

City of Thousand Oaks
Public Works Department
User Fees Summary – 2021
(Updated every 2 years)

Fee Title	Fee No.	Fee	Effective Date
Final Map	PW-01A	<p>County Review Fee</p> <p>1) \$ 5,700 (City Fee) and \$7,500 plus \$50 per lot/parcel (County Deposit) for first three plan checks.</p> <p>2) \$ 635.00 (City Fee) and \$2,000, plus \$20 per lot/parcel (County Deposit) for each subsequent review, if needed.</p> <p>In-House (City) Review Fee</p> <p>3) \$12,500.00 Final map review up to four lots, for the first three plan checks.</p> <p>4) \$ 700.00 Each additional lot, including first three plan reviews</p> <p>5) Additional 15% Fee for each additional plan check beyond first three plan checks</p>	July 1, 2021
Certificate of Corrections Review	PW-01B	<p>In-House (City) Review Fee</p> <p>1) \$ 6,000.00 Deposit, time and materials</p>	July 1, 2021
Monument Inspection	PW-01C	<p>1) No fee First Inspection</p> <p>2) \$345.00 Second & Subsequent Inspections: Plus \$20 per monument reinspected</p>	July 1, 2021
Lot Line Adjustment	PW-03	<p>1) \$5,400.00 For first three plan Checks</p> <p>2) \$1,000.00 Each additional plan check</p>	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Public and Private Improvement Plan Check	PW-04	<p>Fee is based on Project Valuation</p> <p>1) \$ 700.00 Minor projects up to 5,000 SF</p> <p>2) \$9,500.00 Greater than 5,000 SF up to 20,000 SF on-site improvements (up to 3 plan checks)</p> <p>3) \$2,550.00 Every additional 10,000 SF on-site improvements (up to 3 plan checks)</p> <p>4) Each excess plan check, after 3rd plan check, 15% of total fee</p>	July 1, 2021
Public and Private Improvement Inspection	PW-05	<p>1) \$500.00 Minor projects up to 5,000 SF</p> <p>2) \$8,500.00 Greater than 5,000 SF up to 20,000 SF on-site improvements (up to 3 plan checks)</p> <p>3) \$2,350.00 Every additional 10,000 SF on-site improvements (up to 3-year project duration)</p> <p>4) Excess duration (each year beyond 3-years of project duration) 15% of original fee</p>	July 1, 2021
Encroachment Permit – Minor	PW-06A	<p>1) \$320.00</p>	July 1, 2021
Major Encroachment Permits/Public Improvements Plan Check (over \$5,000 value)	PW-06B	<p>1) 5,500.00 Base fee, plus up to \$50,000 value of improvements (up to 3 plan checks)</p> <p>2) 2,600.00 Additional fee for each additional \$50,000 value of improvements</p> <p>3) Each additional review 20% of total plan check fee</p>	July 1, 2021

