Dayton Legal Blank, Inc. Form No. 30043

Ordinance No. 76-15 Passed _____, 20____

AN ORDINANCE AMENDING CHAPTER 35 OF THE CODIFIED ORDINANCES TO REVISE THE SCHEDULE OF FEES AND SERVICE CHARGES FOR CITY OF DUBLIN SERVICES

WHEREAS, the City of Dublin, Ohio has conducted an analysis of its services, the full costs of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for the services; and

WHEREAS, based on this analysis, cost analysis worksheets have been prepared; and

WHEREAS, the specific fees to be charged for City-provided services must be adopted by the City Council.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Dublin, State of Ohio, 7 of the elected members concurring:

Section 1. Chapter 35 of the Codified Ordinance of Dublin, Ohio is hereby amended to read as follows:

Chapter 35
FEE AND SERVICE CHARGE REVENUE/COST COMPARISON SYSTEM AND FEES

Section 35.80 "Full Costs" Defined
For the purpose of this subchapter, the following definition shall apply unless the context clearly indicates or requires a different meaning. "Full Costs" includes the following elements:

(1) All applicable direct costs including, but not limited to salaries, wages, overtime, employee fringe benefits, services and supplies, maintenance and operating expenses, contracted services, special supplies, and any other direct expense incurred.

(2) All applicable indirect costs including, but not restricted to, building maintenance and operations, equipment maintenance and operations, communications expenses, computer costs, printing and reproduction, vehicle expenses, insurance, debt service, and like expenses when distributed on an accounted and documented rational pro-ration system.

(3) Fixed asset recovery expenses, consisting of depreciation of fixed assets, divided by the approximate life expectancy of the fixed asset.

(4) General overhead, expressed as a percentage, distributing and charging the expenses of the City Council, including the Clerk of Council, Department of Law, City Manager, Accounting and Auditing, Taxation, Procurement, Information Technology, Economic Development, Human Resources and City promotional programs, and all other staff and support service provided to the entire City organization. Overhead shall be prorated between tax-financed services and fee-financed services on the basis of said percentage so that each tax-financed service and fee-financed service shall proportionately defray such overhead costs.

(5) Departmental overhead, expressed as a percentage, distributing and charging the cost of each department head and his or her supporting expenses as identified in subsections 1, 2, 3, and 6 of this Section.

(6) Debt service costs, including the payment of interest, and trustee fees and administrative expenses of all applicable bond, certificate, or securities issues or loans of whatever nature or kind.

(7) The "full costs," in most instances, will be rounded to the nearest five or ten dollars, with the actual fee established by the ordinance establishing a schedule of fees and charges for City services.

Section 35.81 Findings and Intent

(a) It is the intent of the City Council to ascertain and recover the specified percentages of full costs from fees, charges, and regulatory license fees levied in providing the regulation, products, or services set forth in this Chapter.

(b) The fee and service charge revenue/cost comparison system set forth in this Chapter provides a mechanism for ensuring that fees adopted by the City for services rendered do not exceed the reasonable estimated cost for providing the services, unless otherwise noted.

(c) It is the intent of the City Council to achieve a more equitable and fair mix for financing services set forth in this Chapter in order to reduce or eliminate subsidizing these services with general tax revenue; thereby, allowing those general tax revenues to be used for general services, including infrastructure maintenance and replacement.

Section 35.82 Delegation of Authority and Direction to the City Manager

(a) The City Manager is hereby delegated the authority and directed to provide documents to the City Council to implement its policy to adjust fees and charges to recover the percentage of full costs as established in this Chapter.

(b) "Full costs" shall be as defined in Section 35.80. In adjusting fees and charges, the City Manager shall act in an administrative and ministerial capacity and shall consider only the standards and criteria established by this Chapter and the applicable State laws.

Section 35.83 Schedule of Fees and Service Charges

(a) The City Manager, Director of Finance, and each City department head, under the direction of the City Manager, shall review annually the fees and service charges listed in Appendix A- Schedule of Fees and Service Charges, and provide an adjusted fee or charge schedule to the City Council for its consideration so as to recover the listed percentage of full costs necessary to provide the listed regulation, product or service as modified by the notes following the list of services. These fees, unless otherwise specified, are for City of Dublin services and are in addition to any charges made by any other governmental agencies.

(b) The services as listed in this Section shall be as defined in the document entitled "Cost Study for the City of Dublin, Ohio" as produced by the City of Dublin.

(c) All fees and charges set pursuant to this Chapter and Section shall take effect as specified in this Ordinance.

(d) The City Manager may vary the review schedule listed in the Section if, in the judgment of the City Manager and a directly affected and requesting department head, a gross inequity would be perpetrated by not revising a fee or charge prior to the next rate review. Any such special rate review shall be reported to the City Council at its next succeeding meeting where the City Council may revise the fee or charge by Ordinance.

(e) If fees are not collected at the time that the service is provided, the City has the right to pursue collection of any of the fees listed in this Ordinance, including certification to the County Auditor, remittance to a collection service, or any other appropriate pursuit for payment. When additional fees need to be levied and collected for City-provided services in the amount of $10 or less, or when a refund is due in the amount of $10 or less, a refund or additional charge need not be made.

(f) Should it become necessary to establish a new service fee or charge during the year, the City Manager may set the fee administratively. Any such fees set by the City Manager shall be reported to the City Council at its next succeeding meeting where the City Council may revise the fee or charge by Ordinance. The new service will then be included and analyzed in the next rate review.

Section 35.84 Fee Appeals and Waivers
Irrespective of the percentage of recovery and the "notes" in Section 35.83 - Appendix A, the City Council reserves the right to waive any fee in order to encourage development projects that enhance the City's tax base as outlined in the City's Economic Development Strategy. The City Manager may recommend further waivers or fee adjustments, based on hardship, to be accepted or rejected by City Council at its next regularly scheduled meeting.

Section 2. SEVERABILITY
If any portion of this Chapter is found to be unconstitutional or invalid, the City Council hereby declares that it would have enacted the remainder of this Chapter regardless of the absence of any such invalid part.

Section 3. REPEALER
All Ordinances, the Codified Ordinances of Dublin, Resolutions, City Council Motions, and all actions of all City Boards and Commissions in conflict here within are hereby repealed. The fees and charges established by this Chapter shall supersede all previously established fees or charges for the same regulation, product or service, and all such previous fees and charges are hereby repealed on the effective date of the Order of the City Manager.

Section 4. EFFECTIVE DATE
This ordinance shall be in effect on January 1, 2016.

Passed this 2nd day of November, 2015

Mayor - Presiding Officer

ATTEST:

Clerk of Council

City of Dublin
5200 Emerald Parkway • Dublin, OH 43017-1090
Phone: 614-410-4400 • Fax: 614-410-4461

Memo

To: Members of Dublin City Council

From: Dana L. McDaniel

Date: October 22, 2015

Initiated by: Angel L. Mumma, Director of Finance
Matthew L. Stiffler, Financial Analyst

Re: **Ordinance No. 76-15 – An Ordinance Amending Chapter 35 of the Codified Ordinances to Revise the Fee and Service Charge Revenue/Cost Comparison System and Establishing a Schedule of Fees and Service Charges for City of Dublin Services**

Background

This Ordinance, with its proposed fee schedule, is the annual update to Chapter 35 of the City's Codified Ordinances which revises the current "City's Schedule of Fees and Service Charges for City of Dublin Services." Proposed changes for 2016 are highlighted in yellow in Appendix A. Each City Work Unit had the opportunity to review the proposed fee modifications in the Ordinance and provide their input.

The goal of the annual review of service fees is to provide information regarding the actual cost to provide the City's services. With that information, City Council may choose to increase, reduce or modify the proposed fees in consideration of the established target cost recoveries. As you will recall, beginning with the 2014 fee schedule a plan was established and approved to forgo the comprehensive annual Cost of Services Study review every other year and instead apply an inflationary measure. For the 2015 cost study, the US Midwest CPI-U of 1.2% was applied to the per unit cost to determine fees for 2016.

Although there are incremental changes in various fees throughout the Ordinance, the following sections provide additional information regarding the most notable charges in this year's review.

Building Standards

The Building Standards Division is proposing an expansion of their ability to provide services during non-standard business hours. Currently, the division may provide after-hours residential and commercial inspections for an additional $120 per hour with a three-hour minimum. The division is proposing to allow for residential and commercial plan reviews at the same rate and minimum time commitment. These inspections or reviews only occur by request outside of the normal business hours, which are generally 9 a.m. to 5 p.m.

Court Computer Fee Fund

The proposed fee for 2016 is an increase from $5 to $8. As you will recall, during the last cost study it was determined that the fee would be increased back to its original level of $5 and a review of the fund's revenues and expenditures would be conducted. Based on the expected caseload (potential revenue) and anticipated expenditures, staff recommends an increase to $8. At this level, the fee will provide enough revenue for all anticipated expenditures and inflationary increases in those expenditures, as well as allowing the fund balance to project slightly upward for any larger one-time (hardware or software upgrades) that may be needed in future years.

The computer fund fee was originally adopted with Ordinance 41-93 and set at $5. In 2010, $2 of this fee was redirected from the computer fund to fine processing, leaving the fee at $3. In 2015, the fee was increased back to the original $5. The following table shows the Mayor's Court computer fees and caseloads for selected municipalities in Central Ohio.

Mayor's Court Computer Fund Fees

Municipality	Fee	2013 Caseload*
Bexley	$5	802
Dublin (Proposed)	$5 ($8)	2,331
Gahanna	$8	5,601
Grandview Heights	$10	816
Grove City	$10	4,434
Hilliard	$8	3,727
New Albany	$5	848
Reynoldsburg	$10	6,265
Upper Arlington	$6	2,856
Westerville	$10	3,175
Worthington	$6	3,854

Note: maximum fee under state law is $10
* - 2013 data is most recent year available.

Recommendation

Staff recommends that Ordinance No. 76-15 be adopted by City Council at the second reading/public hearing on November 2, 2015.

City of Dublin
Cost Study Update-Recap
Finance and Miscellaneous

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2015)
Returned Check Processing	**AD-01**	no change.	no change.	no change.	no change.	$20	**no change.**
Document Printing and Copying	**AD-02**	Fees were adjusted in late September 2007 to comply with HB 9. $.05 - single-sided blk/wht $.10 - double sided blk/wht $.10 - single-sided color copy	no change.	no change.	no change.	no change.	**no change.**
Special Telecommunications ROW Permit	**AD-03**	$585	$600	no change.	$620	$625	**$630**
General Telecommunications ROW Permit	**AD-04**	$685	$710	no change.	$730	$735	**$745**
City Service to Special Events:							
* **Streets & Utility Worker**		$125 - application fee for special events. $100 - hour per person plus costs.					
* **Custodian Worker**		$100 - hour per person plus costs.					
* **Parks Worker**	**CR-05**	$100 - hour per person plus costs. (see BL - 16)	no change.			no change.	**no change.**
* **Building Inspector**							
* **Police Service (Officer)**		$130 - hour per officer.		$140 - hour per officer.			
* **Police Service (Cruiser Usage)**				$8 - hour for cruiser usage.	$15 - hour engine running.		
* **Recreation Worker-seasonal**		$20 - hour per person (seasonals).					

NOTES:

* For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.

