

RESOLUTION NO. 2026-47

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONROVIA, CALIFORNIA, UPDATING THE SCHEDULE
OF FEES AND CHARGES FOR SERVICES FOR THE
FISCAL YEAR 2026-2027**

THE CITY COUNCIL OF THE CITY OF MONROVIA DOES hereby resolve as follows:

WHEREAS, the City of Monrovia has conducted an analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIII B of the California Constitution and limit the growth of fees and charges for the use of regulation, products, and services; and

WHEREAS, the City desires to establish a policy of recovering the full costs reasonably borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

WHEREAS, Chapter 3.46 of the Monrovia Municipal Code establishes the City's policy as to the recovery of costs reasonably borne by the City and provides the City Council the authority and methodology for determining the amounts of costs reasonably borne to be recovered from users of City regulation, products and services and directing staff as to the methodology for implementing new fees and charges.; and

WHEREAS, it is the intent of the City Council to update the schedule of fees and charges to include updates to Building, Planning, Engineering, and Fire plan check and inspection fees based on the City's budgeted and determination of projected costs reasonably borne for the Fiscal Year (FY) 2026-2027; and

WHEREAS, all requirements of California Government Code Sections 6062a, 66016 and 66018 and other applicable laws are hereby found to have been complied with.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROVIA DOES hereby resolve, determine, and order as follows:

SECTION 1. FEE SCHEDULE AMENDMENT. The changes to the schedule of fees and charges for Fiscal Year 2026-2027, attached hereto as Exhibit A and incorporated herein by this reference, are hereby adopted and directed to be kept on file with the City Clerk's office and incorporated within the FY 2026-2027 budget. Said fees and charges are hereby directed to be computed by and applied by the various City departments, and to be collected by the City's Administrative Services Department for the herein listed special regulation, products and services when provided by the City or its designated contractors.

SECTION 2. SEPARATE FEE FOR EACH SERVICE. All fees set by this Resolution are for each identified service; additional fees shall be required for each additional service that is requested or required. Where fees are indicated on a per unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

- (a) Definitions and implementation procedures regarding the fees set forth herein shall be as stipulated in Chapter 3.46 of the Monrovia Municipal Code, as the same may be amended from time to time.
- (b) Percentage of costs reasonably borne to be recovered shall be as described in the schedule of fees and charges, and may be amended from time to time by Resolution of the City Council.
- (c) The schedule of frequency of reviews or adjustments of the fees and charges provided for in this Chapter may be varied by the City Manager when deemed necessary by the City Manager or ordered by the City Council.
- (d) Public Works Accounting, Deposits and Refunds Procedures
 - An accounting shall be maintained by the Engineering Division to track actual costs of plan checking and inspection for major improvement projects and for grading projects.
 - Actual costs for Engineering Division services will be calculated by hours expended for plan checking or inspection times the employees' fully burdened hourly rate.
 - Whenever costs of plan checking or inspections exceed initial deposits or subsequent deposits, the applicant shall increase the amount of the deposits to provide for estimated costs to complete the plan checking or inspection services.
 - Applicant shall pay for all costs before plans being checked are approved or construction being inspected is approved.
 - Whenever the deposits exceed costs of plan checking or inspection, the applicant may request a refund of the amount of deposit exceeding costs. If no such request is made within one year after plans are approved or construction is completed and accepted, the surplus deposit will be considered non-refundable.
- (e) Cost of Emergency Response
 - Pursuant to Article 8 of Title 5, Division 3, Part 1, Chapter 1 of the California Government Code commencing at Section 53150, and Monrovia Municipal Code Section 9.45.030, the City of Monrovia may recover costs of emergency responses to incidents caused by persons under the influence of an alcoholic beverage or drug, or both.

SECTION 3. BASIS OF CHARGES. The City Council finds and determines that the charges imposed by this Resolution are necessary to cover the costs of providing the

specified services, and that such charges do not exceed the reasonable costs of providing said services.

SECTION 4. INTERPRETATIONS. This Resolution may be interpreted by the City Manager in consultation with the City department heads. Should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

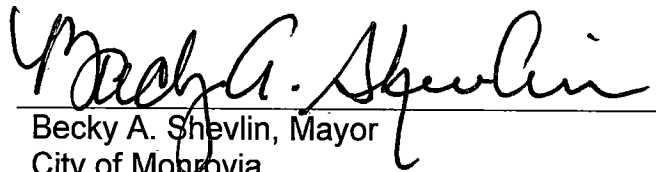
SECTION 5. WAIVER OF PERMIT FEES AND CHARGES. The City Council may, on a case-by-case basis, grant a waiver of payment of all or a portion of the fees established by this Resolution when it determines that it is in the public interest to do so.

