



Schedule of User and Regulatory Fees

Effective July 1, 2021

Approved via Resolution No. CC-2104-017

Revised via Resolution No. CC-2108-033

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Note: This Fee Schedule does not include all fees, rates, or charges that may be imposed by the City. Examples of excluded items include, but are not limited to, building permit and plan review fees, development impact fees, utility rates, and punitive fines and penalties.

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City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ADMINISTRATIVE FEES / CITYWIDE RECORDS

Fee Description	Fee	Charge Basis	Note
1 Documents - Hard Copy			
a) Standard Size	\$0.10	per single-sided page	
b) Non-Standard	Actual Cost	per request	
c) Certified Copy (in addition to per page fees)	\$5	per request	
2 Election Related Fees			
a) Filing Fee - Candidates Nominations Fee	\$25		[a]
b) Filing Fee - Initiative Petition Fee	\$200		[b]
c) Election Recount Fee	Full Cost Recovery		[c]
3 Requests Requiring Special Programming or Formatting	Actual cost		
4 Digital Media (e.g. USB Flash Drive)	\$8 or actual cost; whichever is greater	per device	
5 Postage	Actual cost		
6 Retrieval and Request of Records Held in Offsite Archives	Actual cost		
7 Hourly Rate for Service Requests	See City Hourly Billing Rate Schedule or Maximum Authorized by Outside Agency (e.g. State of California)		

[a] CA Election Code 10228.

[b] CA Election Code 9202(b).

[c] CA Election Code 15624.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ADMINISTRATIVE FEES

Fee Description	Fee	Charge Basis	Note
1 Returned Check Fee a) First Check b) Each Additional Check	\$25 \$35	each each	[a] [a]
2 EFT/ACH Return/Error	\$25	each	

[a] CA Civil Code Sec 1719

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ANIMAL LICENSE

Activity Description	Fee	Charge Basis	Note
Dog License			
1 Altered Animal (Spayed / Neutered)			
a) License Fee - Non-Senior	\$20	per year	
b) License Fee - Senior	\$10	per year	[a]
c) Late Penalty	50% of License Fee		[b]
d) Late Renewal	50% of License Fee		[c]
2 Unaltered Animal			
a) License Fee - Non-Senior	\$60	per year	
b) License Fee - Senior	\$30	per year	[a]
c) Late Penalty	50% of License Fee		[b]
d) Late Renewal	50% of License Fee		[c]
Animal Pick-Up / Impound Fee (City Fee)			
3 Animal Pick-Up / Impound Fee			
a) First Pick-Up / Impound	\$20	each	
b) Second Pick-Up / Impound	\$40	each	
c) Third and Each Add'l Pick-Up / Impound	\$60	each	

[a] Fee for residents at least sixty years of age.

[b] Non-registered dog is discovered by staff.

[c] Registered dog is renewed after license has expired.

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]

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
31 Finance	Director of Finance	\$197		
32 Finance	Accounting Manager	\$122		
33 Finance	Payroll/Accounting Specialist	\$80		
34 Finance	Accounting Specialist	\$71		
35 Finance	Uniform Hourly Billing Rate	\$111		
36 Finance	All Other Positions		2.58	[a]
37 Finance	Contract Service Support	Pass-through + 15% Admin		[b]
38 City Clerk	Assistant City Clerk	\$126		
39 City Clerk	Administrative Assistant II	\$66		
40 City Clerk	Uniform Hourly Billing Rate	\$96		
41 City Clerk	All Other Positions		2.09	[a]
42 City Clerk	Contract Service Support	Pass-through + 15% Admin		[b]
43 Public Safety - Police / Sheriff	Deputy Sheriff	\$137		
44 Public Safety - Police / Sheriff	Uniform Hourly Billing Rate	\$137		
45 Public Safety - Police / Sheriff	All Other Positions		3.34	[a]
46 Public Safety - Police / Sheriff	Contract Service Support	Pass-through + 15% Admin		[b]

[a] To calculate hourly rate for positions not listed, multiply base salary rate per hour by factor shown. Outcome is fully-burdened hourly rate. Fully-burdened hourly rate includes benefits, adjustment for productive hours, indirect costs, etc. Example: \$90,000 annual salary / 2,080 hours = \$43.27/hr. Multiple by factor of 3.17 to calculate fully-burdened hourly rate of \$137/hr.

