

Revised: 7-2-06; Resolution 06-86
Revised: 5-12-09; Resolution 09-61 (eff 7-12-09)
Revised: 4-27-10; Resolution 2010-43 (eff 6-27-10)
Revised: 8-14-12; Resolution 2012-123 (eff 10-13-12)
Revised: 2-05-13; Resolution 2013-13 (eff 04-08-13)
Revised: 4-05-16; Resolution 2016-42 (eff 07-01-16)
Revised: 7-13-18; Resolution 2018-102 (eff 10-01-18)
Revised: 5-21-19; Resolution 2019-xx (eff 07-21-19)

PART 140

PUBLIC WORKS

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- Sec. 140.015. Surcharge
- Sec. 140.020. Public Right of Way Encroachment
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- Sec. 140.050. Special Event/Filming on Public Roadways/Road Closure
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- Sec. 140.121. Review of Other Department Permits and Referrals

Sec. 140.010. General

The fees set forth in this Part shall be paid prior to processing the application for the permit or franchise. No such permit, franchise, or other document shall be accepted for filing unless the fees are paid at that time. Fees are either (1) a one-time fixed payment (flat fee), or (2) based on actual cost of staff time utilizing a standard hourly rate for the department which incorporates the overall cost of the County to provide this service (hourly fee). Actual time shall be billed to the nearest half hour after the first hour, and a two (2) hour minimum payment shall be deposited with the application or service request submittal. Further deposits may be required pursuant to the estimated time to process the request for service. Excess fees shall be refunded when the services have been completed. Public Works will provide a reasonable estimate of the cost of service paid by the standard hourly rate prior to the service being provided. All such fees shall be paid to the Public Works Department unless otherwise indicated. No part of any fee shall be refundable unless otherwise indicated. Unless specifically noted, governmental agencies and non-profit organizations are not exempt from these provisions. Additional fees associated with review and inspections may be collected by the Department pursuant to other sections of the Fee Policy Manual. Other fees established by statute shall also be collected by the Department as required. Agencies for which the Department collects fees, not established by this part of the Fee Policy Manual, include the following:

Napa County Division of Planning and Conservation – Policy Manual Part 80
Napa County Division of Environmental Services– Policy Manual Part 110

PART III: FEES

Napa County Division of Engineering Services-Policy Manual Part 75
Napa County Fire Department/Fire Marshal – Policy Manual Part 85
Napa County Counsel – Policy Manual Part 95
Napa County Assessor – Policy Manual Part 40
Napa County Recorder – Policy Manual Part 90
California Department of Fish and Game – Fish & Game Code

Sec. 140.015. Surcharge

In addition to the fees set forth in this Part, a General Plan surcharge of 3.3% shall be added to all fees in this Part, except Sections 140.020(d), 140.053, 140.070(f), 140.081, and 140.110(c).

Sec. 140.020. Public Right of Way Encroachment

	Current Fee	Proposed Fee Effective 7/21/2019
(a) Single Driveway		
(1) Public Works Permit Administration and Review	\$76.00	\$76.00
(2) Public Works Roads Review and Inspection	\$375.00	\$375.00
(b) Larger Road Improvement and Trenching ¹	\$153.00 per hour	\$153.00 per hour
(c) Utilities (Single Location)		
(1) Public Works Permit Administration and Review	\$76.00	\$76.00
(2) Public Works Roads Review and Inspection	\$375.00	\$375.00
(d) Utilities (Multiple Permit Account)	\$5,000.00	\$5,000.00
(e) The multiple permit account for utilities is available for utility providers that may have multiple encroachment permits within the County. A deposit is made and the department will charge against the deposit on a per occurrence rate equal to the flat fee rate of a single location utility encroachment permit.		
(f) If the purpose of the encroachment permit is to repair sidewalks in the county right-of-way no fee will be charged. Any such repair of sidewalks may include removal of tree(s) that are located within the county right-of-way and adjacent to the sidewalk being repaired.		

Sec. 140.025. Transportation

(a) Single Trip Permit	\$16.00	\$16.00
(b) Annual Permit	\$90.00	\$90.00

Sec. 140.050. Special Event/Filming on Public Roadways/Road Closure

¹ This application requires an initial deposit of ~~\$2500~~\$3,000.00 and is then billed on a time and materials basis against said deposit.