SECTION 6. REPEALER. Resolutions and other prior actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

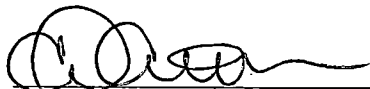
SECTION 7. SEVERABILITY. If any portion of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions and all other portions shall remain in full force and effect. The City Council declares that it would have adopted this Resolution and each section or portion thereof irrespective of the validity of any other section or portion.

SECTION 8. EFFECTIVE DATE. All fees and charges adopted pursuant to this Resolution become effective thirty (30) days following adoption of this Resolution, except for building and planning fees which will be effective sixty (60) days following adoption of this Resolution. All City fees and charges shall be subject to the terms and conditions of Chapter 3.46 of the Monrovia Municipal Code.

PASSED, APPROVED AND ADOPTED this 7th day of July, 2026.


Becky A. Shevlin, Mayor
City of Monrovia

ATTEST:


Alice D. Atkins, MMC, City Clerk
City of Monrovia

APPROVED AS TO FORM:


Chelsea A. Straus, Assistant City Attorney
City of Monrovia

EXHIBIT A

Changes to Schedule of Fees and Charges Fiscal Year 2026-2027

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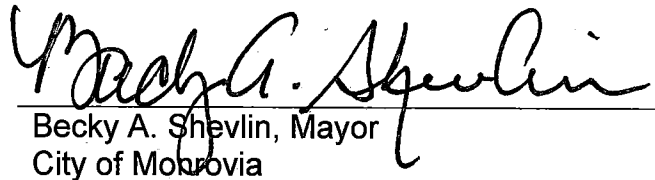
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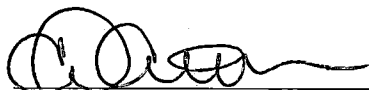
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Changes to Schedule of Fees and Charges Fiscal Year 2026-2027