[b] For deposit-based or pass-through billings.

[c] Positional billings are not used for building fees. Use uniform hourly billing rate when required.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
BUSINESS LICENSE AND PERMIT FEE SCHEDULE		
1 Annual Business Tax	\$66	
2 Residential Rental (per Unit Over Five)	\$25	
3 Plus, Coin-operated fee (if > 9 Units)	\$66	
4 Mobile home and Boarding house (per Unit & Room)	\$11	
5 Application Fee (new applications)	\$78	[a],[b]
6 Plus, Per Employee	\$10	
7 Plus, Per Vehicle (Contractor Over Four Vehicles)	\$26	
8 Annual Renewal Fee	\$52	
9 Appeal Fee	\$52	
10 Duplicate License	\$11	
11 Change of License (Name or Address)	\$11	
12 Contractor's Vehicle Sticker	\$26	
13 Billboard Businesses		
a) First \$10,000 of Gross Receipts, plus	\$515	
b) \$10,000 to \$25,000 Gross Receipts (Per \$1,000), plus	\$52	
c) Gross Receipts Over \$25,000 (Per \$1,000)	\$21	
14 Wheeled Vehicle Business (Per vehicle)		
a) Two to three Vehicles	\$103	
b) Four to six Vehicles	\$155	
c) Seven to nine Vehicles	\$206	
d) Ten or more Vehicles	\$258	
15 Petroleum (Per barrel, over 1,800 barrels)	\$1	
16 Vending / Service Machine		
a) Stamps (per \$1,000 gross receipts)	\$6	
17 Coin-operated Machines-exclusive business		
a) First \$10,000 of gross receipts, plus	\$118	
b) \$10,000 to \$25,000 Gross Receipts (Per \$1,000), plus	\$52	
c) Gross Receipts Over \$25,000 (Per \$1,000)	\$21	
18 Benches, plus	\$52	
a) Per bench	\$14	
19 Handbills		
a) Annual	\$232	
b) Quarter; or	\$129	
c) Daily	\$26	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
20 Auctioneers		
a) Auction Sale Daily	\$103	
b) Personal Property	\$103	
c) Real Estate	\$103	
d) Bankruptcy Sale (Daily)	\$103	
21 Alarm Permit	\$52	
22 Entertainment		
a) Café	\$103	
b) Carnival (Daily)	\$258	
c) Circus (Daily)	\$103	
d) Side Show (Daily)	\$103	
23 Financial		
a) Broker, Stock or Securities	\$155	
24 Collection Agency	\$258	
25 Garage Sale (Daily)	\$4	
26 Junk		
a) Auto Wrecker	\$361	
b) Junk Collector	\$52	
c) Plus, per vehicle	\$129	
d) Junk Dealer	\$515	
27 Machines		
a) Amusement devices (per machine)	\$52	
b) Juke box (per machine)	\$52	
28 Amusement Rides and Children's Rides		
a) Annual per ride	\$52	
b) Daily per ride	\$26	
c) Weekly Unlimited Number Rides	\$134	
29 Petroleum (per oil well)	\$103	
30 Retail / Services		
a) Home Occupation	\$11	
b) Locksmith	\$52	
c) Pest Control	\$52	
31 Souvenir Sales (Daily)	\$11	
32 Subscription Service		
a) CATV FEE	\$52	
b) Plus, per subscriber	\$2	
33 Transportation		
a) Passenger/Bus Transport for Hire (excludes Taxi & PUC regulated)	\$52	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
34 Vehicles		
a) Auto Wrecker / Dismantler	\$335	
b) Parking lot	\$26	
c) Plus, per stall	\$10	
35 Film Permits (in City)		
a) Still Film:		
i) Use of Public R/W (Daily)	\$258	
ii) Use of Public Buildings (Daily)	\$258	
b) Motion Film:		
i) Use of Public R/W (Daily)	\$515	
ii) Use of Public Buildings (Daily)	\$515	
36 Residential Film (private property)		
a) Still (Daily)	\$52	
b) Motion (Daily)	\$103	
37 Ambulance Driver / Operator (private)	\$52	
38 Entertainment		
a) Arcade - per machine	\$11	
b) Bowling Alley	\$52	
i) Plus, per alley over 5 alleys	\$11	
c) Billiard / Pool Hall	\$52	
i) Plus, per table over 1 table	\$11	
d) Bingo		
i) Seller / Leasor of supplies	\$26	
ii) Equipment Renewal	\$26	
iii) Manager of Game	\$26	
e) Cabaret	\$103	
f) Dance Hall	\$258	
g) Professional Entertainment	\$103	
h) Theater / burlesque	\$515	
i) Pawnshop, Secondhand Dealer	\$206	
j) Musician / Street	\$26	
39 Games of Skill		
a) Bowling Machine	\$26	
b) Pinball Machine	\$26	
c) Pool Table	\$26	
d) Shuffleboard	\$26	
e) Mechanical Game (Device)	\$26	
f) Electronic Game (Device)	\$26	
g) Similar Devices	\$26	
40 House Number Painter	\$26	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