Fee Title	Fee No.	Fee		Effective Date
Encroachment Permit – Oversize Load	PW-06C	1) \$17.00	Per trip	July 1, 2021
		2) \$92.00	Annual Permit Fee by State	
Encroachment Permit – Newsrack/Drop Box (Annual)	PW-06E	1) \$314.00	Newsrack (up to 5 co-located racks) installation or Removal - each	July 1, 2021
		2) \$200.00	Newsrack (up to 5 co-located racks) initial permit and annual renewal	
		3) \$ 5.00	Per day storage fee	
		4) \$ 92.50	Annual charge for drop boxes	
		5) \$ 92.50	Annual charge for each increment of 10 private postage boxes	
Encroachment Permit – Utility Companies (Annual)	PW-06F	1) \$ 245.00	Annual permit processing, plus	July 1, 2021
		2) \$2,400.00	For every 10 locations	
		3) \$ 245.00	Utility company trenching for installation, repairs, and maintenance	
Encroachment Permit – House Moving	PW-06H	1) \$ 310.00		July 1, 2021
Encroachment Permit – Monitoring Wells Annual Permit	PW-06J	1) \$ 338.00	Annual Permit	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Small Cell/Wireless Permit – Within Right-of-Way (ROW)	PW-06K	<p>1) \$500.00 Each application for a Small Wireless Facility on an existing pole (additional \$100.00 for each Small Wireless Facility beyond Five)</p> <p>2) \$1000.00 For application for a Small Wireless Facility on a new pole</p> <p>3) \$270.00 Annual ROW access fee for each Small Wireless Facility</p> <p>Authority: FCC Declaratory Ruling and Third Report and Order No. FCC 18-133</p>	July 1, 2021
Major Encroachment Permits/Public Improvements Inspections (over \$5,000 value)	PW-07	<p>Process encroachment inspection for a project over \$5,000 value:</p> <p>1) \$ 2,500.00 Base fee up to \$50,000 value of improvements (up to 3 years of project duration)</p> <p>2) \$ 2,000.00 Additional fee for each additional \$50,000 value of improvements (up to 3 years of project duration)</p> <p>3) Each additional year beyond 3rd year of inspection, 20% of total inspection fee</p>	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Grading Inspection	PW-08	<p>1) \$ 270.00 Removal & Recompaction (Only)</p> <p>Fee based on cubic yards (cy)</p> <p>2) \$ 400.00 1 – 100 cy</p> <p>3) \$ 1,680.00 101 – 1,000 cy</p> <p>4) \$ 3,560.00 1,001 – 10,000 cy</p> <p>5) \$ 6,620.00 10,001 – and over cy</p> <p>6) \$ 2,200.00 Additional fee for each year in excess of three years of projects duration</p> <p>7) Overtime inspection at 1.5 times hourly rate; Special circumstances as determined by the Public Works Director, time and materials, PLUS any applicable contract costs</p> <p>8) Grading Bond (refundable deposit)</p> <p style="padding-left: 40px;">A. Less than 10,000 cubic yards (cy) = \$25.00/cy</p> <p style="padding-left: 40px;">B. Over 10,000 cy = \$10.00/cy</p> <p style="padding-left: 40px;">C. Removal and recompaction = \$10.00/cy</p> <p>9) Additional bonding as negotiated and required by City Engineer</p>	July 1, 2021
Construction Water Meter	PW-09	Refer to the current Water Fee Ordinance for water rates	