CITY OF MONROVIA
PROPOSED SCHEDULE OF FEES & CHARGES CHANGES - FISCAL YEAR 2026-2027

ATTACHMENT A

Department #	Service Description	2025-26 Fees	2026-27 Cost	2026-27 Proposed Fees	Cost Recovery %	Comments
COMMUNITY DEVELOPMENT DEPARTMENT						
	<u>BUILDING DIVISION</u>					
1	Minor Permits - Tier 1					
	<u>Building:</u> Drywall repair, Roof repairs (less than 120 sq. ft.), Fences, Misc.	113.00	117.27	117.00	100%	
	<u>Mechanical:</u> Wall furnace, HVAC Ductless Mini-split Systems, Window/Wall A/C unit, Misc.	113.00	117.27	117.00	100%	
	<u>Electrical:</u> Light Outlets/Receptacles/Switches (per unit), Fixtures (per unit), Generators/Motors up to 150kw/75hp, Appliance Circuits (per unit), Electric Vehicle Charging Station (Level 1 and 2), House Rewire (per unit), Miscellaneous.	113.00	117.27	117.00	100%	
	<u>Plumbing:</u> Gas pipe installation/modification, Water Heater Replacement, Water Service (new or replacement), Backflow/vacuum breaker, Lawn sprinkler system, Condensate line, Roof drains, Residential Sewer Replacement.	113.00	117.27	117.00	100%	
2	Minor Permits - Tier 2					
	<u>Building:</u> Residential Garage re-roof only. Repair/renovation/alteration of existing pool/spa (Re-plaster with no gunite removal), Residential bathroom remodel (no movement of walls, interior work only), Residential kitchen remodel (no movement of walls, interior work only), Residential seismic retrofits (per LADBS Standard Plan), Siding replacement (less than 10% of any wall larger than 100 sq ft), Window retrofits like for like (base fee plus \$20 per/window), Block Walls per City Standard Plan (not located on hillside), Residential Solar PV System (Per toolkit).	213.00	221.09	221.00	100%	
	<u>Mechanical:</u> Residential HVAC change out.	213.00	221.09	221.00	100%	
	<u>Electrical:</u> Electrical Service Replacement (Same amp), Residential Service Upgrade (200 amps or less), Temporary Power (per project), Battery Storage Systems.	213.00	221.09	221.00	100%	
	<u>Plumbing:</u> Commercial/mixed-use sewer replacement.	213.00	221.09	221.00	100%	
3	Minor Permits - Tier 3					
	<u>Building:</u> Accessory structures (i.e. storage sheds, uncovered decks, gazebos <500 sq ft), Single family residential re-roof, Antennas, Commercial signs (w/electrical), Awnings, Commercial Solar PV System.	314.00	325.03	325.00	100%	
	<u>Mechanical:</u> Commercial rooftop HVAC replacement (<400 lbs).	314.00	325.03	325.00	100%	
	<u>Electrical:</u> Residential Service 400 amp or greater, Electric Vehicle Charging Station (Level 3 and up)	314.00	325.03	325.00	100%	
4	Moderate Permits - Tier 1					
	<u>Building:</u> Single story covered porches, decks, patios <500 sq ft, Commercial reroof (non-structural), New spa/hot tub, Retaining walls within City Standard Plan (not located on hillside).	471.00	488.70	488.00	100%	
	<u>Mechanical:</u> Commercial rooftop HVAC replacement (>400 lbs), Type 1 & 2 hoods (replacement).	471.00	488.70	488.00	100%	
5	Moderate Permits - Tier 2					
	<u>Building:</u> New residential pools not located on a hillside, Sunroom/screened-rooms <500 sq ft	948.00	979.23	979.00	100%	
6	Moderate Permits - Tier 3					
	<u>Building:</u> Accessory Dwelling Unit (ADU) <500 sq ft (Garage Conversions only).	1,182.00	1,199.71	1,199.00	100%	
7	Major Mechanical, Electrical & Plumbing (MEP) Permits	\$172.50 per unit or \$.03 per square foot, whichever is greater	184.36	\$178.00 per unit or \$.03 per square foot, whichever is greater	97%	

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COMMUNITY DEVELOPMENT DEPARTMENT						
8	Major Building Permits/Plan Revision Checking - Based on Valuation:					
	\$1 - \$500	47.18	Varies	48.88	100%	\$48.88 - Base Fee for first \$500
	\$501 - \$2,000	47.19 - 150.35	Varies	48.89 - 155.16	100%	\$48.89, plus \$7.09 for each add'l \$100, or fraction thereof
	\$2,001 - \$25,000	150.36 - 677.57	Varies	155.17 - 699.25	100%	\$155.17, plus \$23.65 for each add'l \$1000, or fraction thereof
	\$25,001 - \$50,000	677.58 - 1,124.22	Varies	699.26 - 1,160.19	100%	\$699.26, plus \$18.43 for each add'l \$1000, or fraction thereof
	\$50,001 - \$100,000	1,124.23 - 1,731.01	Varies	1,160.20 - 1,786.40	100%	\$1,160.20, plus \$12.52 for each add'l \$1000, or fraction thereof
	\$100,001 - \$500,000	1,731.02 - 5,506.56	Varies	1,786.41 - 5,682.76	100%	\$1,786.41, plus \$9.74 for each add'l \$1000, or fraction thereof
	\$500,001 - \$1,000,000	5,506.57 - 10,057.43	Varies	5,682.77 - 10,379.26	100%	\$5,682.77, plus \$9.39 for each add'l \$1000, or fraction thereof
	\$1,000,001 - Up	10,057.44 - 41,070.83	Varies	10,379.27 - 42,385.09	100%	\$10,379.27, plus \$7.99 for each add'l \$1000, or fraction thereof
9	Special Housing Inspections	309.00	359.17	318.00	99%	
10	AB 2533 Housing Inspection	338.00	346.81	346.00	100%	Building Inspection pursuant to AB 2533.
11	Building Plan Check:					
	Regular Plan Reviews - Building Permits	100% of bldg permit fee	Varies	100% of bldg permit fee	100%	
	Regular Plan Reviews - All Other Permits	50% of bldg permit fee	Varies	50% of bldg permit fee	100%	
	Fast Track	150% of bldg permit fee	Varies	150% of bldg permit fee	100%	
	Miscellaneous Plan Review	256.00	265.28	264.00	100%	
	Alternative Materials or Methods of Construction Request	291.00	301.20	300.00	100%	
	Building Site Plan Review Fee	300.00	315.01	309.00	98%	Review for pre-approved ADU plans.
12	Miscellaneous Building Inspection and Fees:					
	Re-Inspection fees	166.00	172.42	171.00	99%	
	Inspection Outside of Business Hours	568.00	587.28	586.00	100%	
	Inspections where no fee is specified (per hour)	172.00	Varies	177.00	100%	
	Add'l Plan Review due to changes-Staff (per hour)	144.00	Varies	148.00	100%	After 3 rechecks
	Add'l Plan Review due to changes (contracted out)	Actual Cost	Varies	Actual Cost	100%	After 3 rechecks, done by consultant
	Processing of request to duplicate official copy of plans	54.00	57.03	55.00	96%	
	Scanning of plans & calculations:					
	Plans, per sheet calculations	4.00	5.71	4.00	70%	
	8 1/2" x 11" or 8 1/2" x 14", per sheet	2.00	2.14	2.00	93%	
	Scanning of permits and letters	12.00	12.88	12.00	93%	
13	Building Inspection	Actual Cost	Varies	Actual Cost	100%	Cost reflects an average for this cost center
	<u>Other Miscellaneous Permit Fees</u>					
14	Permit Renewal	65.00	67.17	67.00	100%	
15	Plan Review/Permit Extension	33.00	34.13	34.00	100%	
16	Work Without Permit - TBD	168.00	172.42	171.00	99%	Penalty related fee, Title 15 MMC.