City of Dublin
Cost Study Update-Recap
Building Standards

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Building Permit Appl-Res Plan Review	BL-01	$220 plus $52 each 500 sq. ft. or fraction thereof over 1,000 sq. ft..	no change.	no change.	$220 plus $60 each 500 sq. ft. or fraction thereof over 1,000 sq. ft..	$275 plus $75 each 500 sq. ft. or fraction thereof over 1,000 sq. ft..	no change to fees; expand after hours services to include plan review $120 per hour (3 hour minimum)
Building Permit Appl-Commercial Plan Review	BL-02	$210 first 1,000 sq. ft. plus $130 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review).	no change.	no change.	$210 first 1,000 sq. ft. plus $140 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review).	$260 first 1,000 sq. ft. plus $175 each add'l 1,000 sq. ft. or fraction thereof (plus outside plan review).	no change to fees; expand after hours services to include plan review $120 per hour (3 hour minimum)
Minor Building Plan Revision-Commercial	BL-03	$310	no change.	no change.	no change.	no change.	no change.
Major Building Plan Revision-Commercial	BL-04	$970 plus actual cost of any outside review.	no change.	no change.	no change.	$995 plus actual cost of any outside review.	$1005 plus actual cost of any outside review.
Building Inspection-Residential	BL-05	$195 plus $52 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.. $40 - prefabricated fireplace, wood or coal burning stove $85 - shoring permit $120 - After hours (3 hour minimum) $40 - certificate of occupancy	no change.	no change.	no change.	$245 plus $65 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.. $50 - prefabricated fireplace, wood or coal burning stove $80 - shoring permit $120 per hour - After hours (3 hour minimum) $50 - certificate of occupancy	no change.
Building Inspection-Commercial	BL-06	New: $220 plus $120 each 1,000 square feet or fraction thereof over 1,000 square feet Alt/Ind/Prefab/Reloc: $120 plus $40 each 1,000 square feet or fraction thereof over 1,000 square feet Condemned: $105 standard fee plus $80 plus $26 each 1,000 square feet or fraction thereof over 1,000 square feet Existing: $80 for the first 1,000 square feet or fraction thereof, plus $26 for each additional 1,000 square feet $120 - After hours (3 hour minimum) $155 - certificate of occupancy	no change.	no change.	no change.	New: $275 plus $150 each 1,000 square feet or fraction thereof over 1,000 square feet Alt/Ind/Prefab/Reloc: $150 plus $50 each 1,000 square feet or fraction thereof over 1,000 square feet Condemned: $130 standard fee plus $100 plus $32 each 1,000 square feet or fraction thereof over 1,000 square feet Existing: $100 for the first 1,000 square feet or fraction thereof, plus $32 for each additional 1,000 square feet $120 per hour - After hours (3 hour minimum) $190 - certificate of occupancy	no change.
Plumbing Plan Review & Inspection *(Note: Fees set by Franklin County BOH)*	BL-07	$60 application and first fixture, plus $15 each add'l fixture for residential; $75 application and first fixture, plus $20 each add'l fixture for commercial.	no change.	no change.	no change.	no change.	no change.
Electrical Plan Review	BL-08	$125 - per hour plus any costs of outside review.	no change.	$130 - per hour plus any costs of outside review.	no change.	$140 - per hour plus any costs of outside review.	no change.
Electrical Inspection-Residential	BL-09	$50 - temporary service; $50 minimum fee plus $20 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for new home/additions/alterations. $50 minimum fee plus $10 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric.	no change.	no change.	no change.	$60 - temporary service; $60 minimum fee plus $25 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for new home/additions/alterations. $60 minimum fee plus $12 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric.	no change.
Electrical Inspection/Permit-Commercial	BL-10	$60 - temporary service; $60 minimum fee plus $60 each 1,000 sq. ft. up 50,000 sq. ft. plus $40 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft. and $30 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. $30 minimum fee plus $20 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric [plus any state fees].	no change.	no change.	$60 - temporary service; $60 minimum fee plus $70 each 1,000 sq. ft. up 0,000 sq. ft. plus $50 per 1,000 sq. ft. from 50,001 sq. to 100,000 sq. ft. and $40 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. $30 minimum fee plus $25 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric [plus any state fees].	$70 - temporary service; $65 minimum fee plus $80 each 1,000 sq. ft. up 50,000 sq. ft. plus $55 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft. and $50 per 1,000 sq. ft. over 100,001 sq. ft. for home/additions/alterations. $35 minimum fee plus $30 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. for low voltage electric [plus any state fees].	no change.
HVAC Inspection-Residential	BL-11	$60 minimum fee for areas up to and including 1,000 sq. ft., plus $30 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft..	no change.	no change.	no change.	$75 minimum fee for areas up to and including 1,000 sq. ft., plus $35 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft..	no change.
HVAC Inspection/Permit-Commercial	BL-12	$70-minimum fee plus $30 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft. for new buildings or additions; $70 minimum fee plus $20 per 1,000 sq. sq. ft. or portion thereof over 1,000 sq. ft. for alterations.	no change.	no change.	no change.	no change.	no change.

City of Dublin
Cost Study Update-Recap
Building Standards

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Fire Protection System Permit	BL-13	$155 plus actual costs of any outside plan review (plus any applicable State fees)	$165 - plus actual costs of any outside plan review (plus any applicable State fees) $50 - Revision to plan	no change.	no change.	$180 - plus actual costs of any outside plan review (plus any applicable State fees) $55 - Revision to plan	$185 - plus actual costs of any outside plan review (plus any applicable State fees) no change.
Building Plan Revision-Residential	BL-14	$20 administrative fee plus fee based on level of review $50 - per Division Building, Planning, Engineering	no change.	no change.	no change.	no change.	no change.
Home Improvements	BL-15	$50 for projects 0 - 1,000 square feet. $100 for projects 1,001 - 1,500 square feet.	no change.	no change.	no change.	no change.	no change.
Temporary Structure Permit	BL-16	$70	no change.	no change.	no change.	no change.	no change.
Gas Line Permit	BL-17	$95	no change.	no change.	no change.	$100	no change.
Building Preliminary Plan Review	BL-18	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Alternative Building Materials Review	BL-19	$670	no change.	no change.	no change.	$695	$700
Building Demolition Plan Review & Inspection	BL-20	$180	no change.	no change.	no change.	no change.	no change.
Building Relocation Plan Review-In City	BL-21	$590 plus costs.	$605 plus costs.	$610 plus costs.	$620 plus costs.	$675 plus costs.	$685 plus costs.
Building Relocation Plan Review-enter City	BL-22	$590 plus costs.	$605 plus costs.	$610 plus costs.	$620 plus costs.	$675 plus costs.	$685 plus costs.
Building Relocation Plan Review-leave City	BL-23	$480	$500 plus costs.	no change.	$510 plus costs.	$555 plus costs.	$560 plus costs.
Change of Use Permit	BL-24	$250	$255	$265	no change.	$290	$295
Conditional Occupancy Inspection	BL-25	$330	$355 per 6 month period.	$365 per 6 month period.	no change.	$450	no change.
Building Permit Extension	BL-26	$20	no change.	no change.	no change.	no change.	no change.
Building Permit Reactivation	BL-27	50% of original building permit fee.	no change.	no change.	no change.	no change.	no change.
Special Building Inspection	BL-28	$130 one hour (minimum) inspection, plus $90 written report (if requested).	no change.	no change.	no change.	$140 one hour (minimum) inspection, plus $100 written report (if requested).	no change. no change.
Building Reinspection Service	BL-29	$135	no change.	no change.	no change.	no change.	no change.
Contractor Registration	BL-30	$65 per year (flat fee)	no change.	no change.	no change.	no change.	no change.
Building Construction Appeal	BL-31	$200 (non-refundable).	no change.	no change.	no change.	no change.	no change.
Building Standards Appeal	BL-32	No charge, per City Attorney's Office.	no change.	no change.	no change.	no change.	no change.
Replacement Building Plans	BL-33	$45 plus actual cost of copies.	no change.	no change.	no change.	no change.	no change.
Replacement Building Card	BL-34	$45	no change.	no change.	no change.	no change.	no change.
Range Hood Permit	BL-35	Included with HVAC fees.	Included with HVAC fees.	Included with HVAC fees.	$95	no change.	$100
Sign Plan Rev & Inspection-Perm (note A).	BL-36	$375	no change.	$380	$390 (plus any applicable State surcharge)	$415 (plus any applicable State surcharge)	$420 (plus any applicable State surcharge)

NOTES:

A - Fee is waived for Dublin HOAs; previously BL-36 was in Planning as PL-19.

City of Dublin
Cost Study Update-Recap
Court Services

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Court Services	CT-01	$20 (see note A).	no change.	no change.	no change.	no change.	no change.
Fine Processing	CT-02	$18	no change.	no change.	no change.	$19	no change.
Computer Fund Fee	CT-02A	$3	no change.	no change.	no change.	$5	$8
Record Sealing	CT-03	$20 plus State fee.	no change.	no change.	no change.	no change.	no change.
Summons	CT-04	$30	no change.	no change.	no change.	$35	no change.
Warrant Processing	CT-05	$100	no change.	no change.	no change.	no change.	no change.
PNC Monitoring	CT-06	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Pre-sentence Investigation	CT-07	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Probation Monitoring	CT-08	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Continuance	CT-09	$0 - first continuance. $10 - additional continuance.	no change.	no change.	no change.	no change.	no change.
Witness/Subpoena	CT-10	$30 (see note C).	no change.	no change.	no change.	no change.	no change.
Adult Diversion	CT-11	$200	no change.	no change.	no change.	no change.	no change.
License Forfeiture	CT-12	$20 plus BMV fee.	no change.	no change.	no change.	no change.	no change.
Interstate Compact	CT-13	$20	no change.	no change.	no change.	no change.	no change.
Warrant Blocks	CT-14	$20	no change.	no change.	no change.	no change.	no change.
Adult Traffic Diversion Review	CT-15	N/A	$80 - court cost plus cost of online driving course (see note D).	no change.	no change.	no change.	no change.
NSF Check	AD-01	$15	no change.	no change.	no change.	$20	no change.

NOTES:

A - Rather than a percentage of recovery, City Council has specified a fee structure to be adopted.

B - $2 re-allocation of court computer fund fee.

C - No cost recovery for Police Officers subpoenaed.

D - Court costs can be more depending upon case history and action taken by the Court. A $49.95 fee for the online driving course is collected by the National Safety Council of which $25 is remitted back to the City.

City of Dublin
Cost Study Update-Recap
Engineering

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
ROW Plan Review & Inspection	EN-01	$50 - residence. $390 - others (see note A).	no change.	no change.	no change. $400 - others (see note A).	$55 - residence. $415 - others (see note A).	no change. $420 - others (see note A).
ROW Encroachment Plan Review & Inspection	EN-02	$1,200	no change.	no change.	no change.	$1,255	$1,270
Public Improvement Plan Review	EN-03	2% of estimated costs of improvements.	no change.	no change.	no change.	no change.	no change.
Public Improvement Inspection	EN-04	7% of estimated costs of improvements.	no change.	no change.	no change.	no change.	no change.
Easement Encroachment Review	EN-05	$300 (see note B).	$320 (see note B).	$340 - includes recording fee.	$350 - includes recording fee.	no change.	no change.
Review of Utility Company Easements on City Property	EN-06	$575 (see note C).	no change.	no change.	no change.	$580 (see note C).	$590 (see note C).
Private Street Dedication Review	EN-07	$2,285 plus costs.	$2,345 plus costs.	$2,390 plus costs.	$2,430 plus costs.	$2,575	$2,605
Street Vacation Review	EN-08	$1,340 plus costs.	$1,390 plus costs.	$1,425 plus costs.	$1,450 plus costs.	$1,550 plus costs	$1,570
Street Renaming (non-staff initiated)	EN-09	$630 plus cost of signs and labor if necessary.	$650 plus cost of signs and labor if necessary.	$660 plus cost of signs and labor if necessary.	$670 plus cost of signs and labor if necessary	$705 plus cost of signs and labor if necessary	$715 plus cost of signs and labor if necessary
Private Waste Disposal Review (see note D).	EN-10	$495 - resident. $875 -non-resident.	$515 - residential $900 - non-residential.	$520 - residential. $910 - non-residential.	$530 - residential. $920 - non-residential.	$555 - residential. $970 - non-residential.	$560 - residential. $980 - non-residential.
Sanitary Sewer Inspection	EN-11	$130	$140	no change.	no change.	$150	no change.
Flood Plain Inquiry Response	EN-12	$100 - written request (see note E).	no change.	no change.	$110 - written request (see note E).	$115 - written request (see note E).	no change.
Flood Plain Development Review	EN-13	$345 - residents. $770 - others. (see note F).	no change.	no change.	$350 - residents. (see note F).	$355 - residents. $780 - others. (see note F).	no change. $790 - others.
Engineering Re-inspection Service	EN-14	$100	no change.	no change.	no change.	no change.	no change.
Damaged Light Pole Repair	EN-15	$75 per hour labor plus cost of parts.	no change.	no change.	no change	$85 per hour labor plus cost of parts.	no change.
Street/Traffic Sign Service	EN-16	$75 per hour plus materials. (Plus $75 per hour installation if needed.)	no change.	no change.	no change	$85 per hour plus materials. (Plus $85 per hour installation if needed.)	no change.
Well Drilling Permit	EN-17	$325	no change.	no change.	no change	$330	no change.