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Paving Maintenance Permit	PW-10	1) \$ 163.00 Up to 1,000 SF 2) \$ 527.00 1,001 – 10,000 SF 3) \$ 240.00 Added fee for each additional 10,000 SF	July 1, 2021
Permit Application-Industrial Waste Discharge - Type 1	PW-11	1) \$ 935.00	July 1, 2021
Permit Application – Industrial Waste Discharge - Type II	PW-12	1) \$ 2,162.00	July 1, 2021
Renewal Application - Industrial Waste Discharge	PW-13	1) \$ 282.00	July 1, 2021
Disconnect/Reconnect Water Service	PW-14	1) \$ 37.00 For tagging, disconnect, or reconnect during business hours 2) \$ 110.00 For reconnect at other times (after hours)	July 1, 2021
Installation/Removal of Water Service Flow Restrictor	PW-14A	1) \$ 37.00 For installation or removal during business hours	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Testing of Water Meters for Accuracy at Customer's Request	PW-15	1) \$ 108.00 Plus add: 2) \$ 72.00 ¾" and 1" meters, per test 3) \$ 130.00 2" meters to less than 6" meters, per test 4) \$ T & M 6" meters and larger, time and materials	July 1, 2021
Fire Flow Calculations	PW-16	1) \$200.00	July 1, 2021
Easement Quitclaim	PW-17	1) \$6,500.00 Deposit, time and materials	July 1, 2021
Easement/Legal Review	PW-18	1) \$ 5,500 Deposit, time and materials	July 1, 2021
Backflow Inspection and Testing	PW-19	1) \$ 27.00 Minimum processing fee - Applies to all devices tested with certification received by Ventura County Health Department, prior to annual deadline 2) \$ 231.00 Delinquent and City pursues action	July 1, 2021
Right-Of-Way Abandonment, Surplus Property Disposition Review	PW-20	1) \$6,000.00 Deposit, time and materials	July 1, 2021
Special Agreement Review	PW-21	1) City costs on a time and material basis using staff hourly rates against a deposit based on project size.	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Construction Change Order	PW-22	1) \$ 430.00 PLUS Plan check fee per PW-04 (All change orders) PLUS Inspection fee per PW-05 (New improvements only)	July 1, 2021
Municipal Code Amendment	PW-23	1) \$ 4,000.00 Fee to be deposited with submittal of application and will be returned if City Council declines to initiate study in response to request. (Same fee as P-05A)	July 1, 2021
After Hours Construction Permit	PW-24	1) \$ 725.00 Minimum for first four hours 2) \$ 181.25 Per hour after minimum	July 1, 2021
Appeal of Administrative or Traffic and Transportation Commission Decision	PW-25	1) \$ 1,515.00 Appeal of administrative decision to the Traffic and Transportation Commission 2) \$ 1,632.00 Appeal of Traffic and Transportation Commission Decision to the City Council (Same fee as P-53 and P-54)	July 1, 2021
Reproduction Fees	PW-26	Maps and Plans 1) \$ 2.30 Per sheet File plans & record maps - (24"x36") Minimum Order - \$5.65 Miscellaneous publications and electronic files – City cost or as determined by the Public Works Director Plotting costs - \$28.30 Per sheet - (24"x36")	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Street Name Change	PW-27	1) \$ 960.00 PLUS actual cost for the installation of new street name signs	July 1, 2021
Street Number Change	PW-28	1) \$ 185.00	July 1, 2021
Time Extension - Permits	PW-30	1) \$ 155.00 Permit	July 1, 2021
Construction Water Service Charge	PW-31	Refer to the current Water Fee Ordinance for water rates	July 1, 2021
Damaged Meter Box	PW-32	1) T & M Time and materials	July 1, 2021
Penalty Fee-Discharge Limit Violation	PW-35	Not- to- exceed \$500.00 per day for each constituent in violation of discharge limits	July 1, 2021
Penalty Fee-Grease Trap Maintenance	PW-36	1) \$ 100.00 For the first violation within 12 months 2) \$ 300.00 For the second violation within 12 months 3) \$ 900.00 For the third violation within 12 months	July 1, 2021
Wastewater Fixture Unit Field Count	PW-39	1) \$ 220.00 20 Fixture Units or less 2) \$ 620.00 Greater than 20 Fixture Units	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
LAFCO Out of Agency Service Agreement	PW-40	1) \$ 5,720.00 Fee for writing an Out of Agency Service Agreement between the City and property owner(s) of a parcel, which is in the County, but outside of the City's service area and/or, if the agreement has to go to City Council for approval.	July 1, 2021
Wastewater Service Charge	PW-41	Refer to current Wastewater Fee Ordinance for Wastewater rates.	July 1, 2021
Water Fire Service/Private Hydrant	PW-42	Refer to the current Water Fee Ordinance for Water rates.	July 1, 2021
Water Service Charge	PW-43	Refer to the current Water Fee Ordinance for Water rates	July 1, 2021
Water Tenant or Lessee Trust Deposit	PW-44	1) \$ 150.00	July 1, 2021
Water Conservation Requirements Hardship Waiver	PW-45	1) \$125.00	July 1, 2021
Preferential Parking Permit Program	PW-46	1) \$ 8.25 Per card 2) \$ 15.50 For replacement	July 1, 2021
Street and Traffic Sign Installation, Replacement, and Striping	PW-47	1) T & M Time and materials	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Paratransit – Dial A Ride Fare	PW-48	1) \$ 4.00 Per trip (local) 2) \$ 6.00 Per trip (intercity)	July 1, 2021
TOT Bus Fare	PW-51	Fixed Route Fares: 1) \$ 2.00 Adult 2) \$ 0.50 Senior/Disabled/Medicare 3) Free Children (5 years old and under) 4) Free Transfers 5) \$ 16.00 Adults, Seven-Day Unlimited Ride Pass 6) \$ 4.00 Senior/Disabled, Seven-Day Unlimited Ride Pass 7) \$ 56.00 Adult, 31-Day Unlimited Ride Pass 8) \$ 14.00 Senior/Disabled, 31-Day Unlimited Ride Pass 9) \$ 16.00 Adult, Ten Ride Pass 10) \$ 4.00 Senior/Disabled, Ten Ride Pass 11) \$ 28.00 Student, 31-Day Pass	July 1, 2021
Transportation Services - Special Events	PW-51A	1) T & M Time and materials, which will include the “Contracted Transit Operator’s” cost, plus Citywide overhead and fuel costs	July 1, 2021
Traffic Study Fee	PW-52	1) \$ 9,000.00 Deposit for City processing and review. Flat fee, plus passthrough for contractor/consultant actual cost	July 1, 2021