CITY OF MONROVIA
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COMMUNITY DEVELOPMENT DEPARTMENT						
17	Duplicate Permit Card	28.00	34.13	28.00	82%	
18	Miscellaneous Permits (For work otherwise not specified)	158.00	163.37	163.00	100%	
	<u>Certificate of Occupancy Fees</u>					
19	Temporary Certificate of Occupancy (1st time)	568.00	587.19	588.00	100%	
20	Temporary Certificate of Occupancy (1st Extension)	1,137.00	1,174.39	1,173.00	100%	
21	Temporary Certificate of Occupancy (Second Extension)	1,137.00	1,174.39	1,173.00	100%	
22	Duplicate Copy of Certificate of Occupancy	33.00	34.13	34.00	100%	
23	Technology Cost Recovery Fee	8.00	Varies	10.00	N/A	
	State Seismic Fee (SMIP) - Category 1	Varies	Varies	Varies	N/A	Pass through fees based on rates and calculations set by State of California Department of Conservation.
	State Seismic Fee (SMIP) - Category 2	Varies	Varies	Varies	N/A	Pass through fees based on rates and calculations set by State of California Department of Conservation.
	State Building Standards Special Revolving Fund Fee	Varies	Varies	Varies	N/A	Pass through fees based on rates and calculations set by California Building Standards Commission.
	<u>PLANNING DIVISION</u>					
24	Neighborhood Compatibility Design Review					
	Level 1: SFR Addition - rear, single story	211.00	217.97	217.00	100%	
	Level 2: SFR Addition - front, single story	406.00	419.13	418.00	100%	
	Level 3: SFR New - single story	1,325.00	1,367.89	1,367.00	100%	
	Level 4: SFR Addition - 2-story to 2-story	1,300.00	1,361.36	1,341.00	99%	
	Level 5: SFR Addition - single story to 2-story	2,125.00	2,193.00	2,193.00	100%	
	Level 6: SFR New - 2-story	2,500.00	2,581.03	2,580.00	100%	
	Multifamily Zoning Compliance	3,500.00	3,676.28	3,612.00	98%	
25	Development Review Committee (DRC) Fees					
	DRC Advisory Review (recommendation to PC)	604.00	1,082.28	623.00	57%	
	DRC Design Review (decision)	1,595.00	1,646.17	1,646.00	100%	
	DRC Sign Review - Face Change	200.00	234.14	206.00	88%	
	DRC Sign Review - New	245.00	257.83	252.00	98%	
	DRC Sign Review - Master Sign	696.00	718.36	718.00	100%	
	DRC - Major Determination (non single family residential)	765.00	794.27	789.00	99%	
	DRC - Minor Determination (single family residential)	386.00	399.26	388.00	100%	
	DRC - Miscellaneous Review	326.00	336.67	336.00	100%	
	Minor Conditional Use Permit Review (DRC)	861.00	1,447.71	888.00	61%	Amendment 50% of fee
	Minor Exception (DRC)	725.00	749.09	748.00	100%	
	Minor Exception (DRC) - Fences and Walls	500.00	529.41	516.00	97%	50% of Minor Exception Fee
	Oak Tree Permit	240.00	252.18	247.00	98%	Fee waived if arborist report submitted