NOTES:

A - Plus a $5,000 refundable bond for repairs, should they be necessary.

B - Plus county recording costs.

C - Plus per sq ft. fee using approved raw parkland value if equipment is placed on pad or above ground on City-owned land.

D - Plus State and County fees.

E - Fee does not to apply to Dublin residents when request is for primary residential property (written response.)

F - Plus any outside costs

9/30/2015

City of Dublin
Cost Study Update-Recap
Parks & Recreation
Parks

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Cemetery Maintenance	PK-01	$660 - resident. $1,850 - non-resident.	no change.	no change.	no change.	$700 - resident. $1,960 - non-resident.	no change.
Cemetery Lot Sale	PK-02	$160	no change.	no change.	no change.	no change.	no change.
Columbarium Niche*	PK-02A	N/A	N/A	N/A	$1,700 - resident (see note A). $2,400 - non-resident.	no change.	no change.
Interment Service	PK-03	$380 - weekday. $570 - after hours/weekend.	no change.	no change.	$390 - weekday. $580 - after hours/weekend.	$400 - weekday. $595 - after hours/weekend.	no change.
Inurnment Service**	PK-03A	N/A	N/A	N/A	$100 - weekday. $150 - after hours/weekend.	$105 - weekday. $155 - after hours/weekend.	no change.
Monument Foundation Service	PK-04	$1.80 per square inch.	no change.	no change.	no change.	no change.	no change.
Niche Engraving	PK-04A	N/A	N/A	N/A	$150	no change.	no change.
Veterans Marker Service	PK-05	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Business District Maintenance	PK-06	$0 - no charge.	no change.	no change.	no change.	no change.	no change.

* - up to two (2) cremations per niche

** - the act of putting cremains into the columbarium.

NOTES:

A - Includes perpetual care.

City of Dublin
Cost Study Update-Recap
Planning

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
PUD/Concept Plan Review	PL-01	$1,970	$2,045	$2,130	$2,170	$2,315	$2,340
PUD/Preliminary Plan Review	PL-02	$1,845 - per minor application (see note A). $3,825 - per major application (see note A).	$1,910 - per minor application (see note A). $3,980 - per major application (see note A).	$2,005 - per minor application (see note A). $4,180 - per major application (see note A).	$2,040 - per minor application (see note A). $4,230 - per major application (see note A).	$2,200 - per minor application (see note A). $4,610 - per major application (see note A).	$2,225 - per minor application (see note A). $4,665 - per major application (see note A).
PUD/Final Dev Plan Review	PL-03	$2,675 for 20 acres or less, plus $60 for each additional 5 acres or portion thereof over 20 acres.	$2,775 for 20 acres or less, plus $65 for each additional 5 acres or portion thereof over 20 acres.	$2,895 for 20 acres or less, plus $68 for each additional 5 acres or portion thereof over 20 acres.	$2,940 for 20 acres or less, plus $68 for each additional 5 acres or portion thereof over 20 acres.	$3,170 for 20 acres or less, plus $74 for each additional 5 acres or portion thereof over 20 acres.	$3,210 for 20 acres or less, plus $75 for each additional 5 acres or portion thereof over 20 acres.
PUD/Amended Final Development Plan	PL-04	$985 - per minor application (see note B). $1,670 - per major application (see note B). $680 - per signage application. Fee Waivers for Dublin HOA's.	$1,025 - per minor application (see note B). $1,730 - per major application (see note B). $705 - per signage application. Fee Waivers for Dublin HOA's.	$1,080 - per minor application (see note B). $1,820 - per major application (see note B). $745 - per signage application. Fee Waivers for Dublin HOA's.	$1,100 - per minor application (see note B). $1,850 - per major application (see note B). no change.	$1,185 - per minor application (see note B). $2,005 - per major application (see note B). $815 - per signage application. Fee Waivers for Dublin HOA's.	$1,200 - per minor application (see note B). $2,030 - per major application (see note B). $825 - per signage application. Fee Waivers for Dublin HOA's.
Pre-Application Review	PL-05	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Rezoning Application Review	PL-06	$1,995 - SFD on 5 acres or less. $3,985 - others.	$2,070 - SFD on 5 acres or less. $4,145 - others.	$2,165 - SFD on 5 acres or less. $4,330 - others.	$2,200 - SFD on 5 acres or less. $4,410 - others.	$2,360 - SFD on 5 acres or less. $4,715 - others.	$2,390 - SFD on 5 acres or less. $4,770 - others.
Conditional Use Application Review	PL-08	$925 - per minor application (see note C). $1,660 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts)	$965 - per minor application (see note C). $1,725 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)	$1,020 - per minor application (see note C). $1,815 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)	$1,040 - per minor application (see note C). $1,850 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)	$1,125 - per minor application (see note C). $2,005 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)	$1,140 - per minor application (see note C). $2,030 - per major application (see note C). (Fees waived for properties located within the Historic District and for Churches and places of worship in residential districts and Alternative Energy applications)
Parking Lot Expansion/Alteration	PL-09	$870 - per lot or facility.	$900 - per lot or facility.	$920 - per lot or facility.	$940 - per lot or facility.	$1,010 - per lot or facility.	$1,020 - per lot or facility.
Informal Plan Review	PL-10	$500 [flat fee determined by City Council]	no change.	no change.	no change.	$570 [flat fee determined by City Council]	no change.
Preliminary Plat Review	PL-11	$600 - first two lots, plus $40 per lot over two lots up to 100 lots. No increase over 100 lots. $3,015 - commercial/industrial/other.	$650 - first two lots, plus $43 per lot over two lots up to 100 lots. No increase over 100 lots. $3,330 - commercial/industrial/other.	$665 - first two lots, plus $45 per lot over two lots up to 100 lots. No increase over 100 lots. $3,455 - commercial/industrial/other.	no change. $3,520 - commercial/industrial/other.	$700 - first two lots, plus $48 per lot over two lots up to 100 lots. No increase over 100 lots. $3,745 - commercial/industrial/other.	$710 - first two lots, plus $49 per lot over two lots up to 100 lots. No increase over 100 lots. $3,790 - commercial/industrial/other.
Final Plat Review	PL-12	$650 - first two lots, plus $60 per lot over two lots up to 100 lots. No incremental increase over 100 lots. $1,700 - first two RDU's plus $60 per unit over two RDU's up to 50 RDU's. No increase over 50 RDU's. $2,965 - commercial/industrial.	$675 - first two lots, plus $65 per lot over two lots up to 100 lots. No incremental increase over 100 lots. $1,750 - first two RDU's plus $65 per unit over two RDU's up to 50 RDU's. No increase over 50 RDU's. $3,075 - commercial/industrial.	$705 - first two lots, plus $68 per lot over two lots up to 100 lots. No incremental increase over 100 lots. $1,830 - first two RDU's plus $68 per unit over two RDU's up to 50 RDU's. No increase over 50 RDU's. $3,200 - commercial/industrial.	$705 - first two lots, plus $68 per lot over two lots up to 100 lots. No incremental increase over 100 lots. $1,830 - first two RDU's plus $68 per unit over two RDU's up to 50 RDU's. No increase over 50 RDU's. $3,260 - commercial/industrial.	$755 - first two lots, plus $72 per lot over two lots up to 100 lots. No incremental increase over 100 lots. $1,965 - first two RDU's plus $72 per unit over two RDU's up to 50 RDU's. No increase over 50 RDU's. $3,490 - commercial/industrial.	$765 - first two lots, plus $73 per lot over two lots up to 100 lots. No incremental increase over 100 lots. $1,990 - first two RDU's plus $73 per unit over two RDU's up to 50 RDU's. No increase over 50 RDU's. $3,530 - commercial/industrial.
Lot Split / Minor Subdivision Review	PL-13	$475 - residential. $635 - comm/industrial/other.	$480 - residential. $650 - commercial/industrial/other	$490 - residential. $660 - commercial/industrial/other	$490 - residential. $670 - commercial/industrial/other	$530 - residential. $715 - commercial/industrial/other	$540 - residential. $720 - commercial/industrial/other
Lot Line Adjustment Review	PL-14	$475 - residential. $635 - commercial/industrial/other.	$480 - residential. $650 - commercial/industrial/other.	$490 - residential. $660 - commercial/industrial/other.	$490 - residential. $670 - commercial/industrial/other.	$530 - residential. $715 - commercial/industrial/other.	$540 - residential. $720 - commercial/industrial/other.
Variance Application Review	PL-15	$1,800 - others.	$100 existing SFD. $1,880 - others. (waiver/exemption for properties located in the Architectural Review District)	no change. $1,995 - others. (waiver/exemption for properties located in the Architectural Review District)	no change. $2,030 - others. (waiver/exemption for properties located in the Architectural Review District)	no change. $2,210 - others. (waiver/exemption for properties located in the Architectural Review District)	no change. $2,240 - others. (waiver/exemption for properties located in the Architectural Review District)
Time Extension Review	PL-16	$1,160	$1,195	$1,240	$1,260	$1,390	$1,410
Certificate of Zoning Plan Approval	PL-17	$60 - residence. $135 - commercial & other.	no change.	no change.	no change.	$70 - residence. $145 - commercial & other.	no change.