Fee Title	Fee No.	Fee	Effective Date
Vehicle Code Enforcement on Private Property	PW-53	1) \$ 5,000.00	July 1, 2021
Solid Waste Collection Rates	PW-54	Refer to the current Solid Waste Fee Resolution for Solid Waste collection rates.	July 1, 2021
Ventura Co Flood Control District NPDES Benefit Assessment District	PW-57	1) \$ 5.28 Per basic assessment unit in Zone 3 2) \$ 5.65 Per basis assessment unit in Zone 4	July 1, 2021
Lighting and Landscape Assessment District	PW-58	Refer to Lighting and Landscape Fee Resolution for Lighting and Landscaping Assessments.	July 1, 2021
Stormwater Pollution Prevention Plan Processing Fee	PW-61	1) \$ 867.00	July 1, 2021
Stormwater Quality Master Plan Processing Fee	PW-62	1) \$ 1,205.00 Deposit; PLUS time and materials	July 1, 2021
Storm Drain Inlet Placard	PW-63	1) \$ 11.50 Per placard (adhesive included)	July 1, 2021
Stormwater Inspection Fee	PW-63A	1) \$ 99.00 Per inspection	July 1, 2021

Fee Title	Fee No.	Fee		Effective Date
Stormwater Quality Permanent Best Management Practices (BMP) Annual Inspection	PW-63B	1) No charge 2) \$ 100.00 3) \$ 275.00 4) T & M 5) \$168.00 *BMP	If BMP owner provides annual maintenance reports If BMP owner fails to provide annual report or respond to 1 st letter if BMP owner fails to respond to 2 nd letter and City is required to perform field inspection Time and Materials, if City is required to make improvements to deficient BMP's Plus County Filing Fees If BMP owner fails to pay for items 2) through 4) and the City is required to place a lien on the property Stormwater Quality Best Management Practices	July 1, 2021
Charge to Vandals for Graffiti Removal	PW-64	1) \$490.00 2) \$740.00 3) \$990.00 4) \$1,485.00 5) T & M	Less than 4 Square Feet 5 to 16 Square Feet 17 to 36 Square Feet Greater than 36 Square Feet Time and material costs for graffiti abatement on non-standard items	July 1, 2021
Electric Vehicle (EV) Charging Fee	PW-65	1) \$ 0.26 2) \$ 2.00	per kWh per hour for parking	July 1, 2021

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Trash Enclosure Recycling and Organics Signs	PW-66	1) \$ 20.00/per sign	July 1, 2021