50
33	Room Rental Downey Based	per hour	\$26
34	Room Rental Other Organizations	per hour	\$52
35	Collection Fee	each	actual cost
36	Fax Local-First Page	each	\$-
37	Fax Local Additional page(s)	each	\$-
38	Fax Long Distance-First Page	each	\$-
39	Fax Long Distance-Additional Page(s)	each	\$-
40	Fax International-First page	each	\$-
41	Fax International-Additional Page(s)	each	\$-
42	Poster printer 24" Roll	per linear foot	\$6
43	Poster Printer 36" Roll	per linear foot	\$7
44	Poster Printer 42" Roll	per linear foot	\$8
45	1" Button Maker	per button	\$0.10
46	2.25" Button Maker	per button	\$0.21
47	Resin Printer	per gram (weight of final project)	\$0.10
SECTION 13 - RECREATION			
Outdoor Park Facilities			
1	Facility Reservation Amendment Fee	each	\$30
2	Picnic Shelter (Large) - private individual daily	Daily (10a-6pm)	\$171
3	Picnic Shelter (Large) - commercial	Daily (10a-6pm)	\$246
4	Picnic Shelter (Medium) - private individual daily	Daily (10a-6pm)	\$115
5	Picnic Shelter (Medium) - commercial	Daily (10a-6pm)	\$174
6	Deposit (all users)	per use	\$52
Baseball Diamonds/Outdoor Volleyball/ Outdoor Basketball/Open Space/ Tennis, Pickleball, & Bocce Ball Courts			
7	Resident	per hour	\$25
8	Commercial	per hour	\$42
9	Baseball Diamond Lights	per hour	\$29
10	Tennis Court Reservations	per hour	\$7
11	Pickleball Court Reservations	per hour	\$7
12	Bocce Ball Court Reservations	per hour	\$5
13	Wilderness Park Parking	per vehicle, non-resident	\$5
14	Tournament Fee	each	\$183
15	Snack Shack	per day	\$61
16	Concession Stand - Rancho Los Amigos Sports Center	per day	\$269
17	Sports permit Application Processing Fee	per application	\$61
18	Sports Enhancement Team Fee < 15 players	per season	\$24
19	Sports Enhancement Team Fee 16-30 Players	per season	\$30
20	Sports Enhancement Team Fee 30+ players	per season	\$37

Fee Name		Units	FY 24-25 Adopted Fees
Indoor Park Facilities (Apollo & Wilderness Parks)			
21	Activity Room - private individual (2hr minimum)	per hour	\$46
22	Activity Room - commercial (2hr minimum)	per hour	\$77
Indoor Park Facilities (Furman & Golden Parks)			
23	Activity Room w/ Kitchen - private individual (2hr minimum)	per hour	\$55
24	Activity Room w/ Kitchen - Commercial (2hr minimum)	per hour	\$103
25	Kitchen- Private Individual	per hour	\$-
26	Kitchen- Commercial	per hour	\$-
Gary P McCaughan Gym			
Special Note: A fee waiver for use of event space once per year and/or one hour of meeting space per month, as space is available at the Barbara J. Riley Community and Senior Center Auditorium, Downey Room and Kitchen, and the Apollo Gym – Activity Room			
Half Gym (2 hr minimum)			
27	Civic and Adult Groups	per hour	\$30
28	Individual, non commercial	per hour	\$30
29	Commercial	per hour	\$70
Full Gym			
30	Civic and Adult Groups	per hour	\$61
31	Individual, non-commercial	per hour	\$61
32	Commercial	per hour	\$138
33	Refundable Deposit (all users)	per use	\$122
34	Drop-In Play (Basketball/Volleyball)	per person per visit	\$2
Barbara J Riley Community/Senior Center			
35	Facility Reservation Amendment Fee	each	\$30
Diane Boggs Auditorium			
36	Non- resident / Commercial	per hour	\$171
37	Resident (non commercial)	per hour	\$116