City of Dublin
Cost Study Update-Recap
Planning

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Certificate of Appropriateness	PL-18	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Sign Plan Rvw & Insp-temporary	PL-20	$80	no change.	no change.	no change.	$90	no change.
Sign Plan Rvw & Insp-ROW	PL-21	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Annual Perm Sign Inspection	PL-22	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Temporary Use Review	PL-23	$70	no change.	$75	no change.	$80	no change.
Seasonal Business Review	PL-24	$140 - initial application (plus bond). $90 - renewal fee (plus bond).	no change.	no change.	no change.	$145 - initial application (plus bond). no change.	$150 - initial application (plus bond). no change.
Outdoor Seasonal Plant Display/Sale	PL-24A	$90	no change.	no change.	no change.	no change.	no change.
Amusement Device Operation Review	PL-25	$1,000 - per yearr facility license, plus $80 initial filing fee. (interpretation of Ord. 112-95)	no change.	no change.	no change.	no change. $85 initial filing fee.	no change.
Sexually Oriented Business License	PL-26	$300	$320	$330	$340	no change.	no change.
R-O-W Solicitation Permit	PL-27	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Peddlers/Solicitors Permit	PL-28	$90 - per license.	no change.	no change.	no change.	no change.	no change.
Special Permit Review	PL-29	$330 for uses permitted in residential zones. $1,320 - others.	$335 for uses permitted in residential zones. $1,425 - others.	$400 for uses permitted in residential zones. (see note D) $1,600 - others.	$400 for uses permitted in residential zones. (see note D) $1,630- others.	$425 for uses permitted in residential zones. (see note D). $1,710 - others.	no change. $1,730 - others.
Home Occupation Permit	PL-30	$90 - initial 2 years. $40 - each 2 years after.	no change.	no change.	no change.	no change.	no change.
Wireless Facility Administration Review	PL-31	New Tower - $2,115 Alternative Structure - $2,115 Co-location - $1,835 Temporary Facility - $870 (see note E).	No change in base fees. Modified to include outside costs.	no change.	no change.	New Tower - $2,275 Alternative Structure - $2,275 Co-location - $1,975 Temporary Facility - $915 (see note E).	New Tower - $2,300 Alternative Structure - $2,300 Co-location - $2,000 Temporary Facility - $925 (see note E).
Tree Removal Permit	PL-32	$0 (see note F).	no change.	no change.	no change.	no change.	no change.
Block Party Permit	PL-33	$0 - first use. $50 - each additional use.	no change.	no change.	no change.	no change.	no change.
Garage Sale Permit	PL-34	$5 - permit plus $1 sign to a max of 3 signs; neighborhood garage sale permits (min of 10 participating addresses) $3 - permit plus $1 sign to a max of 3 signs per address.	no change.	no change.	no change.	no change.	no change.
Zoning Inquiry Response	PL-35	$150 - written response (see note G).	$160 - written response (see note G).	$180 - written response (see note G).	no change.	$185 - written response (see note G).	no change.
BZA Appeal Processing	PL-36	$100 - SFD. $1,210 - others.	no change. $1,270 - others.	no change. $1,370 - others.	no change. $1,390 - others.	no change. $1,520	no change. $1,540
City Council Appeal Processing	PL-38	$100 - SFD. $500 - others.	no change.	no change.	no change.	no change.	no change.
Planning Pre-Submittal Meeting	PL-39	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Planning Re-Inspection Fee	PL-40	$100	no change.	no change.	no change.	no change.	no change.
Code Enforcement Inspection	PL-41	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Weed Abatement Service	PL-43	$350 - first clearing per calendar year plus contracted cost of mowing/trim $235 - each ensuing clearing per calendar year plus contracted cost of mowing/trim	no change.	no change.	no change.	no change.	no change.
Annexation Petition Processing	PL-45	$3,605	$3,700	no change.	$3,750	$3,935	$3,980

City of Dublin
Cost Study Update-Recap
Planning

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
West Innovation District (EAZ):							
EAZ Development Plan Approval	PL-46	$2,375	$2,405	$2,440	$2,480	$985 - per minor application (see note H). $2,640 - per major application (see note H).	**$1,060 - per minor application (see note H). $2,670 - per major application (see note H).**
EAZ Administrative Departure Fee	PL-47	No charge. Included in fee for PL-46	no change.	no change.	no change.	no change.	**no change.**
EAZ Site Plan Approval Fee	PL-48	$2,675	no change.	no change.	no change.	no change.	**$2,710**
Bridge Street District (BSD):							
BSD- Basic Plan Review	PL-49	N/A	$1,000	no change.	$1,090	$1,175	**$1,190**
BSD- Development Plan Review	PL-50	N/A	$2,405	$2,440	$2,620	$2,805	**$2,840**
BSD- Site Plan Review	PL-51	N/A	$2,405	$2,440	$2,760	$2,975	**$3,010**
BSD- Minor Project Review	PL-52	N/A	$0- Historic District. $100- Residential accessory uses/structures. $1,025- small; $1,730- large.	no change.	no change.	New $100 fee for signage review	**$1,040- small**
BSD- Architectural Review Board Review	PL-53	N/A	$0 - Basic Plan $2,405 - Development Plan $2,405 - Site Plan	$1,000 - Basic Plan $2,440 - Development Plan $2,440 - Site Plan	$1,000 - Basic Plan $2,620 - Development Plan $2,760 - Site Plan	$1,175 - Basic Plan $2,995 - Development Plan $3,050 - Site Plan	**$1,190 - Basic Plan $3,030 - Development Plan $3,090 - Site Plan**
BSD- Waiver Review	PL-54	N/A	$1,880	no change.	no change.	no change.	**no change.**
BSD- Open Space Fee in Lieu of Determination	PL-55	N/A	$0 - If included in Basic Plan Review. $500 - Others.	No change but modify language to say that if open space requirement is less than 300 sq. ft. then the fee is $0.	no change.	no change.	**no change.**
BSD- Master Sign Plan Review	PL-56	N/A	$705	no change.	$810	$875	**$890**
BSD- Parking Plan Review	PL-57	N/A	$705	no change.	$740	$795	**$800**

NOTES:

A - "Minor" is text-only changes and minor issues like access controls that are text issues but are also noted in the drawings. All others are considered "major."

B - "Minor" are issues like LS only changes, parking lot only, access only arrangements. All others are considered "major."

C - "Minor" is patio additions, applications that are proposed for existing structures with no external modifications. All others are considered "major."

D - Model homes fall under PL-17, Certificate of Zoning Plan Approval now.

E - Fees waived if wireless is located on a City facility and the space is leased from the City. Only fees for outside review services will be charged.

F - $100 per caliper inch replacement fee.

G - fee not to apply to Dublin residents when request is for non-commercial purposes.

H - "Minor" is minor architectural changes, sign modifications, site modifications, and building additions to 20% of the existing structure.

City of Dublin
Cost Study Update-Recap
Police Department
Police

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Police False Alarm	PO-01	$0 - 1st two in six months. $70 - third alarm. $70 - fourth alarm. $80 - fifth alarm. $100 - six or more in six months.	no change.	no change.	no change.	no change.	no change.
Impound/Abandoned Vehicle Release	PO-02	$0 - victims of crime. $115 - others.	no change.	no change.	no change.	$120 - others.	no change.
Record Check/Clearance Letter	PO-03	$20 (see note A).	no change.	no change.	no change.	no change.	no change.
Firearm Permit	PO-04	$100	no change.	no change.	no change.	no change.	no change.
Vacation House Watch	PO-05	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Non-Emergency Lock - Out Assistance	PO-06	$0 - no charge.	no change.	no change.	no change.	no change.	no change.
Police Report Reproduction	PO-08	$.05 blk & wht single-sided copies. $.10 blk & wht double-sided copies. $.10 color single-sided copies.	no change.	no change.	no change.	no change.	no change.
Police Photo Reproduction	PO-09	$1 per photo or CD plus actual cost of postage (see note B).	no change.	no change.	no change.	no change.	no change.
Video/Audio Tape Reproduction	PO-10	$3 per tape or video (see note B).	no change.	no change.	no change.	no change.	no change.
Other Agency Dispatch Service	PO-11	Ord. 17-10	no change.	no change.	no change.	no change.	no change.
Facility Rental - Firing Range (open only to other Law Enforcement Agencies)	PO-12	N/A	N/A	Res. 20-13: $50 rental fee plus cost of staff time for at least one officer	no change.	no change.	no change.

NOTES:

A - Not chargeable to any and all governments or government agencies; Dublin residents; Dublin businesses.

B - Per legal advisory, the City may charge the actual cost of photos (or photos on CD) and/or the actual cost of video/audio tapes, but may not include the cost of Staff time to retrieve or make the reproductions.

City of Dublin
Cost Study Update-Recap
Public Service
Streets & Utilities
Fleet

SERVICE	Service Number	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2014 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Water Service	**PW-01**	Ord. 64-09 $3.80 per 1,000 CF.	Ord. 56-11 $3.55 per 1,000 CF.	Ord. 56-11 $3.30 per 1,000 CF. Ord. 64-12: Increased tap fees.	no change.	no change.	**See Ord 75 -15**
Sanitary Sewer Service	**PW-02**	Ord. 64-09 $10.10 per 1,000 CF.	Ord. 56-11 $10.35 per 1,000 CF.	Ord. 56-11 $10.60 per 1,000 CF. Ord. 64-12: Increased tap fees.	Ord. 95-13 $10.85 per 1,000 CF.	Ord. 95-13 $11.10 per 1,000 CF.	**See Ord 75 -15**
Storm Sewer Service	**PW-03**	no change.	no change.	no change.	no change.	no change.	**no change.**
Refuse Collection Service-Residential	**PW-04**	no change.	no change.	no change.	no change.	no change.	**no change.**
Recycling Collection Service	**PW-05**	no change.	no change.	no change.	no change.	no change.	**no change.**
Street Sweeping	**PW-06**	no change.	no change.	no change.	no change.	no change.	**no change.**
Spilled Load Clean-up	**PW-07**	$110 per hour plus costs (see note A).	no change.	no change.	no change.	$130 per hour plus costs (see Note A).	**no change.**
Damaged Property Repair	**PW-08**	$110 per hour plus costs.	no change.	no change.	no change.	$130 per hour plus costs.	**no change.**
Fire Hydrant Permit	**PW-09**	$85 (see note B.)	$105 (see note B.)	no change.	no change.	$115 (see note B).	**no change.**
Fuel Surcharge	**PW-10**	$.08 per gallon gasoline.	$.08 per gallon diesel or unleaded $.50 per GGE compressed natural gas (see note C).	$.09 per gallon diesel or unleaded $.51 per GGE compressed natural gas (see note C).	no change.	$.10 per gallon diesel or unleaded Ord 49-15 $.40 per GGE compressed natural gas (see note C).	**no change.**
Salt Surcharge	**PW-11**	$1.45 per ton	no change.	no change.	no change.	$1.55	**no change.**
Washington Township Fleet Maintenance	**PW-12**	n/a	n/a	Res. 03-13: $81 per hour for labor	no change.	$85 per hour for labor (see note D).	**no change.**

NOTES:

A- Ordinance #28-98, passed May 4, 1998 established penalties for placing mud and other construction debris in the road and enables the City to charge a fee for clean-up (see spilled load clean-up fees.)

B- Fee to be doubled if City required to pump hydrant.

C- Fee to be effective on **July 1** of the following year to give adequate notice of the fee increase to users.

D- Fee to be effective on **February 1** of the following year to give adequate notice of the fee increase to users.

