

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

BILLING RATES FOR FEE-RELATED SERVICES (HOURLY / T&M BILLINGS)

Fee Category / Division		Position	Hourly Billing Rate	Inflator Added to Base Salary	Note
1	Planning	Director of Community Development	\$231		
2	Planning	Administrative Assistant II	\$89		
3	Planning	Senior Planner	\$151		
4	Planning	Associate Planner	\$146		
5	Planning	Uniform Hourly Billing Rate	\$154		
6	Planning	All Other Positions		3.17	[a]
7	Planning	Contract Service Support	Greater of \$154 or Pass-through + 15%		[b]
8	Building	Uniform Hourly Billing Rate	\$166		[c]
9	Building	Contract Service Support	Greater of \$166 or Pass-through + 15%		[b]
10	Public Works, Eng'rg & Encl.	Director of Public Works	\$228		
11	Public Works, Eng'rg & Encl.	Administrative Analyst	\$137		
12	Public Works, Eng'rg & Encl.	Administrative Assistant II	\$106		
13	Public Works, Eng'rg & Encl.	PWD Inspector	\$123		
14	Public Works, Eng'rg & Encl.	Associate Engineer	\$175		
15	Public Works, Eng'rg & Encl.	Assistant Engineer	\$148		
16	Public Works, Eng'rg & Encl.	Maintenance Supervisor	\$151		
17	Public Works, Eng'rg & Encl.	Maintenance Worker III	\$112		
18	Public Works, Eng'rg & Encl.	Maintenance Worker II	\$102		
19	Public Works, Eng'rg & Encl.	Maintenance Worker I	\$87		
20	Public Works, Eng'rg & Encl.	Uniform Hourly Billing Rate	\$150		
21	Public Works, Eng'rg & Encl.	All Other Positions		3.44	[a]
22	Public Works, Eng'rg & Encl.	Contract Service Support	Greater of \$150 or Pass-through + 15%		[b]
23	Municipal Services	Director of Municipal Services	\$196		
24	Municipal Services	Municipal Services Supervisor	\$138		
25	Municipal Services	Administrative Assistant II	\$96		
26	Municipal Services	Code Enforcement Officer II	\$120		
27	Municipal Services	Municipal Services Officer II	\$85		
28	Municipal Services	Uniform Hourly Billing Rate	\$110		
29	Municipal Services	All Other Positions		3.10	[a]
30	Municipal Services	Contract Service Support	Greater of \$110 or Pass-through + 15%		[b]

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PLANNING AND ENTITLEMENT FEES

Activity Description	Fixed Fee	Initial Deposit	Charge Basis	Note
Appeals				
1 Appeal to Planning Commission		\$2,500	deposit	
2 Appeal to City Council		\$2,500	deposit	
CEQA / Environmental Review				
3 Negative Declaration/Mitigated Negative Declaration		\$5,000	deposit	
4 Environmental Impact Report		\$10,000	deposit	
Condominium / Apartment Conversion Review				
5 Apartment / Condominium Conversion Review		\$10,000	deposit	
Covenants, Conditions, Restrictions (CC&R's)				
6 Covenants, Conditions, Restrictions (CC&Rs)		\$3,500	deposit	
Design Review				
7 Design Review		\$2,000	deposit	
Development Permit				
8 Development Permit		\$6,500	deposit	
Extension				
9 Time Extension		\$2,500	deposit	
General Plan Amendment / Specific Plan Amendment / Zone Change				
10 General Plan Amendment		\$8,000	deposit	
11 Specific Plan Amendment / Zone Change / Planning Text Amendment		\$8,000	deposit	
Land Use Determination				
12 Land Use Determination		\$3,500	deposit	
Map Review Fees				
13 Tentative Parcel/Tract Map		\$5,000	deposit	
14 Final Map		\$4,000	deposit	
15 Lot Line Adjustment		\$1,500	deposit	
16 Lot Merger		\$1,500	deposit	

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PLANNING AND ENTITLEMENT FEES

Activity Description	Fixed Fee	Initial Deposit	Charge Basis	Note
Restrictive Use Covenant				
17 Restrictive Use Covenant		\$1,000	deposit	
Site Plan Review/Planning Plan Check				
18 Site Plan Review/Planning Plan Check		\$2,500	deposit	
Special Use Permit				
19 Special Use Permit		\$8,000	deposit	
Variance				
20 Variance		\$5,000	deposit	
Wireless Facilities Plan Review				
21 Administrative/Plan Check Review Wireless		\$2,500	deposit	
Minor Permitting and Reviews (Fixed Fees)				
22 Business License Review/App	\$139		flat fee	
23 Director's Determination	\$465		flat fee	
24 Flat Work Permit/Inspection	\$390		flat fee	
25 Fence Plan/Inspection	\$420		flat fee	
26 Minor Development	\$1,875		flat fee	
27 Covenants of Easements	\$1,000		flat fee	
28 Shed Permit	\$390		flat fee	
29 Temporary Banner/Sign Review and Inspection	\$115		flat fee	
Letters / Reports / Research				
30 Planning Letter	\$450		flat fee	
31 Residential Property Report	\$240		flat fee	
32 Zoning Verification Letter Per Property	\$450		flat fee	
33 Research	\$450		flat fee	
Other				
34 Re-Inspection (each, per hour)	\$154		flat fee	
35 Expedited Service Request		1.5x standard fee and billing rates		
36 Other Services Provided		See hourly billing rate schedule		

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Overview of Fee Structure
Fees may be either fixed fees (i.e. flat fees), or deposits with a minimum initial deposit collected. The initial deposit amount represents the typical minimum amount the applicant will pay to the City. If the City's costs ultimately exceed the minimum fee collected, the City will bill the applicant for additional amounts due as outlined below.

Full Cost Deposits and Deposit Replenishment Policy
Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.
If City review costs are anticipated to exceed the initial deposit/minimum fee collected, the applicant will be notified and required to supplement the initial amount paid with an additional deposit. Any additional deposits will be collected and held by the City in a deposit account. Project billing amounts will be drawn from the deposit account.
Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).
As may be required by the Community Development Department or Public Works Department for project evaluation or environmental review, all payment for attorney and consultant work shall be the responsibility of the applicant.

* Applicants shall be responsible for any additional materials or outside agency costs (e.g. postage, public noticing, peer review, County Recorder-Clerk Office, Department of Fish and Wildlife, etc.).