BUSINESS LICENSE

Activity Description	Fee	Note
41 Retail / Service		
a) Acupressure	\$155	
b) Bar, Beer	\$284	
c) Bar, Liquor	\$284	
d) Check Cashing	\$258	
e) Computer Dating / Dating Services	\$515	
f) Fortune-Telling	\$258	
g) Kennel	\$206	
h) Massage Establishment	\$412	
i) Plus: Massage Technician License	\$103	
i) Private Patrol	\$52	
j) Solicitor	\$284	
i) Solicitor Agent	\$11	
k) Solid Waste (per Truck)	\$721	
l) Taxicab Co (substantially located within City)	\$103	
m) Tobacco Retailer License	\$155	

[a] If, the license is denied, fifty dollars (\$50) shall be refundable to the applicant.

[b] Includes home occupations.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
Permit Issuance Fee				
1 Permit Issuance Fee - for Encroachment Permits, Excavation Permits, or Construction Permits (Issuance Fee Only, Additional Fees May Apply)	\$150		flat fee	
Permit Fee				
2 Curb and Gutter (per 200 LF or fraction thereof)	\$300		flat fee	[a]
3 Curb Drain	\$300		flat fee	[a]
4 Driveway Approach - Residential (per approach)	\$300		flat fee	[a]
5 Driveway Approach - Non-Residential (per approach)	\$450		flat fee	[a]
6 Sidewalk (per 200 LF or fraction thereof)	\$300		flat fee	[a]
7 Pavement (per 500 SF or fraction thereof)	\$300		flat fee	[a],[b]
8 Trenching (per 500 SF or fraction thereof)	\$300		flat fee	[a],[c]
9 Additional Inspection Fee / Missed Inspection Fee (each)	\$150		flat fee	
10 Inspections Outside of Normal Business Hours	1.5x standard fee / billing rate		flat fee	[d]
Encroachment Permit Fee (Holiday Specific Exceptions)				
11 Homeowner Holiday Decorations Only (non-electrical)	No charge		flat fee	[e],[f]
12 Business Issuance of "Temporary No Parking" Permit				
a) Permit Issuance Fee, plus	\$75		flat fee	[e],[g]
b) Per Day Fee	\$25		flat fee	[e],[g]
Construction and Demolition Materials Management				
13 Construction and Demolition Materials Management Plan - Application Plan Review and Deposit Administration Fee	\$113		flat fee	
14 Appeal of Decision to Deny Exemption or Withhold all or any Portion of Security Deposit	\$600		flat fee	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
Public Right-of-Way Use Permit Fees				
15 Street Closures (per day)	\$150		flat fee	
16 Lane Closures (per day, per lane)	\$75		flat fee	
17 Temporary "No Parking" (per day)				
a) Up to 250 LF	\$75		flat fee	
b) each add'l LF	\$1		flat fee	
18 Parade/March/Procession Permit (per event)				
a) Permit, plus	\$300		flat fee	
b) actual costs of personnel other permits req'd, plus		See fee schedule		
c) Security/damage/clean-up deposit		\$1,000 - \$5,000	deposit	
19 Bus Benches (per bench)				
a) Permit, plus	\$225		flat fee	
b) Security/damage/clean-up deposit		\$500		
20 Newspaper Racks (per rack)				
a) Permit, plus	\$75		flat fee	
b) Security/damage/clean-up deposit (per application)		\$500		
21 Temporary Trash Bin/Dumpster Permit in Right-of-Way				[e]
a) Initial (up to five consecutive days)	\$75		flat fee	[e]
b) Renewal (up to additional five consecutive days)	\$75		flat fee	[e]
c) Initial deposit		\$250	deposit	[e]
22 Improvement Plan Review and Inspection (Cost Est.)				
a) Plan Review				
i) First \$250,000		5% with \$1,200 minimum fee	deposit	[h]
ii) Next \$250,000 up to \$500,000		4%	deposit	[h]
iii) Over \$500,000		3%	deposit	[h]
b) Inspection				
i) First \$250,000		5% with \$1,200 minimum fee	deposit	[h]
ii) Next \$250,000 up to \$500,000		4%	deposit	[h]
iii) Over \$500,000		3%	deposit	[h]