City of Dublin
Cost Study Update-Recap
Parks and Recreation
Recreation

SERVICE	Service Number	Proposed Modification In Policy Direction (effective 1-1-2010)	2011 Approved Fee	2012 Approved Fee	2013 Approved Fee	2104 Approved Fee	2015 Approved Fee	(SUGGESTED) PROPOSED FEE (effective 1-1-2016)
Youth & Adult Sports Programs	RC-01	In general, the recreation programs and DCRC programs will attempt to recover, on an aggregate basis 50% of direct costs and building maintenance costs recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will insure that individual fees are reviewed annually and any set unusually high or low are flagged.	no change.	no change.	no change.	see note A.	see note A.	see note A.
Adult Recreation Classes	RC-02		no change.	no change.	no change.	see note A.	see note A.	see note A.
Teen Recreation Classes / Camps	RC-03		no change.	no change.	no change.	see note A.	see note A.	see note A.
Pre-School & Youth Recreation Classes	RC-04		no change.	no change.	no change.	see note A.	see note A.	see note A.
Preschool Camps	RC-05		n/a	n/a	no change.	see note A.	see note A.	see note A.
Preschool & Youth Camps	RC-06		no change.	no change.	no change.	see note A.	see note A.	see note A.
Teen Camps	RC-07		n/a	n/a	no change.	see note A.	see note A.	see note A.
Special Needs Programs	RC-08		no change.	no change.	no change.	see note A.	see note A.	see note A.
Fitness/Wellness Classes	RC-09		no change.	no change.	no change.	see note A.	see note A.	see note A.
Theater Classes & Camps	RC-10		no change.	no change.	no change.	see note A.	see note A.	see note A.
Pool Recreation Classes	RC-11		no change.	no change.	no change.	see note A.	see note A.	see note A.
Recreational Swimming-Outdoor Pool	RC-12		no change.	no change.	10% early registration discount (April 1 - May 1).	see note A.	Fees increased. See Appendix A for more detailed information.	see note A.
Swimming Lessons	RC-13		no change.	no change.	no change.	see note A.	see note A.	see note A.
Swim Team	RC-14		no change.	no change.	no change.	see note A.	see note A.	see note A.
Concession Services	RC-15		no change.	no change.	no change.	see note A.	see note A.	see note A.
Senior Citizen Recreation Programs	RC-16		$20 - non-resident.	no change.	$15 - resident.	Waived membership fee for senior citizens age 90 and above.	see note A.	see note A.
Outdoor Reservation Service (previously Park Reservation Service)	RC-17		no change.	see note A.	no change.	see note A.	see note A.	see note A.
Athletic Field Usage/Rental (baseball, softball, soccer)	RC-18		no change.	$30 - non-resident per session.	no change.	see note A.	Fees increased. See Appendix A for more detailed information.	see note A.
DCRC - Passes	RC-19		no change.	no change.	no change.	10% - military discount	see note A.	see note A.
DCRC - Babysitting	RC-20		no change.	no change.	no change.	see note A.	see note A.	see note A.
DCRC - Lap Lane Rental	RC-21		no change.	Ord. 54-11	no change.	see note A.	see note A.	see note A.
Indoor Reservation Service (previously Community Hall Rental)	RC-22		no change.	Extended hours for Sunday night rentals pending staff and facility availability.	no change.	$5 increase per hour in Talia rentals to recover the cost of the new audio/visual system.	see note A.	see note A.
Theater Rental	RC-23		no change.	Extended hours proposed for Sunday night rentals pending staff and facility availability.	no change.	see note A.	see note A.	see note A.

NOTES:

A - Fees to be set in compliance with established target recovery policies.

A ten percent (10%) discount applies for Community Recreation Center (DCRC) members to programs held inside the DCRC facility (excludes camps and aerobics classes).

Ordinance 76-15

APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

	Regulation, Product or Service	Percentage of Full Costs To Be Recovered	Fee
Finance and Administrative Services			
AD-01	Returned Check (NSF) Processing	(Note 17) 100%	$20
AD-02	Document Printing & Copying	(Note 4) 100%	$.05/pg-single-sided black & white copy $.10/pg double-sided black & white copy $.10/pg single-sided color copy $1.50 -City map/blue print $20 - Code Books and Bid Documents (or at actual cost if higher) $3-audio/video tape $1-CD (plus the actual cost of postage, if mailed.)
AD-03	Special Telecommunications Right-of-Way Permit	100%	$630 ~~$625~~
AD-04	General Telecommunications Right-of-Way Permit	100%	$745 ~~$735~~
Community Development Services			
Building Standards Services			
BL-01	Building Permit Application – Residential Plan Review	100%	$275 plus $75 each 500 sq. ft. or fraction thereof over 1,000 sq. ft. (After hours reviews an additional $120 per hour 3 hour minimum)
BL-02	Building Permit Application – Commercial Plan Review	100%	$260 first 1,000 sq. ft. plus $175 each additional 1,000 sq. ft. or fraction thereof (plus costs of outside plan review, if necessary, above cost of normal plan review service.) After hours reviews an additional $120 per hour 3 hour minimum)
BL-03	Minor Building Plan Revision – Commercial	100%	$310
BL-04	Major Building Plan Revision – Commercial	100%	$1005 ~~$995~~ (plus cost of outside review when necessary.)
BL-05	Building Inspection – Residential	100%	See Appendix A.
BL-06	Building Inspection – Commercial	100%	See Appendix A.
BL-07	Plumbing Plan Review & Inspection	(Note 5)	Residential - $60 application and first fixture, plus $15 each additional fixture. Commercial - $75 application and first fixture, plus $20 each additional fixture.
BL-08	Electrical Plan Review	100%	$140/hr (Note 12)
BL-09	Electrical Inspection/Permit - Residential	100%	See Appendix A.
BL-10	Electrical Inspection/Permit - Commercial	100%	See Appendix A.
BL-11	HVAC Inspection/Permit - Residential	100%	See Appendix A.
BL-12	HVAC Inspection/Permit - Commercial	100%	See Appendix A.
BL-13	Fire Protection System Review	100%	(Note 12) $185 ~~$180~~ Revisions to plan - $55
BL-14	Building Plan Revision – Residential	100%	$20 Administrative Fee plus fee based on levels of review: $50-Building. Division; $50-Planning Division; $50-Engineering Division.

Ordinance 76-15 APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To Be Recovered	Fee
Regulation, Product or Service			
Community Development Services (continued)			
Building Standards Services (continued)			
BL-15	Home Improvements	(Note 2)	0 – 1,000 sq. ft. = $50 1,001 – 1,500 sq. ft. = $100 1,501 sq. ft. and up = refer to standard residential review and inspection fees.
BL-16	Temporary Structure	100%	$70
BL-17	Gas Line Permit	100%	$100
BL-18	Building Preliminary Plan Review	0%	$0
BL-19	Alternative Building Materials Review	50%	$700 ~~$695~~
BL-20	Building Demolition Plan Review & Inspection	100%	$180
BL-21	Bldg Relocation Plan Review/Inspection – In City	(Note 20) 100%	$685 ~~$675~~ plus costs.
BL-22	Bldg Relocation Plan Review/Inspection – Enter City	(Note 20) 100%	$685 ~~$675~~ plus costs.
BL-23	Bldg Relocation Plan Review/Inspection – Leave City	(Note 20) 100%	$560 ~~$555~~ plus costs.
BL-24	Change of Use Permit	100%	$295 ~~$290~~
BL-25	Conditional Occupancy Inspection	100%	$450 six month period for residential or commercial premises.
BL-26	Building Permit Extension	100%	$20
BL-27	Building Permit Reactivation	100%	50% of original permit fee (excluding water and sewer capacity charges.)
BL-28	Special Building Inspection	100%	(Note 12) $140 minimum for 1 hr. inspection; plus $100 if written report is requested.
BL-29	Building Re-inspection Service	100%	$135
BL-30	Contractor Registration	100%	$65/year
BL-31	Building Construction Appeal	(Note 2)	$200 (non-refundable)
BL-32	Building Standards Appeal	(Note 18)	(Note 18) $0
BL-33	Replacement Building Plans	100%	$45 administrative fee, plus actual cost of reproducing plans.
BL-34	Replacement Building Cards	100%	$45
BL-35	Range Hood Permit	100%	$100 ~~$95~~
BL-36 (previously PL-19)	Sign Plan Review & Inspection – Permanent: Recognized Dublin HOA's Others	(Note 30) 0% 100%	 $0 $420 ~~$415~~

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To Be Recovered		Fee
Regulation, Product or Service				
Leisure and Cultural Services				
Community Relations Services				
CR-05	Special Events & Performance Coordination	(Note 9 & 11)	100%	(Note 11b and Appendix A for Waivers) $125 Application Fee for Community Events Hourly Fee Per Employee: Parks - $100/hr Custodian Service - $100/hr Bldg. Inspect. (Note 19) Police Service $140 Cruiser Usage - $15/hr (engine running) Streets & Utilities- $100/hr (plus costs of signage) Recreation (seasonal) - $20/hr
Public Safety Services				
Court Services				
CT-01	Court Service	(Note 6)		$20
CT-02	Fine Processing		100%	$19
CT-02A	Computer Fund Fee	(Note 32)		$8 ~~$5~~
CT-03	Records Sealing Service	(Note 3)		$20 (plus State fee).
CT-04	Summons Issuance		100%	$35
CT-05	Warrant Processing		100%	$100
CT-06	PNC Monitoring		0%	$0
CT-07	Presentence Investigation		0%	$0
CT-08	Probation Monitoring		0%	$0
CT-09	Continuance Processing	(Note 6)	100%	$0-1st continuance $10 – additional continuance
CT-10	Witness/Subpoena Processing	(Note 6 & 7)	100%	$30
CT-11	Adult Diversion	(Note 2)		$200
CT-12	License Forfeiture		100%	$20 (plus BMV fee).
CT-13	Interstate Compact		100%	$20
CT-14	Warrant Blocks		100%	$20
CT-15	Adult Traffic Diversion	(Note 35)	100%	$80 Court Cost plus fee for on-line driving course
Community Development Services				
Engineering Services				
EN-01	Right-of-Way Plan Review & Inspection	(Note 2) (Note 13)	100%	Residence - $55 Other - $420 ~~$415~~
EN-02	ROW Encroachment Plan Review & Inspection		100%	$1,270 ~~$1,255~~
EN-03	Public Improvement Plan Review		100%	2% of estimated costs of improvements.
EN-04	Public Improvement Inspection		100%	7% of estimated costs of improvements.

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

			Percentage of Full Costs To Be Recovered	Fee
Regulation, Product or Service				
Community Development Services (continued)				
Engineering Services (continued)				
EN-05	Easement Encroachment Review		50%	$350 (includes recording fees)
EN-06	Review of Utility Company Easements on City Property		100%	$590 ~~$580~~ (plus a sq. ft. fee based on the approved per acre fee for raw parkland if equipment or pad is above ground on City property or rights-of-way.)
EN-07	Private Street Dedication Review		100%	$2,605 ~~$2,575~~ plus costs.
EN-08	Street Vacation Review		100%	$1,570 ~~$1,555~~ plus costs.
EN-09	Street Re-Naming (non-staff initiated)		100%	$715 ~~$705~~ plus costs.
EN-10	Private Waste Disposal Review		100%	(Note 14) $560 ~~$555~~ res (Note 14) $980 ~~$970~~ non-res
EN-11	Sanitary Sewer Inspection		100%	$150
EN-12	Flood Plain Inquiry Response: Written Request Others	(Note 1)	50% 0%	(Note 1) $115 $0
EN-13	Flood Plain Development Review	(Note 12)	100%	$355– residents $790 ~~$780~~- other
EN-14	Engineering Re-inspection Service		100%	$100
EN-15	Damaged Light Pole Repair		100%	(Note 15) $85 /hr
EN-16	Street/Traffic Sign Service	(Note 11a)	100%	$85 /hr plus costs
EN-17	Well Drilling Permit		100%	$330
Community Development Services				
Parks				
PK-01	Cemetery Maintenance		100%	$700– resident $1,960– non-res.
PK-02	Cemetery Lot Sale		100%	$160
PK-02A	Columbarium Niche	(Note 36)	100%	$1,700 – resident $2,400 –non-resident (see Note 36)
PK-03	Interment Service		100%	$400 – weekday $595 – after hrs and weekends
PK-03A	Inurnment Service		100%	$105 – weekdays $155– after hrs and weekends
PK-04	Monument Foundation Service		100%	$1.80 /per sq. inch
PK-04A	Niche Engraving		100%	$150/each occurrence
PK-05	Veterans Marker Service		0%	$0
PK-06	Business District Maintenance		0%	$0