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COMMUNITY DEVELOPMENT DEPARTMENT						
26	Development-Related Pass-Through Charges	Actual Cost+ 15%	Varies	Actual Cost+ 15%	100%	Legal fees related to Development projects. 15% Admin Fee.
27	Planning Commission					
	Conditional Use Permit (CUP) Review - New Construction	4,300.00	4,437.60	4,437.00	100%	Plus \$0.06 per SF over 50,000 SF (non-residential), plus \$210 per unit (residential) when no subdivision map requested. Amendment 50% of fee
	Conditional Use Permit (CUP) Review - Use only	3,000.00	3,132.86	3,096.00	99%	Amendment 50% of fee
	Hillside Development Permit Review	10,180.00	11,870.67	10,505.00	88%	
	Variance Review	2,479.00	2,579.24	2,558.00	99%	
28	Subdivision					
	Tentative Parcel / Vesting Parcel Map Review	3,612.00	3,739.64	3,727.00	100%	Plus \$210 per unit; amendment 50% of fee (base + per unit)
	Tentative Tract / Vesting Tract Map Review	4,746.00	4,934.84	4,897.00	98%	Plus \$210 per unit; amendment 50% of fee (base + per unit)
	Lot Line Adjustment (DRC)	1,173.00	1,211.50	1,210.00	100%	
29	General Plan/Specific Plan					
	General Plan/Zoning Amendment	7,024.00	7,371.66	7,248.00	98%	Map amendments only - 50% of base fee
	Specific Plan	8,677.00	9,211.18	8,954.00	97%	Amendment, 50% of original fee
30	Wireless Facility (WF)					
	WF - Minor CUP	6,237.00	6,437.05	6,436.00	100%	
	WF - Major CUP	10,388.00	10,721.87	10,720.00	100%	
	WF -Exception	2,648.00	2,734.12	2,732.00	100%	
	Administrative Review	1,953.00	2,016.40	2,015.00	100%	
31	CEQA / Environmental					
	Notice of Exemption (NOE)	42.00	44.54	43.00	97%	NOE Prep (Recordation by Applicant)
	Exemption / Initial Study / Negative / Mitigated Negative Declaration / EIR (by City)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	City contracts for CEQA document prep and charges cost + 15%
	Negative / Mitigated Negative Declaration / EIR (by Applicant)	8,708.00	8,987.86	8,986.00	100%	Revised to include Exemption, Initial Study and EIR
	Exemption / Initial Study / Negative / Mitigated Negative Declaration / EIR (by Applicant)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	Consultant Cost + 15%. Finance Sends Invoice (Third Party Billing)
	Mitigation Monitoring (by City)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	Consultant Cost + 15%
	Technical Review (3rd party)	Consultant cost + 15%	Varies	Consultant cost + 15%	100%	Consultant Cost + 15%. Finance Sends Invoice (Third Party Billing)
32	Appeals/Miscellaneous Planning Fees					
	Appeal of Development Review Committee (DRC) Decision	180.00	2,731.87	185.00	7%	Plus public hearing fee
	Appeal of Planning Commission / Historic Preservation Commission Decision	180.00	1,823.02	185.00	10%	Plus public hearing fee
	Time Extension Review (non-HP)	516.00	720.77	532.00	74%	