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
23 Grading Plan Review and Inspection				
a) Plan Review		\$1,200 deposit with \$600 minimum fee	deposit	
b) Inspection		\$1,200 deposit with \$600 minimum fee	deposit	
24 Landscape Plan Review and Inspection				
a) Plan Review		\$600 deposit with \$600 minimum fee	deposit	
b) Inspection		\$300 deposit with \$300 minimum fee	deposit	
25 Map Review				
a) Lot Line Adjustment		See Planning	deposit	
b) Lot Merger		See Planning	deposit	
c) Tentative Parcel/Tract Map		See Planning	deposit	
d) Final Map		See Planning	deposit	
e) Certificate of Compliance		\$1,800	deposit	
26 Report / Special Studies Review				
Review of Reports or Special Studies Not Recovered via other deposit based billings (e.g. Hydrology, soils, NPDES, SWPPP, etc.)		\$2,000	deposit	
Traffic Control				
27 Oversize Load Permit				
a) One Day	\$16		flat fee	
b) Annual	\$90		flat fee	
28 Traffic Control Plan Review				
a) Minor (Local Streets)	\$113		per location	
b) Major (Arterial Streets)	\$450		per location	
Vacation / Easement Processing				
29 Street / Alley Vacation		\$2,500	deposit	
30 Easement		\$2,500	deposit	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
Parking Permit District Fees				
31 Parking Permit District Application Fee				
a) Driveway Parking Permit District	\$534		flat fee	
b) Preferential or Overnight Parking Permit District	\$819		flat fee	
32 Parking Permit Issuance Fee				
a) Driveway Parking Permit (per year)	\$38		flat fee	
b) Preferential or Overnight Parking Permit				
i) One Permit per Household (per year)	\$38		flat fee	
ii) Two Permits per Household (per year)	\$40		flat fee	
33 Issuance of Replacement Permit or Second Permit	\$8		flat fee	
34 Violation Fee (per violation)	\$45		flat fee	
Franchise Review Fee				
35 Franchise Review Fee		\$5,000	deposit	
Other				
36 Time Extension	\$150		flat fee	
37 Excess Plan Review (more than 3 reviews) (per hour)		See hourly billing rate schedule	deposit	
38 Excess Inspections / Missed Inspection (each)	\$150		flat fee	
39 Other Services Provided		See hourly billing rate schedule	deposit	

[a] Fee includes up to four site visits. Additional fees apply for each additional visit/inspection.

[b] For patch, repair, and replacement of AC or PCC pavement per City Engineer. Additional fees may apply.

[c] For installation of substructure to property line for trench only. Additional fees for pavement inspection and others may apply.

[d] For hourly billings assume 2 hour minimum.

[e] No additional permit issuance fees apply.

[f] Fee waiver applies only for permits issued between the first Saturday after Thanksgiving through Christmas Eve for the installation and maintenance of non-electrical holiday decorations.