38	nonprofit	per hour	\$104
39	deposit (all users)	per use	\$394
Auditorium (south side with stage)			
40	Non-resident / Commercial	per hour	\$128
41	Resident (non-commercial)	per hour	\$79
42	nonprofit	per hour	\$67
43	Deposit (all users)	per use	\$168
Auditorium (North Side)			
44	Non- resident / Commercial	per hour	\$ 116
45	Resident (non commercial)	per hour	\$67
46	nonprofit	per hour	\$55
47	Deposit (all users)	per use	\$168
Downey Room			
48	Non- resident / Commercial	per hour	\$79
49	Resident (non commercial)	per hour	\$55
50	nonprofit	per hour	\$49
51	Deposit (all users)	per use	\$168
Dance Room			
52	Non- resident / Commercial	per hour	\$49
53	Resident (non commercial)	per hour	\$43
54	nonprofit	per hour	\$49
Rio Hondo Room/Art & Crafts			
55	Non- resident / Commercial	per hour	\$61
56	Resident (non commercial)	per hour	\$37
57	nonprofit	per hour	\$30
58	deposit (all users)	per use	\$112

Fee Name		Units	FY 24-25 Adopted Fees
Gallatin Room A			
59	Non- resident / Commercial	per hour	\$61
60	Resident (non commercial)	per hour	\$37
61	nonprofit	per hour	\$30
62	Deposit (all users)	per use	\$112
Crawford Room/TV			
63	Non- resident / Commercial	per hour	\$43
64	Resident (non commercial)	per hour	\$24
65	nonprofit	per hour	\$24
66	Deposit (all users)	per use	\$112
Kitchen			
67	Non- resident / Commercial	per Use	\$244
68	Resident (non commercial)	per Use	\$183
69	nonprofit	per Use	\$171
70	Deposit (all users)	per use	\$449
Half Kitchen (Front Only)			
71	Non- resident / Commercial	per Use	\$122
72	Resident (non commercial)	per Use	\$110
73	nonprofit	per Use	\$98
Miscellaneous Rental Rates			
74	Piano	Flat Fee	\$59
75	Extra Screen (in addition to built-in)	Flat Fee	\$29
76	Overhead Projector	Flat Fee	\$59
77	Easel	Flat Fee	\$18
78	Dry Erase	Flat Fee	\$18
79	TV/VCR/DVD	Flat Fee	\$59
80	Portable PA with Microphone	Flat Fee	\$118
81	Deposit (all users)	per use	\$235
82	Cleaning Fee (Optional)	per use	\$59
83	Facility Attendant	per hour	\$18
	Up to 75 Guests=1 attendant		
	76 to 200 Guests= 2 Attendants		
84	> 200 Guests= 3 Attendants		\$18
85	Security Monitor	per hour	\$37
Downey Unified School District (DUSD): Use of the Barbara J. Riley Community & Senior Center per the terms of the Reciprocal Use Agreement between DUSD and the City of Downey. Staff charges will apply if the facility is open or closed outside of normal operation hours			
Rio Hondo Golf Course			
Non-Resident			
86	18-Hole Weekday	per person	\$50
87	18-Hole Weekday: juniors <18, seniors 65+, and veterans	per person	\$31
88	18-Hole Weekend & Holidays	per person	\$62
89	9-Hole Weekday	per person	\$30
90	9-Hole Weekend	per person	\$35

	Fee Name	Units	FY 24-25 Adopted Fees
City of Downey Resident			
91	18-Hole Weekday	per person	\$35
92	18-Hole Weekday: juniors <18, seniors 65+, and veterans	per person	\$24
93	18-Hole Weekend & Holidays	per person	\$46
94	9-Hole Weekday	per person	\$22
95	9-Hole Weekend	per person	\$27
Special Note on seniors and juniors: with reservations, rates apply all day Monday or before 8 am or after 12 noon Tuesday through Friday excluding holidays. Without reservations (walk-ups), rates apply anytime Monday through Friday excluding holidays.			