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PROPOSED SCHEDULE OF FEES & CHARGES CHANGES - FISCAL YEAR 2026-2027

ATTACHMENT A

Department #	Service Description	2025-26 Fees	2026-27 Cost	2026-27 Proposed Fees	Cost Recovery %	Comments
COMMUNITY DEVELOPMENT DEPARTMENT						
33	Administrative					
	Temporary Banner Review	9.00	16.69	9.00	54%	
	Change of Address - Non Single Family	325.00	372.79	335.00	90%	
	Change of Address - Single Family	161.00	186.39	166.00	89%	50% of Change of Address - Non-Single Family Fee
	Conditions, Covenants, and Restrictions (CCR) Review	525.00	555.56	541.00	97%	
	Covenant Preparation - Residential Unit	284.00	331.34	293.00	88%	
	Covenant Preparation - Non-residential Unit	619.00	857.38	638.00	74%	
	Landscape Plan Check	474.00	490.10	489.00	100%	
	Pre-application review	4,600.00	4,762.07	4,747.00	100%	Fee will be credited toward entitlement fees
	Plan Check of Building Plans	15% of permit fee	15% of permit fee	15% of permit fee	100%	15% of permit fee for all building permits
	Window/Awning Sign Permit	30.00	33.38	30.00	90%	
	Zoning Research Letter - Standard	200.00	206.63	206.00	99%	
	Zoning Research Letter - Non-Standard	487.00	502.79	502.00	100%	
	Reasonable Accommodation	660.00	666.65	661.00	99%	
	Administrative Determinations	301.00	700.12	310.00	44%	
34	Historic Preservation					
	Historic Preservation - Cert. Appropriateness	322.00	971.49	332.00	34%	
	Historic Preservation - Historic Landmark Designation	645.00	2,031.86	665.00	33%	Plus publication fee
	Historic Preservation - Historic District Designation	128 + 210 per home	17,939.00	132 + 216 per home	N/A	\$132 fee, plus # of homes in district x \$216
	Historic Preservation - HCD Design Review	1,088.00	1,668.64	1,122.00	86%	Non-structural - 50% of base fee
	Historic Preservation - Historic Assessment Exemption	400.00	1,286.66	412.00	32%	
	Historic Preservation - Historic Assessment Review	100.00	677.48	103.00	15%	
	Historic Preservation - Mills Act Contract	1,184.00	1,576.93	1,221.00	77%	
	Historic Preservation - Mills Act Contract Time Extension	322.00	372.62	332.00	89%	
	Historic Preservation - Miscellaneous Review	122.00	784.89	125.00	16%	
35	Noticing					
	Publication Fee	620.00	643.73	639.00	99%	Based on average cost provided by City Clerk
	Property Owner List Preparation	270.00	282.73	278.00	98%	
	Development Sign	Actual Cost	Actual Cost	Actual Cost	100%	
36	Surcharge					
	Technology Cost Recovery Fee	8.00	Varies	10.00	N/A	
	Historic Preservation Surcharge	3.00	7.87	3.00	38%	
	General Plan Maintenance	15% of bldg & plan check fees	Varies	15% of bldg & plan check fees	N/A	15% of Building Plan Check Fee and 15% of Building Permit Fee

CITY OF MONROVIA
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ATTACHMENT A

Department #	Service Description	2025-26 Fees	2026-27 Cost	2026-27 Proposed Fees	Cost Recovery %	Comments
COMMUNITY DEVELOPMENT DEPARTMENT						
37	Mining					
	Surface Mining Permit	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Surface Mining Reclamation Plan	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Surface Mining Financial Assurances	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Surface Mining Interim Mgmt Plan	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
38	Small Cell Wireless Collocation Facilities					
	Application for 1-5 installations	576.00	1,106.02	594.00	54%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	Application for each additional installation	114.00	458.54	117.00	26%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	New Pole for SWF	1,152.00	1,199.59	1,188.00	99%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
	SWF Annual Row Access Fee	309.00	517.52	318.00	61%	Safe Harbor Fee established by FCC "2018 Ruling and Order"
39	Cumulative Entitlement Collection Fee	Actual Cost	Varies	Actual Cost	100%	100% Main Request (highest fee), 50% Additional Requests. Fee applicable only to Subdivisions (Tentative Parcel and Tract Maps), Major Conditional Use Permits, Hillside Development, Major Variances, and Specific Plans.
40	Entitlement Amendment Fee	50% of Full Entitlement Fee	Varies	50% of Full Entitlement Fee	100%	Amendment Fee applies to Subdivisions (Tentative Parcel and Tract Maps), Major Conditional Use Permits, Major Variances, Hillside Development Permits, and Specific Plans.
41	Preliminary Application (SB 330)	1,157.00	1,195.78	1,184.00	100%	