[g] Only applicable for businesses requiring additional equipment storage during specific holiday timeframes. Permit applies for up to 250

[h] Initial deposits are based on engineer's cost estimate. There is also a minimum fee payable to the City.

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

ENGINEERING AND ENCROACHMENT PERMIT FEES

Activity Description	Fixed Fee	Minimum Fee / Initial Deposit	Charge Basis	Note
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Overview of Fee Structure
Fees may be either fixed fees (i.e. flat fees), or deposits with a minimum fee amount due. When a fee is deposit-based with a minimum fee amount due, the City will collect the initial deposit/minimum fee. The initial deposit amount represents the 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.).

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

AB 939 FEE

Fee Description	Fee	Charge Basis	Note
1 AB 939 Fee	12%	% of gross receipts	

* Fee is included in schedule for reference purposes only. Fee was not examined or updated as part of fee study. Fee should not be updated as part of routine CPI adjustments.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

FIREWORKS STAND PERMIT FEE

Fee Description	Fee	Charge Basis	Note
1 Fireworks Stand Permit Fee	\$300	per application	[a]

[a] See LMC Chapter 8.12.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

FALSE ALARM RESPONSE FEES

Fee Description	Fee	Charge Basis	Note
False Alarm Response			
1 False Alarm Response			
a) First Response	No Charge	each	
b) Second Response	No Charge	each	
c) Third Response	\$100	each	
d) Each Additional Response	\$125	each	

* Based on number of false alarms in a 365 day period.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

PARKING PERMIT FEES

Fee Description	Fee	Charge Basis	Note
Parking Permits			
1 Parking Permit			
a) Recreational Vehicle Parking Permit	\$30	per permit	
b) Trailer and Oversized Vehicle Parking Permit	\$30	per permit	
c) Replacement of Parking Permit	\$30	per permit	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

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	
Convenants, 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	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

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		

City of Lawndale

SCHEDULE OF USER AND REGULATORY FEES

PLANNING AND ENTITLEMENT FEES

Activity Description	Fixed Fee	Initial Deposit	Charge Basis	Note
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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.).

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

VEHICLE RELEASE FEES

Fee Description	Fee	Charge Basis	Note
Vehicle Release 1 Vehicle Release Fee	\$165	each	
Repossessed Vehicle Report Filing Fee 2 Repossessed Vehicle Report Filing Fee	\$15	each	[a]

[a] California Government Code Section 41612.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

YOUTH SPORTS AND DAY CAMP FEES

Activity Description		Resident	Non-Resident	Charge Basis	Note
YOUTH SPORTS FEES					
1	Youth Basketball	\$60	\$85	per season	
2	Youth Soccer	\$60	\$85	per season	
3	Youth Sports Volunteer Coach Discount	50%	50%	per season	
SUMMER DAY CAMP FEES					
1	Summer Day Camp (M - Th)	\$100	\$140	per week	
2	Summer Day Camp Field Trips and Transportation	Actual Cost of field trip plus \$10 Bus Fee	Actual Cost of field trip plus \$10 Bus Fee	per field trip	
REGISTRATION REFUND PROCESSING FEE					
1	Registration Refund Processing Fee (applicable fee for sports programs, camp, class, club, excursion fees, etc.)	\$15	\$15	per refund processed	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

FACILITY RENTAL FEES

Activity Description	Rate	Charge Basis	Deposit	Note
Community Center Rental				
1 Meeting Room				
a) Full Room	\$100	per hour	\$500	
b) Half-Room	\$50	per hour	\$250	
2 Main Event Room				
a) Full Room	\$200	per hour	\$1,000 Security; \$500 Alcohol	
b) Half-Room	\$100	per hour	\$500 Security; \$500 Alcohol	
3 Kitchen Use				
a) Partial Use	\$150	per rental	\$250	
b) Full Use	\$250	per rental	\$500	
4 Stage Use	\$75	per rental	\$250	
5 Staffing	\$25	per hour		
6 Use Fee for Recreation Class Instructors (Any City Class Space)	\$25	per hour	\$0	

* All hourly rental rates are rounded up to the nearest hour. Example 5.25 hour rental pays for six hours.