Tournament			
96	18-Hole Weekday	per person	\$54
97	18-Hole Weekend & Holidays	per person	\$72
98	9-Hole Weekday	per person	\$31
99	9-Hole Weekend	per person	\$40
Active Duty Military personnel w/ Military ID			
100	18-Hole Weekday	per person	\$35
101	18-Hole Weekend & Holidays	per person	\$48
102	Twilight Play Weekday	per person	\$22
103	Twilight Play Weekend	per person	\$27
Twilight Play			
104	Resident Weekday	per person	\$21
105	Resident Weekend	per person	\$27
106	Non-Resident Weekend & Holiday	per person	\$34
107	Non-Resident Weekday	per person	\$27
Super Twilight			
108	Resident Weekdays	per person	\$12
109	Resident Weekends	per person	\$18
110	Non - Resident Weekdays	per person	\$17
111	Non - Resident Weekends	per person	\$21
112	Twilight Play, 9 Holes	per person	\$21
113	Men's Club Tee Time Position	Annual per Member	\$10
114	High School/College Team	as determined by Director of Parks & Recreation	as determined by Director of Parks & Recreation
Cart Rental			
115	18-Hole- Single	Per Person	\$18
116	18- Hole - Single Rider	Per Person	\$34
117	9-Hole- Single	each cart	\$14
Driving Range			
118	Small Bucket	each	\$7
119	Medium Bucket	each	\$14
120	Large Bucket	each	\$17
Special Note on Driving Range: volume discounts and other sizes as approved by Director of Parks & Recreation			
Downey Aquatic Center			
121	Recreation Swim	each	\$3
122	Non-Resident Aquatic Lesson Fee	each	\$4
123	Aquatic Swim Lesson Fee	each	Market Value
124	Aquatic Programs	each	Market Value
Recreation Programs			
125	Classes	each	Based on Instructor's Fee
126	Non-Resident Class Upcharge Fee	each	\$4
127	Youth Camps	each	Direct cost+10%
128	Youth camps Non Resident upcharge	each	\$4
129	Adult Sports	each	Direct cost+10%
130	Day Care	each	Direct cost+10%

	Fee Name	Units	FY 24-25 Adopted Fees
131	Other Activities	each	Direct cost+10%
132	Non-Resident Class Excursion Fee	each	\$4
TRANSIT			
133	Downey LINK	per trip	\$0.50
134	30-Use Bus Pass	each	\$15
135	Downey Dial-a-Ride	per trip	\$0.50
SECTION 14 - COLUMBIA MEMORIAL SPACE CENTER			
1	Admission Fee - Adult	each	\$5
2	Admission Fee - Youth (17 years or younger)	each	\$5
3	Admission - Students (with valid ID)	each	\$5
4	Admission - Senior (65 years and older)	each	\$3
5	Admission - Veteran (with valid ID)	each	\$3
6	Admission - Downey Students and Student Residents (with valid ID)	each	Free
7	Admission - 3 years and younger	each	Free
8	Admission - CMSC Members	each	Free
9	Annual Membership - Family (2 adults/3 children)	each	\$80
10	Annual Membership - Single	each	\$50
11	Annual Membership - Student	each	\$30
12	Annual Membership - Senior	each	\$40
13	Annual Membership - Family Renewal	each	\$72
14	Annual Membership - Single Renewal	each	\$45
15	Annual Membership - Student Renewal	each	\$27
16	Annual Membership - Senior Renewal	each	\$36
17	Field Trip (booked in advanced with 15+ participants; every 10 kids, 1 free chaperone)	each	\$3
18	Challenger Learning Center	each	\$350
19	1st Floor Community Room (business hours) - Commercial	per hour	\$55
20	1st Floor Community Room (business hours) - Individual	per hour	\$35
21	1st Floor Community Room (business hours) - Non Downey Individual	per hour	\$45
22	1st Floor Community Room (business hours) - Downey Nonprofit or Youth Group	per hour	\$30
23	1st Floor Community Room (business hours) - Non Downey Nonprofit or Youth Group	per hour	\$35
24	1st Floor Community Room (non business hours) - Commercial	per hour	\$200
25	1st Floor Community Room (non business hours) - Downey Individual	per hour	\$150
26	1st Floor Community Room (non business hours) - Non Downey Individual	per hour	\$175