CITY OF MONROVIA
PROPOSED SCHEDULE OF FEES & CHARGES CHANGES - FISCAL YEAR 2026-2027

ATTACHMENT A

Department #	Service Description	2025-26 Fees	2025-27 Cost	2025-27 Proposed Fees	Cost Recovery %	Comments
FIRE DEPARTMENT						
1	Fire and Life Safety System Plan Check/Inspection	\$320 + \$21.78 per device	\$330 + \$22.47 per device	\$330 + \$22.47 per device	100%	Flat rate which includes fully burdened hourly rate for review and inspection plus \$22.47 per device (sprinkler heads, smoke detectors, etc.)
2	Plan Check and Inspection Fees:					
	Single Family Residential Site	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Multi-Dwelling Site Field Review (½ hour min)	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Commercial/Industrial Site Field Review (½ hour min)	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Inspections outside of Normal Business Hours (3 hr min)	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Inspections where no fee is specified (½ hour min)	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Add'l Plan Review/Insp required by changes/additions	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate and/or consultant hourly rate
	Additional Plan Review/Inspection Revisions	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate and/or consultant hourly rate
	Outside Consultant Plan Review Fee	Actual Cost	Varies	Actual Cost	100%	Consultant Fee
	Division Consultation Fees-not otherwise stated (½ hr min)	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Reinspections after 2nd inspections	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Commercial Building & Site Plan Check	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate
	Commercial building construction & inspection	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate, 154% deposit required
	Processing of request to duplicate official copy of plans	55.00	57.03	56.00	100%	
	Optical scanning of plans and calculations	Actual Cost	Varies	Actual Cost	100%	
	Failure to Obtain Fire Permit	874.00	695.76	695.00	100%	Plus fully burdened rate

CITY OF MONROVIA
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Department #	Service Description	2025-26 Fees	2026-27 Cost	2026-27 Proposed Fees	Cost Recovery %	Comments
PUBLIC WORKS DEPARTMENT - ENGINEERING						
1	Grading Plan Check - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
2	Grading Plan Check - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
3	Grading Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
4	Grading Inspection - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
5	Grading Inspection - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
6	Grading Inspection - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
7	Public Improvement Plan Check - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
8	Public Improvement Plan Check - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
9	Public Improvement Plan Check - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
10	Public Improvement Inspection - Residential	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
11	Public Improvement Inspection - Commercial < 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
12	Public Improvement Inspection - Commercial >= 2 Acres	3% Est. Const Cost	Varies	3% Est. Const Cost	100%	
13	Street Vacation Processing	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	15% administrative cost
14	Final Maps (Parcel Map and Tract Map)	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	15% administrative cost. Deposit Required = \$1500
15	Lot Line Adjustment	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	15% administrative cost. Deposit Required = \$1000
16	Technical Services Fee	Actual Cost plus 15%	Varies	Actual Cost plus 15%	100%	Cover the cost of outside technical services utilized in the process of reviewing on-site and off-site development plans. The fee includes the actual costs incurred by outside consultants plus 15% to cover costs to coordinate/manage consultants.
17	Public Works Construction Permits:					
	Driveway Inspection Fee	483.00	501.23	498.00	99%	Each additional inspection charge \$126.00 per hour (the averaged hourly rate of two contracted consulting firms).
	Sidewalk Inspection Fee (per 300 sq. ft.)	527.00	548.10	543.00	99%	Plus \$0.25 per square foot (over 300). Each additional inspection charge \$126.00 per hour (the averaged hourly rate of two contracted consulting firms).
	Street Excavation Inspection Fee (per 50 sq. ft.)	617.00	641.85	636.00	99%	Plus \$2.00 per square foot (over 50). Each additional inspection charge \$126.00 per hour (the averaged hourly rate of two contracted consulting firms).
	Sewer Wye Inspection Fee	380.00	394.52	392.00	99%	Each additional inspection charge \$126.00 per hour (the averaged hourly rate of two contracted consulting firms).
	Curb and Gutter Inspection Fee (per 50 linear ft.)	527.00	548.10	543.00	99%	Plus \$1.50 per square foot (over 50). Each additional inspection charge \$126.00 per hour (the averaged hourly rate of two contracted consulting firms).
	Curb Drain Inspection Fee	347.00	360.61	358.00	99%	Each additional inspection charge \$126.00 per hour (the averaged hourly rate of two contracted consulting firms).
	ADA Curb Ramp Inspection Fee	435.00	450.76	448.00	99%	
18	Additional Inspection Fee	122.50	126.42	126.00	100%	For any additional permit inspections beyond the three inspections that are included as part of any Construction or Encroachment permit. Fee assessed on a per hour basis.
19	After-Hours Inspection Fee	735.00	758.52	758.00	100%	Inspections performed on nights or weekends.
20	Slurry Seal Reconstruction (per sq. ft.)	Actual Cost	Varies	Actual Cost	100%	
21	Encroachment Permit	460.00	475.32	474.00	100%	
22	Encroachment Permit Extension	161.00	168.75	166.00	98%	Extends Encroachment Permit for 45 days.