PART III: FEES

(a)	Application Processing	\$153.00 per hour	\$153.00 per hour
(b)	Road Preparation	\$729.00	\$729.00
(c)	Cleaning Deposit	\$500.00	\$500.00

Sec. 140.052. Right of Way/Easement Abandonment

Application to Abandon County Right of Way of other Public Easement ²	\$153.00 per hour	\$153.00 per hour
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Sec. 140.053. Parking Permits

Parking Permit Fee	\$22.00	\$22.00
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Sec. 140.070. Land Related Permits

(a)	Lot line adjustments	\$1,666.00	\$1,666.00
(b)	Voluntary parcel merger	\$511.00	\$511.00
(c)	Final subdivision map filing	\$4,848.00	\$4,848.00
(d)	Final parcel map filing	\$4,848.00	\$4,848.00
(e)	Amended final map filing	\$233.00	\$233.00
(f)	Certificate of correction filing	\$16.00 plus \$3.00 each additional page	\$16.00 plus \$3.00 each additional page

Sec. 140.080. Record of Survey Checking

(a)	Record of Survey review	\$737.00	\$737.00
(b)	Lot Line Adjustment and Record of Survey (Bundled)	\$1,847.00	\$1,847.00

Sec. 140.081. Corner Records

Corner Record processing ³	\$10.00 plus \$3.00 each additional page	\$10.00 plus \$3.00 each additional page
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² This application requires an initial deposit of \$~~253,000~~.00 and is then billed on a time and materials basis against said deposit.

³ Business and Professions Code Section 8773.2(e) requires that this fee not exceed the amount required for the recording of a deed. (See Sec 90.012.5(a) of the Napa County Policy Manual Section 90A and GC Section 27631(a).)

Sec. 140.110. Certificates of Compliance

(a)	Expedited Certificate of Compliance	\$315.00	\$315.00
(b)	Unconditional/Conditional-Certificate of Compliance ⁴	\$153.00 per hour	\$153.00 per hour
(c)	Fee for notice and publication costs (amended and conditional certificates)	\$137.00	\$137.00
(d)	Notice of Satisfaction of Conditions	\$275.00	\$275.00

Sec. 140.115. Miscellaneous Services

(a)	Pre Application Fee Conference (Includes one hour of meeting time and one hour of preparation/follow-up)	\$122.00	<u>\$306.00</u>
(b)	<u>Attendance at a Pre-Application Site Visit</u>		<u>\$153.00 per hour</u>
(b c)	Historic Records Search	\$141.00	\$141.00
(e d)	LAFCO Geographic Description Review	\$245.00	\$245.00
(e e)	Consultation, Analysis & Research, and Other Activities Not Covered Elsewhere in This Fee Schedule	\$153.00 per hour	\$153.00 per hour
(f)	<u>Bid Protest Fee</u>		<u>\$875.00</u>

Sec. 140.116. Appeal

Appeal to Board of Supervisors or Planning Commission based on Record or *De Novo*

(a)	Fee paid by appellant to file appeal	\$736.00	<u>\$1,000.00</u>
(b)	These fees are in addition to the fee collected by the Clerk of the Board of Supervisors for filing and processing appeals.		
(c)	<u>For services rendered as a result of an appeal, the Standard Hourly Rate as identified in each division's fee policy will be charged to the project applicant.</u>		<u>Standard Hourly Rate</u>

⁴ This application requires an initial deposit of \$2,53,000.00 and is then billed on a time and materials basis against said deposit.

Sec. 140.120. Temporary Event Permits

Review of Temporary Event Permit	\$41.00	\$41.00
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Sec. 140.121. Review of Other Department Permits and Referrals

(a) Grading Permit	\$153.00 per hour	\$153.00 per hour
(b) Planning Permit Referral: Minor Administrative	\$153.00 per hour	<u>\$77.00</u>
(c) <u>Planning Referral: Site Plan – Standard Approval</u>		<u>\$306.00</u>
(d) <u>Planning Referral: Very Minor Modification</u>		<u>\$198.90</u>
(e) <u>Planning Referral: ZA</u>		<u>\$459.00</u>
(f) <u>Planning Referral: PC/BOS</u>		<u>\$153 per hour</u>
(g) <u>Building Permit – Quick Permit</u>		<u>\$26.00</u>
(h) <u>Building Permit – New Residential</u>		<u>\$93.00</u>
(i) <u>Building Permit – Residential – Alteration/Revision</u>		<u>\$93.00</u>
(j) <u>Building Permit – Commercial – New</u>		<u>\$119.00</u>
(k) <u>Building Permit – Commercial – Alteration/Revision</u>		<u>\$119.00</u>
(l) <u>Building Permit – Solar Install – Ground Mounted</u>		<u>\$26.00</u>
(m) <u>Groundwater Permits</u>		<u>\$153.00</u>
(n) <u>Review of all other applications referred from any other Division or Department</u>		<u>\$153.00 per hour</u>