Ordinance 76-15 **APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES**			
		Percentage of Full Costs To be Recovered	**Fee**
Community Development Services			
Planning			
PL-01	PUD/Concept Plan Review	50%	$2,340 ~~$2,315~~
PL-02	PUD/Preliminary Plan Review	50%	(per application) Minor - $2,225 ~~$2,200~~ Major - $4,665 ~~$4,610~~
PL-03	PUD/Final Development Plan Review	50%	$3,210 ~~$3,170~~ for 20 acres or less, plus $75 ~~$74~~ for each additional 5 acres or portion thereof over 20 acres.
PL-04	Amended Final Development Plan (previously PUD/Minor Revision): Recognized Dublin HOA's Others	(Note 30) 0% 50%	 $0 (per application) Minor - $1,200 ~~$1,185~~ Major - $2,030 ~~$2,005~~ Signage - $825 ~~$815~~
PL-05	Pre-application Site Plan Review: Residential Commercial (including COIC/EAZ/West Innovation District)	 0% 0%	 $0 $0
PL-06	Rezoning Application Review	100%	$2,390 ~~$2,360~~ SFD on 5 acres or less. $4,770 ~~$4,715~~ other rezoning.
PL-08	Conditional Use Application Review	(Note 21) 50%	(per application) Minor - $1,140 ~~$1,125~~ Major - $2,030 ~~$2,005~~
PL-09	Parking Lot Alteration/Expansion	100%	$1,020 ~~$1,010~~ /lot or facility
PL-10	Informal Plan Review	(Note 2)	$570
PL-11	Preliminary Plat Review	100%	$710 ~~$700~~ for first two lots, plus $49 ~~$48~~ /lot over two lots up to 100 lots. (No increase over 100 lots.) $3, 790 ~~$3,745~~ commercial/Industrial/other.
PL-12	Final Plat Review	100%	$765 ~~$755~~ for first two lots, plus $73 ~~$72~~ /lot over two lots up to 100 lots. (No increase over 100 lots.) $1,990 ~~$1,965~~ for first two RDUs plus $73 ~~$72~~ /unit over two RDUs up to 50 RDUs (No increase over 50 RDU's). $3,530 ~~$3,490~~ commercial/industrial/other.

Ordinance 76-15 APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To Be Recovered	**Fee**
Regulation, Product or Service			
Community Development Services (continued)			
Planning (continued)			
PL-13	Lot Split/Minor Subdivision Review	100%	$540 ~~$530~~ – residential. $720 ~~$715~~ - commercial/industrial/other.
PL-14	Lot Line Adjustment Review	100%	$540 ~~$530~~ – residential. $720 ~~$715~~ – commercial/industrial/other.
PL-15	Variance Application Review: Properties Located in Architectural Review District Existing Single Family Development (SFD) Others	(Note 21) (Note 2) 0% 100%	$0 $100 $2,240 ~~$2,210~~
PL-16	Time Extension Review	100%	$1,410 ~~$1,390~~
PL-17	Certificate of Zoning Compliance Review: Residence Commercial & Other	50% 100%	$70 $145
PL-18	Certificate of Appropriateness	0%	$0
PL-20	Sign Plan Review & Inspection - Temporary	100%	$90
PL-21	Sign Plan Review & Inspection - R-O-W	0%	$0
PL-22	Annual Permanent Sign Inspection	0%	$0
PL-23	Temporary Use Review	100%	$80
PL-24	Seasonal Business Review	100%	$150 ~~$145~~-initial appl. $90-renewal fee. (Plus $500 refundable bond)
PL-24A	Outdoor Seasonal Plant Display/Sales	100%	$90
PL-25	Amusement Device Operation Review	(Note 2)	$1,000/yr.-Facility license, plus $85 initial filing fee.
PL-26	Sexually Oriented Business License	100%	$340
PL-27	R-O-W Solicitation Permit	0%	$0
PL-28	Peddlers/Solicitation Permit	100%	$90/license
PL-29	Special Permit Review: For uses permitted in residential zones Others	25% 100%	$425 $1,730 ~~$1,710~~
PL-30	Home Occupation Permit	100%	$90-initial two years $40-each two years after
PL-31	Wireless Facility Administration Review	(Note 31) 100%	New Tower - $2,300 ~~$2,275~~ Alt Structure - $2,300 ~~$2,275~~ Co-location - $2,000 ~~$1,975~~ Temp Facility - $925 ~~$915~~

Ordinance 76-15 APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES			
		Percentage of Full Costs To Be Recovered	**Fee**
Regulation, Product or Service			
Community Development Services (continued)			
Planning (continued)			
PL-32	Tree Removal Permit	(Note 27) 0%	$0
PL-33	Block Party Permit	(Note 6)	$0-standard permit with use of barricades; $0-first use of block party package to recognized Dublin Civic Associations each calendar year and $50 each use thereafter.
PL-34	Garage Sale Permit Neighborhood Garage Sale Permit (minimum of 10 participating addresses or more)	(Note 2) (Note 2)	$5/permit plus $1/sign to a max of 3 signs per address. $3/permit plus $1/sign to a max of 3 signs per address.
PL-35	Zoning Inquiry Response: Written Request Others	(Note 1) 100%	 $185 $0
PL-36	BZA Appeal Processing/Non-Conforming Use Determination: SFD and Historical Dublin Area Others	 (Note 2) (Note 2)	 $100 $1,540 ~~$1,520~~
PL-38	City Council Appeal Processing: SFD Others	 (Note 2) (Note 2)	 $100 $500
PL-39	Planning Pre-Submittal Meeting	0%	$0
PL-40	Planning Re-inspection Fee	100%	$100
PL-41	Code Enforcement Inspection	0%	$0
PL-43	Weed Abatement Service	(Note 6)	$350 plus contracted cost of mowing for first mowing of the season. $235 plus contracted cost of mowing for each subsequent mow of the season after the first.
PL-45	Annexation Petition Processing	100%	$3,980 ~~$3,935~~
PL-46	EAZ/West Innovation District Development Plan Application Fee	50%	Minor - $1,000 ~~$985~~ Major - $2,670 ~~$2,640~~
PL-47	EAZ/West Innovation District Administrative Departure Fee	0%	$0
PL-48	EAZ/West Innovation District Site Plan Approval Fee	100 %	$2,710 ~~$2,675~~
PL-49	Bridge Street District – Basic Plan Review	25%	$1,190 ~~$1,175~~
PL-50	Bridge Street District – Development Plan Review	50%	$2,840 ~~$2,805~~
PL-51	Bridge Street District – Site Plan Review	50%	$3,010 ~~$2,975~~
PL-52	Bridge Street District – Minor Project Review	50%	$0- Historic District $100- Residential accessory uses/structures $1,040 ~~$1,025~~- Small $1,730- Large $100 – Signage Review
PL-53	Bridge Street District – Architectural Review Board (ARB) Review	50%	$1,190 ~~$1,175~~ - Basic Plan $3,030 ~~$2,995~~ - Development Plan $3,090 ~~$3,050~~ - Site Plan
PL-54	Bridge Street District – Waiver Review	50%	$1,880
PL-55	Bridge Street District – Open Space Fee in Lieu of Determination	(Note 2)	$0- If included in Basic Plan Review $0- If open space requirement is less than 300 sq. ft. $500- Others
PL-56	Bridge Street District – Master Sign Plan Review	25%	$890 ~~$875~~
PL-57	Bridge Street District – Parking Plan Review	25%	$800 ~~$795~~

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To Be Recovered	Fee
Regulation, Product or Service			
Public Safety Services			
Police Services			
PO-01	Police False Alarm Response	100%	$0-1st 2 in 6 mos. $70 -third alarm $70 -fourth alarm $80-fifth alarm $100-6 or more in 6 months.
PO-02	Impounded/Abandoned Vehicle Release: Crime Victim Others	 0% 100%	 Crime Victim - $0 Others - $120
PO-03	Records Check/Clearance Letter	(Note 16) 100%	$20
PO-04	Firearm Permit	100%	$100
PO-05	Vacation House Watch	0%	$0
PO-06	Non-Emergency Lock-Out Assistance	0%	$0
PO-08	Police Report Reproduction	(Note 4)	$.05 single-sided black & white $.10 double-sided black & white $.10 single-sided color copy
PO-09	Police Photo Reproduction	(Note 4)	$1/print or CD plus postage.
PO-10	Video/Audio Tape Reproduction	(Note 4)	$3 (tapes supplied).
PO-11	Other Agency Dispatch Service	(Note 5)	(Note 5)
PO-12	Facility Rental – Firing Range (open only to other Law Enforcement Agencies)	(Note 2)	$50 plus staff time for Range Officer(s)
Public Works Services			
Utility and Enterprise Services			
PW-01	Water Service	100%	(Note 25)
PW-02	Sanitary Sewer Service	100%	(Note 26)
PW-03	Storm Sewer Services	0%	(Note 10) $0
PW-04	Refuse Collection Service – Residential	0%	$0
PW-05	Recycling Collection Service	0%	(Note 29) $0
PW-06	Street Sweeping	0%	$0
PW-07	Spilled Load Clean-up	(Note 11a) 100%	$130/hr plus costs
PW-08	Damaged Property Repair	(Note 11a) 100%	$130/hr plus costs
PW-09	Fire Hydrant Permit (public or private)	100%	$115 (fee to be doubled if City required to pump the hydrant) plus, $350 refundable deposit for hydrant backflow prevention device and hydrant wrench.
PW-10	Fuel Surcharge (Administrative Fee)	(Note 34) 100%	$0.10 per gallon - unleaded or diesel $0.40 per gasoline gallon equivalents (GGE) - compressed natural gas.
PW-11	Salt Surcharge	100%	$1.55/ton
PW-12	Washington Township Fleet Maintenance	(Note 37)	Labor $85 per hour Parts at cost plus 5% surcharge for admin. costs

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To Be Recovered	Fee
Regulation, Product or Service			
Leisure and Cultural Services (continued)			
Leisure and Cultural Services			
RC-01	Youth & Adult Sports Program	(Note 8)	(Note 8 & 22)
RC-02	Adult Recreation Classes	(Note 8)	(Note 8 & 22)
RC-03	Teen Recreation Classes / Camps	(Note 8)	(Note 8 & 22)
RC-04	Preschool & Youth Recreation Classes	(Note 8)	(Note 8 & 22)
RC-06	Preschool Camps & Youth Camps	(Note 8)	(Note 8)
RC-08	Special Needs Programs	(Note 8)	(Note 8)
RC-09	Fitness/Wellness Classes	(Note 8)	(Note 22)
RC-10	Theater Classes & Camps	(Note 8)	(Note 8)
RC-11	Pool Recreation Classes	(Note 8)	(Note 22)
RC-12	Recreational Swimming – Outdoor Pool	(Note 6)	See Appendix A.
RC-13	Swimming Lessons	(Note 8)	(Note 8 & 22)
RC-14	Swim Team	(Note 8)	(Note 8)
RC-15	Concession Services	(Note 23)	(Note 23)
RC-16	Senior Citizen Recreational Programs	(Note 8)	(Note 2 & Note 33)
RC-17	Park Reservation Service	(Note 2 & 8)	**Park Shelter & Scioto Amphitheater** $5 per hour – Resident $12.50 per hour – Non-Resident **Coffman Park Amphitheater** $10 per hour – Resident $20 per hour – Non-Resident **Coffman Park Pavilion & Amberleigh Park Pavilion** $12.50/hr ($100/day) – Resident $25/hr ($200/day) – Non-Resident (plus $100 refundable deposit for all rentals.) **Kaltenbach Park Shelter House** $5 per hour – Resident $12.50 per hour – Non-Resident **Kaltenbach Park Community Center** $30 per hour – Resident $70 per hour – Non-Resident
RC-18	Athletic Field Usage/Rental (baseball, softball, and soccer fields)	(Note 28) 100%	See Appendix A.
RC-19	DCRC – Passes	(Note 6)	See Appendix A.
RC-20	DCRC – Babysitting	(Note 8)	(Note 8)

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APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

		Percentage of Full Costs To Be Recovered	**Fee**
RC-21	DCRC – Rental Rates	(Note 6 & 24)	See Appendix A.
RC-22	Indoor Reservation Service (Previously Community Hall Rental)	(Note 6)	See Appendix A.
RC-23	Theater Rental	(Note 6)	See Appendix A.

APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES

Notes:

1. Fee not to apply to Dublin residents when request is for primary residential property.
2. A flat fee to be reviewed periodically by City Council.
3. The recovery is to be the maximum allowable under Ohio Law.
4. The recovery is to be the maximum allowable under the Public Records Act.
5. The percentage of recovery is dependent on the agreement negotiated between the parties.
6. Rather than a percentage of recovery, the City Council has specified a fee structure to be adopted.
7. There is to be no recovery of costs for Police Officers subpoenaed.
8. In general, the recreation program will attempt to recover, on an aggregate basis, 50% of direct costs and building maintenance costs, while recognizing that some programs may be somewhat less than that for certain reasons and some more than that. This to be based on the nature of the program. This will ensure that individual fees are reviewed annually, and any set unusually high/low are flagged.
9. For City Services provided aside from the Division of Events Administration.
10. At the February 8, 1999 meeting of the Committee of the Whole to discuss storm drainage utilities. The consensus was not to implement storm drainage fees.
11.
    a. Fee will be based on fully burdened hourly rate plus any out-of-pocket costs and other direct costs.
    b. For required City services, cost recovery of 50% of the fully burdened hourly rate of labor, plus full recovery of any out-of-pocket costs and other direct costs may be charged for recognized, tax exempt, Dublin non-profit events at the discretion of the Finance Committee.
12. Plus costs of any additional outside review services.
13. Plus a $5,000 refundable bond to cover costs of repairs should they be necessary. Residents are not required to post bond when not cutting into the street pavement.
14. Plus any fees charged by the County or State.
15. Fully-burdened hourly rates of Traffic Technician(s) and any Streets & Utilities Staff used to repair light poles, plus actual cost of parts for repairs.
16. Not chargeable to any and all governments or government agencies; Dublin residents; Dublin businesses.
17. Fee applies when check has been deposited twice, is still NSF, and the party must redeem the check in person for cash.
18. The City does not have a certified Board of Building Appeals and therefore does not have the authority under the Ohio Revised Code to charge a fee.
19. A flat fee for a temporary structure permit.
20. Changes have not been made in the past to the fee or the percentage of recovery based upon the low volume of service delivery.
21. Fees to be waived for those properties located within the Architectural Review District in Old Dublin, and for churches and places of worship in residential districts, and for Alternative Energy Applications.
22. A ten percent (10%) discount to apply for Community Recreation Center (DCRC) members on programs held inside the DCRC facility (not to apply to camps & aerobics classes).

APPENDIX A – SCHEDULE OF FEES AND SERVICE CHARGES
Notes (continued)

23. Concession items will be charged at fees that attempt to recover direct cost of operations.

24. Rental fees for the gymnasium, classrooms, and park shelters are waived for youth organizations and schools, both public and private, serving the Dublin Community.

25. Fees as adopted in Ordinance 13-92 and 24-95 and as amended by Ordinance 07-05, and 94-07, and 64-09, 56-11, and 64-12.

26. Fees as adopted in Ordinance 14-92 and 25-95 and as amended by Ordinance 07-05, and 94-07, and 64-09, 56-11, and 64-12, and 95-13.

27. Tree Removal permit at no charge and tree replacement fee of $100 per caliper inch.

28. The policy changes regarding athletic field usage were addressed in an October 31, 2014 memo titled "Updated Baseball and Softball Field Use Policy," by Matt Earman, Director of Recreation Services. The fee changes specified in that memo are discussed later in this appendix.

29. First set of recycling bins provided to owners of new homes. Replacement bins will be provided to new residents when needed. This is to be an informal policy, implemented in an effort to improve customer service and facilitate the City's recycling service.

30. For qualifying Homeowners Association projects located within the public realm of the subdivision.

31. Fees waived if wireless is located on a City facility and the space is leased from the City. Fees for outside review services plus the cost of the City's Telecommunication Consultant and any Legal fees will be charged to the applicant.

32. Per Ordinance 41-93, which authorizes the Establishment of a Mayor's Court Computer Fund as approved by the Auditor of State.

33. Dublin community senior citizens membership is available for a fee of $15 for residents and $20 for non-residents 55 years or older and offers special privileges including eligibility to participate in all general and special senior activities, to serve on the advisory board and committees, and priority registration for certain programs. Fees for senior citizens membership will be waived for those participants age 90 years and over.

34. Resolution 35-11 approved the administrative fee for Compressed Natural Gas (CNG) based on "gasoline gallon equivalents" (GGE). Ord 49-15 set the fee for CNG at $0.40 per GGE.

35. The online driving course is through the National Safety Council. The City receives $25 remittance per course registrant. The $80 Court cost is subject to change with increases in State and/or local court costs.

36. Up to two (2) cremains per niche, and the fee includes perpetual care.

37. Resolution 03-13 approved setting the labor rate for services provided to Washington Township at the fully burdened hourly rate. At the time, this was set at $81.00 per hour. The Resolution also allowed the City to charge Washington Township the cost of parts plus a 5% surcharge to cover the in house NAPA store.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

BL-05 BUILDING INSPECTION - RESIDENTIAL

Building inspection/permit - $245 for the first 1,000 sq. ft. or fraction thereof, plus $65 for each additional 500 sq. ft. or fraction thereof. (Note: After hours inspections are charged an additional $120/hr with a three hour minimum.)

Description of Service	Fee
Prefabricated fireplace, wood or coal-burning stove.	$50
Shoring permit.	$80
Certificate of occupancy.	$50

BL-06 BUILDING INSPECTION – COMMERCIAL

New building and additions thereto including garages and accessory buildings and all other buildings - $275 for the first 1,000 sq. ft. plus $150 per 1,000 sq. ft. of area or fraction thereof. (Note: After hours inspections are charged an additional $120/hr with a three hour minimum.)

Description of Service	Fee	
Alterations permit fees, industrial units, prefabricated assemblies and relocated Building permit fees (also includes "walk-through" for interior alterations).	$150	for the first 1,000 sq. ft. or fraction thereof, plus $50 for each additional 1,000 sq. ft.
Rehabilitation permit fees:		
Rehabilitation of condemned building.	$130	Standard fee plus $100 for the first 1,000 sq. ft. or fraction thereof, plus $32 for each additional 1,000 sq. ft.
Existing buildings.	$100	for the first 1,000 sq. ft. or fraction thereof, plus $32 for each additional 1,000 sq. ft.
Certificate of occupancy.	$190	

BL-09 ELECTRICAL INSPECTION/PERMIT-RESIDENTIAL

Description of Service	Fee	
Temporary service	$60	
New construction or alterations/additions	$60	minimum fee plus, $25 each additional 500 sq. ft. or fraction thereof over 1,000 sq. ft.
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	$60	minimum fee, plus $12 each 500 sq. ft. or fraction thereof over 1,000 sq. ft.

BL-10 ELECTRICAL INSPECTION/PERMIT-COMMERCIAL

Description of Service	Fee	
Temporary service	$70	(plus 3% State surcharge.)
New construction or alterations/additions	$65	first 1,000 sq. ft. (minimum fee $65) plus additional $80 per 1,000 sq. ft. up to 50,000 sq. ft., plus $55 per 1,000 sq. ft. from 50,001 sq. ft. to 100,000 sq. ft., plus $50 per 1,000 sq. ft. over 100,001 sq. ft. (plus 3% State surcharge.)
Low voltage electric (Fire alarms, security systems, coaxial cable, etc.)	$35	minimum fee, plus $30 each 1,000 sq. ft. or fraction thereof over 1,000 sq. ft. (plus 3% State surcharge.)

BL-11 HVAC INSPECTION/PERMIT-RESIDENTIAL

$75 minimum fee for areas up to and including 1,000 sq. ft. plus $35 for each 500 sq. ft. or fraction thereof in excess of 1,000 sq. ft.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

BL-12 HVAC INSPECTION/PERMIT-COMMERCIAL

Description of Service	Fee	
New or Additions	$70	minimum fee plus $30 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.
Alterations	$70	minimum fee plus $20 per 1,000 sq. ft. or portion thereof over 1,000 sq. ft.

RC-12 RECREATIONAL SWIMMING-OUTDOOR POOL (Dublin Municipal Pool Passes)

Section 1. Season pass holder categories shall be designated as:

- Residents of the City of Dublin *(residency pertains to where you live not where you work).*
- Non-residents of the City of Dublin.

Section 2. Fees for the categories shall be as follows:

	Resident	Non-Resident
Individual	$75	$175
Family of 2	$130	$255
Family of 3	$180	$355
Family of 4	$210	$415
Family of 5	$240	$485
Senior (age 60 and over)	$50	$85

** - A 10% resident discount will be given for early registration between April 1 and May 1.

Section 3. Daily passes for City of Dublin Residents and their guests (accompanied by a Dublin Resident) will be available for the following fees:

	Resident	Non-Resident
Adult (18 years and older):	$7.00	$9.00
Senior (60 years and over):	$6.00	$8.00
Child (3 years to 17 years):	$6.00	$8.00
Child (2 years and under):	no charge	no charge
After 6 p.m. (3 yrs and older)	$4.00	$6.00

Note: The number of Non-Resident guests (accompanying each Dublin Resident) admitted to the facility will be limited in accordance with the municipal pool's ratio policy.

Section 4. The number of Non-Resident season passes available for purchase will be limited to 500.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-18 ATHLETIC FIELD USAGE/RENTAL

Baseball/Softball Field Allocation and Fee Schedule for All League Play

The field allocation and fees schedule for all baseball/softball fields shall be as follows:

League Play is limited to general team practices and team games during the Spring/Summer seasons. Fall season begins the third Monday in August, and ends the last Sunday in September. Spring/summer season begins the first Saturday in April, and ends the last Sunday in July. League play does not include practices or games outside of the Fall or Spring/Summer seasons, nor other activities such as camps, clinics, tournaments, tryouts and other organized activities.

	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5
	City of Dublin Programs	General Recreation	**Middle-Tier	***Select/Elite	Other
Organization Provider		*Dublin Youth Athletics Only	Dublin-Based Organizations	Dublin-Based Organizations	No Restrictions
Residency Requirement (Dublin/DSD)		Minimum 90% Residents	Minimum 90% Residents	Minimum 50% for U9 - U12 No Restrictions for U13 and Up	No Restrictions
Resident Fee Per Player/Season		Waived	$10 (2016)	$10 (2016)	$100
Non-Resident Fee Per Player/Season		$100 Phased Over 3-Year Period (2016 - $50; 2017 - $75; 2018 - $100)			$100
Games Played on Dublin Fields		All League Games	Up to 60%	Up to 60%	TBD
League Games Travel Restrictions		Dublin Corporate Limits (Some Exceptions Apply)	Limited to Central Ohio	No Restrictions	No Restrictions
Exclusionary Tryouts		Not Permitted	Not Permitted	No Restrictions	No Restrictions
Age Restrictions		Pre-K – 12th grade	U8 - Up	U8 - Up	No Restrictions
Team Coaching Restrictions		Volunteers Only	Volunteers Only	No Restrictions	No Restrictions

* The City recognizes Dublin Youth Athletics as the only organization eligible to provide general recreation league play on City fields. Dublin Youth Athletics will be responsible to provide sponsorship and representation to other leagues, field scheduling, field lining and bases for other eligible organizations as necessary. Such services will be performed for a pre-set fee established by DYA. Fees for services, or changes to fees for service, must be provided to the organizations at least one year in advance.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

City of Dublin Baseball/Softball Field Allocation and Fee Schedule for Organized Activities Not Associated With Dublin-Based Permitted Leagues or Tournaments

Organization Type	Fee
Dublin Youth Athletics	Fee Waived
Dublin Residents (General Use*):	$25 per field/two-hours OR $50 per field/day
Dublin-Based, Non-Profit Organizations** and Independent Teams***	$50 per field/two-hours OR $100 per field/day
Non-Dublin, Non-Profit Organizations and Teams:	$75 per field/two-hours OR $150 per field/day
For-Profit Organizations:	$100 per field/two-hours OR $200 per field/day
Field Lighting (Fee waived for Dublin Youth Athletics)	$25 per field/hour

Priority 1:	City of Dublin Recreation Programs and Special Events
Priority 2:	Dublin Youth Athletics
Priority 3:	All Other Organized Activities

*General uses include resident and/or business non-instructional activities such as birthday parties, family outings, business outings and other such uses that are informal in nature. Fees only apply to reserved field use. Fees are waived for all other general field use by Dublin residents and are accommodated on a first-come, first-served basis.