27	1st Floor Community Room (non business hours) - Downey Non profit or youth group	per hour	\$100
28	1st Floor Community Room (non business hours) - Non Downey Non profit or youth group	per hour	\$150
29	2nd Floor Theater Room (business hours) - Commercial	per hour	\$75
30	2nd Floor Theater Room (business hours) - Downey Individual	per hour	\$45
31	2nd Floor Theater Room (business hours) - Non Downey Individual	per hour	\$65
32	2nd Floor Theater Room (business hours) - Downey Non profit or youth group	per hour	\$35
33	2nd Floor Theater Room (business hours) - Non Downey Non profit or youth group	per hour	\$45
34	2nd Floor Theater Room (non business hours) - Commercial	per hour	\$225
35	2nd Floor Theater Room (non business hours) - Downey Individual	per hour	\$175
36	2nd Floor Theater Room (non business hours) - Non Downey Individual	per hour	\$200
37	2nd Floor Theater Room (non business hours) - Downey Non profit or youth group	per hour	\$125
38	2nd Floor Theater Room (non business hours) - Non Downey Non profit or youth group	per hour	\$175
39	1st Floor - Commercial	per hour	\$300
40	1st Floor - Downey Individual	per hour	\$200
41	1st Floor - Non Downey Individual	per hour	\$275
42	1st Floor - Downey Non profit or youth group	per hour	\$150
43	1st Floor - Non Downey Non profit or youth group	per hour	\$200
44	1st & 2nd Floors - Commercial	per hour	\$375
45	1st & 2nd Floors - Downey Individual	per hour	\$275
46	1st & 2nd Floors - Non Downey Individual	per hour	\$325
47	1st & 2nd Floors - Downey Non profit or youth group	per hour	\$175

	Fee Name	Units	FY 24-25 Adopted Fees
48	1st & 2nd Floors - Non Downey Non profit or youth group	per hour	\$275
49	Amphitheater (business hours) - Commercial	per hour	\$105
50	Amphitheater (business hours) - Non Downey Individual	per hour	\$85
51	Amphitheater (business hours) - Downey Non profit or youth group	per hour	\$45
52	Amphitheater (business hours) - Non Downey Non profit or youth group	per hour	\$70
53	Amphitheater (non business hours) - Commercial	per hour	\$150
54	Amphitheater (non business hours) - Downey Individual	per hour	\$110
55	Amphitheater (non business hours) - Non Downey Individual	per hour	\$130
56	Amphitheater (non business hours) - Downey Non profit or youth group	per hour	\$95
57	Amphitheater (non business hours) - Non Downey Non profit or youth group	per hour	\$110
	Special Note: All facility rentals require a 3 hour minimum reservation. Facility rental attendees are not required to pay an admission fee		
58	Special Note: Qualified non-profit Downey-based civic and organized Downey-based youth groups are permitted one free use per organization of the Columbia Memorial Space Center one time per calendar year (non-cumulative). A six-hour maximum non-cumulative		\$ -
59	Outdoor Birthday Party Package (during business hours) Solar - CMSC Member	1	\$225
60	Outdoor Birthday Party Package (during business hours) Solar - Non Member	1	\$275
61	Outdoor Birthday Party Package (during business hours) Nova - CMSC Member	1	\$425
62	Outdoor Birthday Party Package (during business hours) Nova - Non Member	1	\$472
63	Indoor Birthday Party Package (during business hours) Comet - CMSC Member	1	\$275
64	Indoor Birthday Party Package (during business hours) Comet - Non Member	1	\$325
65	Classes - CMSC Members	1	varies
66	Classes - Non Members	1	varies
67	Outreach/Off-site programs	1	varies
68	Gift Shop - AAA Discount	1	20% off
69	Gift Shop - CMSC Member Discount	1	20% off
	Special Note: discounts, including CMSC partner discounts, may be approved by the Executive Director, the City Manager, or designee. Government agency facility rental fee may be waived at discretion of the City Manager.		