** Alcohol deposits are in addition to standard security deposits.

*** Depending on the rental requested, security staffing may be required. Costs for security shall be paid to the City by the applicant prior to permit approval.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

FACILITY / FIELD RENTAL FEES

Activity Description	Resident - Non-Profit	Resident - Private	Non-Resident - Non-Profit	Non-Resident - Private	Charge Basis	Deposit	Note
1 Gymnasium	\$30	\$40	\$50	\$60	per hour	\$250	
2 Baseball Fields	\$30	\$40	\$50	\$60	per hour	\$50 per field	
3 Soccer / Football Fields	\$30	\$40	\$50	\$60	per hour	\$50 per field	
4 Track	\$30	\$40	\$50	\$60	per hour	\$50 per field	
5 Snack Bar	\$75	\$100	\$125	\$150	per day	\$500	[a]
6 Park Community Room	\$40	\$45	\$50	\$55	per hour	\$250	
7 Show Wagon Mobile Trailer	\$450	n/a	n/a	n/a	per rental	\$500	[b]

* All hourly rental rates are rounded up to the nearest hour. Example 5.25 hour rental pays for six hours.

** Applicants for non-profit rental rates must meet requirements established by City policy.

[a] Snack bar to be used only with concurrent field(s) permit.

[b] Flat rate for five day rental. Available for pickup and deliver Monday through Thursday only.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

FACILITY RENTAL RESERVATION CANCELLATION FEES

Activity Description	Fee	Charge Basis	Note
Facility/Field Rental Cancellation Fees / Refund Policy			
1 Refund Processing Fee (applies to all refunds processed for facility rentals)	\$15	per refund processed	
2 Cancellation Fee			
a) Cancellation Notice Received Less than 15 days before rental	100% of fees due, no refund provided	per cancellation	
b) Cancellation Notice Received 15-30 days before rental	50% of fees due, 50% refund provided	per cancellation	
c) Cancellation Notice Received 30-days before rental	0% of fees due, 100% refund provided; processing fee still applies	per cancellation	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

FACILITY RENTAL FEES

Activity Description		Rate	Charge Basis	Deposit	Note
1	Community Garden				
	Community Garden				
	a) Lawndale Resident				
	i) Senior	\$25	per year	\$25	
	ii) All Others	\$35	per year	\$25	
	b) Non-Resident	\$50	per year	\$25	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

BLOCK PARTY PERMIT FEES

Fee Description	Fee	Charge Basis	Note
Block Party Permit			
1 Block Party Permit			
a) Permit Fee	\$100	per permit	
b) Special Services Required from City Staff (e.g. on-site support, clean-up, etc.)	Overtime rate - 2 hour minimum	per hour	
c) Refundable Deposit for Use of City Equipment or Special Services Required	\$500	per permit	

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

ADMINISTRATIVE CITATIONS

Activity Description	Fee	Charge Basis	Note
Administrative Citation			
1 Administrative Citation			
a) First Violation	\$100	per violation	
b) Second Violation	\$250	per violation	
c) Third Violation	\$500	per violation	
2 Administrative Citation - Violation of LMC Chapter 8.12 (Fireworks)	\$1000	1st violation	
	\$2000	2nd violation and subsequent violations within a 5 year period	
3 Late Payment Fee for Administrative Citations			
a) First Month Late	50%	% of fine due	
b) Each Additional Month Late	10%	% of fine due	
c) Maximum Late Fees	100%	% of fine due	

* Amounts are included in schedule of user and regulatory fees for reference purposes only. Amounts are fines. See Lawndale Municipal Code Chapter 1.11 - Administrative Citations.

City of Lawndale
SCHEDULE OF USER AND REGULATORY FEES

CANCELLATION OF CITATION LINKED TO DISPLAY OF DISABLED PLACARD

Fee Description	Fee	Charge Basis	Note
1 Administrative Fee for Processing Cancellation of Citation Linked to Display of Disabled Placard	\$25	each	[a]

[a] California Vehicle Code Section 40226.