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PUBLIC WORKS DEPARTMENT - ENGINEERING						
23	Encroachment Permit - Non-Emergency After-the-Fact	850.00	886.19	877.00	99%	Encroachment work performed without permits require more review after-the-fact.
24	Traffic Control:					
	Traffic Control Plan Review Fee	114.00	118.95	117.00	98%	
	Lane Closure and Traffic Control Inspection Fee	122.50	126.42	126.00	100%	
25	Wide, Overweight, Overlong Load Review					
	Single Trip	16.00	22.92	16.00	70%	Fee set by Caltrans
26	Storm Drainage Maintenance: (Monthly Fees)					
	Residential	1.68	2.59	1.68	65%	
	Multiple Dwellings	1.68	2.59	1.68	65%	For 1st unit, plus \$1.25 for each add'l unit
	Trailer Park	2.55	3.92	2.55	65%	For 1st space, plus \$1.92 for each add'l space
	Lifeline	1.51	2.59	1.51	58%	
	Cemetery/Horticultural Facilities	2.70	4.15	2.70	65%	
	Public Facilities	10.70	16.53	10.70	65%	
	Motels, Hotels, Commercial, Churches, Church Schools	2.70	4.15	2.70	65%	For 1st unit, plus \$2.02 for each add'l unit
	Industrial	3.13	4.80	3.13	65%	
27	Park & Street Tree Maintenance (LLMD)	Assessment	Varies	Assessment	N/A	Confirmed by annual Public Hearing
28	Median & Parkway Maintenance (LLMD)	Assessment	Varies	Assessment	N/A	Confirmed by annual Public Hearing
29	Street Lighting Maintenance (LLMD)	Assessment	Varies	Assessment	N/A	Confirmed by annual Public Hearing
30	Gold Hills Landscape Assessment (LLMD)	Assessment	Varies	Assessment	N/A	Confirmed by annual Public Hearing
31	Park Maintenance Assessment (PMD)	Assessment	Varies	Assessment	N/A	Confirmed by annual Public Hearing
32	Damage To City Property Repair	Actual Cost	Varies	Actual Cost	100%	Fully burdened hourly rate, plus materials
33	Street Sweeping: (Monthly Fees)					
	Residential	1.30	2.23	1.30	58%	
	Commercial, Cemeteries, and Public Facilities	2.37	4.10	2.37	58%	For 1st unit, plus \$1.42 for each add'l unit
	Multiple Dwellings	1.30	2.23	1.30	58%	For 1st unit, plus \$0.84 for each add'l unit
	Trailer Park	1.30	2.23	1.30	58%	For 1st space, plus \$0.84 for each add'l space
	Industrial	1.75	3.04	1.75	58%	For 1st unit, plus \$1.16 for each add'l unit
	Lifeline	1.17	2.31	1.17	51%	
34	Building Departmental Review Process	334.00	348.40	344.00	99%	The fee includes 0.5 hr for utility research, 2 hr for plan check, 0.5 hr for site visit & 0.5 hr for letter to Bldg. Dept.
35	Encroachment License - Ground Monitoring Well	0.00	3,084.95	0.00	0%	Fee includes two inspections per month
36	Encroachment License	0.00	975.49	0.00	0%	
37	Engineering - Technology Cost Recovery Fee	7.00	Varies	7.00	N/A	

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) §
CITY OF MONROVIA)

I, ALICE D. ATKINS, MMC, City Clerk of the City of Monrovia, California, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2026-47; it was duly adopted and passed at a regular meeting of the Monrovia City Council on the 7th day of July, 2026, by the following vote:

AYES: Councilmembers Belden, Dr. Kelly, Spicer, Mayor Pro Tem Jimenez, Mayor Shevlin

NOES:

ABSTAIN:

ABSENT:

ATTEST:

A handwritten signature in black ink, appearing to read 'Alice D. Atkins', is written over a horizontal line.

Alice D. Atkins, MMC, City Clerk
City of Monrovia