SECTION 15 - THEATRE			
Theater Regular Rate			
1	Monday- Wednesday (6 hr min.)	per hour	\$171
2	Thursday to Sunday *(6 hr min.)	per hour	\$207
3	Rehearsal Usage Monday-Sunday(4 hr min.)	per hour	\$146
4	Patio & Lobby Custodial Fee	per Event	\$90
5	Theatre Custodial Fee	per Event	\$213
6	Theatre Custodial Rehearsal Fee	per Rehearsal	\$90
7	Ticket Printing Reimbursement	per Ticket	\$0
8	Ticket Exchanges	per Ticket	\$3
9	Shipping & Handling Charge	per occurrence	\$3
Facility Enhancement Surcharge			
10	Ticket Price of \$11.00-39.99	per Ticket	\$2
11	Ticket Price of \$40+	per Ticket	\$3
12	Walk Up / Phone ticket sales	per Ticket	\$2
13	Online Ticket Sales	per Ticket	\$3
14	Box Office Fee	per performance	\$305
15	Box Office Credit card Fee	percentage	\$0.03
16	Lobby Advertising	weekly	\$30
17	Theatre percentage Rent		10% of gross Ticket sales or Base Rent, whichever amount is greater
18	Theatre Use Deposit - Ticketed Events	Per Contract	\$702
19	Theatre Use Deposit - Non- ticketed Events	Per Day	\$702

	Fee Name	Units	FY 24-25 Adopted Fees
	Staff		
	Technical Director		
20	Straight Time	per hour	\$48
21	Overtime	per hour	\$72
22	Double	per hour	\$96
	Stage Manager		
23	Straight Time	per hour	\$46
24	Overtime	per hour	\$69
25	Double	per hour	\$92
	Sound Technician		
26	Straight Time	per hour	\$43
27	Overtime	per hour	\$65
28	Double	per hour	\$86
	Electrician/Lighting Designer		
29	Straight Time	per hour	\$43
30	Overtime	per hour	\$65
31	Double	per hour	\$86
	Spotlight Operator		
32	Straight Time	per hour	\$36
33	Overtime	per hour	\$54
34	Double	per hour	\$72
	House Managers		
35	Straight Time	per hour	\$36
36	Overtime	per hour	\$54
37	Double	per hour	\$72
	Ticket Sellers		
38	Straight Time	per hour	\$36
39	Overtime	per hour	\$54
40	Double	per hour	\$72
	Carpenter/Flyman/Stagehand		
41	Straight Time	per hour	\$36
42	Overtime	per hour	\$54
43	Double	per hour	\$72
44	Event Staff Fee	per hour	\$35
45	Event Staff Fee - overtime	per hour	\$54
46	Event Staff Fee - double overtime	per hour	\$59
47	City IT Services	per hour	\$76
48	City PW Road Closure	per hour	\$29
	Rental Items		
49	Bistro Tables	per Event, each	\$15
50	Piano Tuning	per Event	actual cost
51	Spot Light	per light	\$90
52	Upright Piano	per Event	\$61
53	Concert Grand Piano	per Event	\$244
54	Movie Projector and Screen	per Event	\$183
55	Video License Fee	per day	\$183
56	Light Trees/Dance Booms	per event	\$196+Labor
57	Concessions Use Fee >300	each Use	\$61
58	Concessions Use Fee <300	each Use	\$90
59	Marley Dance Floor	each Use	\$243+staff time
60	Orchestra Shell	per event	\$243+staff time
61	Orchestra Pit Removal Fee	per event	\$243+staff time
62	Complimentary Tickets (over 20 comps)	per ticket	\$1.50

	Fee Name	Units	FY 24-25 Adopted Fees
63	Internet Fees	per ticket	actual cost
64	Hard Line Internet Connection	per event/per day	\$122
Downey Unified School District			
65	Monday to Thursday		No Charge
66	Friday to Sunday		Not Available
67	Rehearsal Usage		No Charge
68	Theater Custodial Fee	per event	\$213
69	Ticket Printing	per event	\$79
70	Support personnel	per event	actual cost
Merchandise Sales			
71	Client provided seller	per event	\$56 + 25% gross sales
72	Theatre Provided Seller	per event	30% gross
Room Rents Alone without Auditorium			
73	Multi-Purpose Room Monday to Sunday (2hr min)	per hour	\$61
74	Lobby/Patio Only Monday to Sunday (4hr min)	per hour	\$176