** Non-profit teams and organizations must submit documentation of their tax-exempt status with the Internal Revenue Service (i.e., IRS determination letter). Organizations must demonstrate compliance with tax return filing requirements by submitting the most recent federal tax filing submitted to the Internal Revenue Service (Form 990).

***Dublin-based independent teams include teams that consist of a head coach that is a Dublin resident and maintain a minimum of 75% Dublin resident players. Rosters of teams must be submitted with each permit application including the names and primary addresses of the head coach and players.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Baseball and Softball Proposed Field Use Fees and Implementation Schedule

League Play Field Use Fees

	Current	2015	2016	2017	2018
DYA Resident - General Recreation League	**Fee Waived**	**Fee Waived**	**Fee Waived**	**Fee Waived**	**Fee Waived**
Residents - Middle Tier/Select Leagues (DYA and Other)	**Fee Waived**	**Fee Waived**	**$10/Player/Season**	**$10/Player/Season**	**$10/Player/Season**
All Non-Resident Participants	**Fee Waived**	**Fee Waived**	**$50/Player/Season**	**$75/Player/Season**	**$100/Player/Season**

Tournament and Non-League Field Use Rental Fees

	Current	2015	2016
Dublin Youth Athletics	Fee Waived	Fee Waived	Fee Waived
Dublin-Based, Non-Profit Organizations	$50/Field/Day	$50/Field/Day	$100/Field/Day
Non Dublin-Based, Non-Profit Organizations	$50/Field/Day	$50/Field/Day	$150/Field/Day
For-Profit Organizations	$100/Field/Day	$100/Field/Day	$200/Field/Day
Field Lighting	$6/Field/Hour	$25/Field/Hour	$25/Field/Hour

Non-League and Non-Tournament Field Use Rental Fees

	Current	2015
Dublin Youth Athletics	Fee Waived	Fee Waived
Dublin Residents - General Use	$50/Day/Field	$25/2Hours/Field OR $50/Day/Field
Dublin-Based, Non-Profit Orgs/Other Teams	$50/Day/Field	$50/2Hours/Field OR $100/Day/Field
Non-Dublin, Non-Profit Orgs/Other Teams	$50/Day/Field	$75/2Hours/Field OR $150/Day/Field
For-Profit Organizations/Teams	$100/Day/Field	$100/2Hours/Field OR $200/Day/Field
Field Lighting	$6/Hour	$25/Hour

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-19 COMMUNITY RECREATION CENTER (DCRC) ANNUAL PASSES

The fees for annual pass holders to the Community Recreation Center (DCRC) shall be as follows:

	Individual	Family of Two	Family of Three	Family of Four	Family of Five or more
Annual Pass:					
Resident	$200	$345	$455	$520	$555
School Dist. Resident	$390	$650	$870	$940	$1,000
Non-Resident	$580	$1,020	$1,355	$1,530	$1,655
Dublin Based Employees	$240				
Military/Veterans: (w/valid identification)					
Resident	$180				
SD Resident	$350				
Non-Resident	$520				
Senior:					
Resident	$100				
SD Resident	$150				
Non-Resident	$195				
Note: For annual pass holders who wish to have a monthly automatic deduction from a savings or checking account, there is a $1 per month service fee.					
6 Month Pass:					
Resident	$120	$210	$275	$310	$335
70 Visit Annual Pass for College Students: - 25 years of age and under w/valid student identification, and proof of current Class enrollment or be a High School Student who has graduated in the current year, and is between High School graduation and College admission (w/valid identification):					
Resident	$100				
SD Resident	$200				
Non-Resident	$295				
Daily Passes:					
Adults (ages 18 yrs & up)	$8				
Child (ages 3-17 yrs)	$4				
Infant (ages 2 & under)	no charge				
City of Dublin residents may receive a discounted daily pass with their City of Dublin I.D. card. These photo I.D. cards may be purchased at the DCRC for $2/person/card. Proof of residency and age are required to purchase a resident card. Individuals under the age of 18 years must have a parent or guardian complete registration. Discounted daily pass rate for City of Dublin residents with a resident I.D. card is $4/adult and $3/child.					

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC21 COMMUNITY RECREATION CENTER (DCRC) – RENTAL RATES

Section 1. That the following schedule of rental rate fees be established for exclusive use of the specified areas with the Community Recreation Center:

Lap Pool

- $6.00 per hour per lane for Dublin resident recreational use. (Payment for daily admission fee or DCRC membership is required).
- $6.00 per hour per lane for authorized Dublin City School district functions.
- $20.00 per hour per lane for charitable organizations. (Includes admission fee for participants.)
- $40.00 per hour per lane for non-resident recreational use. (Payment for daily admission fee or DCRC membership is required.)
- $40.00 per hour per lane for organized team/instructional activities. (Includes admission fees for participants.)

Saturday After-Hours Pool Rentals

Pool amenities are available for rental after-hours on Saturday evening from 8:15 p.m. – 10:15 p.m. Rental fees for this time period (Resident / Non-Resident):

- $250 / $375 for rental of the leisure pool only.
- $275 / $415 for rental of the leisure pool and slide.
- $250 / $375 for rental of the lap pool only.
- $375 / $565 for rental of the lap pool and leisure pool only.
- $400 / $600 for rental of the lap pool and leisure pool with slide.
- $275 / $415 for rental of the leisure pool and diving boards only.
- $325 / $490 for rental of the leisure pool, slide and diving boards.

The use of Classroom C is included with any of the after-hours rentals listed above.

Maximum capacities of the facilities and the number of lifeguards and other supervisory staff are mandated by DCRC policy.

Gymnasium – Court A & Court B

- $25.00 per court per hour for Dublin residents.
- $45.00 per court per hour for non-residents.

Classroom A, B, and C

- $15.00 per hour for Dublin residents.
- $35.00 per hour for non-residents.

Section 2. That each area has designated hours of operation and an additional $20 per hour will be charged for time rented after those established hours with the exception of the Leisure Pool.

Section 3. That in order to implement the rental fees established herein, the City Manager or designee shall have the authority to promulgate and amend written administrative rules, regulations, and procedures not inconsistent with sections 1, 2, and 3 within this service center (S-160), and related policies adopted by City Council.

RC-22 COMMUNITY HALL AND MEETING ROOM RENTAL RATES

Community Hall Rental Rates (per hour)

Customer	Percentage of Cost Recovery	1/3 Hall	2/3 Hall	Hall
Resident	70%	**$45**	**$80**	**$110**
School District Resident	100%	**$65**	**$110**	**$155**
Non-Resident	200%	**$125**	**$215**	**$305**
Corporate Resident	100%	**$65**	**$110**	**$155**
Non For Profit (Dublin) (A)	70%	**$45**	**$80**	**$110**

(A)– As defined within current City policies.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-22 COMMUNITY HALL AND MEETING ROOM RENTAL RATES (continued)
Community Hall Rental Rates (per hour) (continued)

Table and chair set-up is included in the rental fee. A warming kitchen is available. Podiums, a PA system, and other basic AV support are available upon request, and must be set up by Dublin employees. A dance floor and risers (platforms) are available to rental groups and may be subject to an additional fee ($75 and $50, respectively) to cover costs of additional set-up and tear down time.

Meeting Room Rental Rates (per hour)

Customer	Percentage of Cost Recovery	Meeting Room 1	Meeting Room 2
Resident	70%	$25	$25
School District Resident	100%	$35	$35
Non-Resident	200%	$70	$70
Corporate Resident	100%	$35	$35
Non For Profit (Dublin) (A)	70%	$25	$25

(A)– As defined within current City policies.

Deposit:
There will be a $200 deposit for renting any portion of the Community Hall. An additional damage deposit will be collected when the rental group is serving alcohol (see "Alcohol" below). Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment of the deposit is due at time of reservation. The remaining balance (rental fees) is due at least 60 days prior to scheduled event. Deposits are non-refundable if the event is canceled.

Alcohol:
Rental groups are limited to serving beer and wine after 7:30 p.m. on Thursday, Friday, and Saturday nights only. All other circumstances will require a waiver from City Council at its next regularly scheduled meeting. Consumption is limited to the confines of the Community hall, and must comply with State of Ohio liquor laws. Additional proof of insurance may be required (see "Insurance Coverage" below). The City of Dublin is not liable for any injuries to guest or negligence where alcohol is involved. Special Duty Police Officer(s) must be contracted by the rental group and are required on the premises throughout the entire event when alcohol is being served. An additional $100 refundable damage deposit will be collected for rental groups serving alcohol.

Catering:
Caterers will be asked to provide a current professional caterer's license and proof of insurance, and will be asked to sign a letter of agreement.

Insurance Coverage:
Depending on the risk classification of the event, the rental group may be required to obtain appropriate insurance. If the City requires insurance for the event, the rental group will be asked to provide proof of liability insurance satisfying the City's lease requirements.

Rental Hours:
Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Rental Contract and Policies:
Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

Refund Policies:
Community Hall – Upon cancellation of a reservation, the City will refund the rental fees collected, less the rental deposit.

Meeting Rooms, Classrooms, Pavilions and Shelter houses – Upon cancellation of a reservation at least two weeks before the scheduled event, the City will refund the rental fees collected, less a $10 administrative fee. Refunds will not be issued for cancellations made within two weeks of the event.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

RC-23 COMMUNITY THEATER RENTAL RATES

Customer	Percentage of Cost Recover	Half-Day Rate (up to 5 hours)	Fee Per Hour (2 hour minimum)	Rehearsal Fee Per Hour (2 hour minimum)
Standard Rate	100%	$585	$145	$80
Corporate Resident	85%	$500	$125	$65
Not For Profit (Dublin) (A)	80%	$470	$120	$60
Non-Profit Performing Arts Groups (501c 3)	Flat fee determined periodically by City Council	$300	$70	$50
Dublin Arts Council (DAC)	(B)	*	*	*

(A) - As defined within current City policies.
(B) - Fees will be waived for rental groups falling under the umbrella organization of the DAC. DAC will be charged a fully burdened hourly rate for the Theater Technician's time upon request of that service. The Theater Technician will be charged at $45 per hour.

City employees (or City-contracted professional service) are the only ones authorized to use/program the theater's technical equipment, lighting, and any other theatrical appurtenances.

Rental Rates and Collection Fee:
In most cases, rental rates will be quoted to prospective rental groups in four-hour blocks. There may be certain times when a rental group will not need four hours for an event. In those situations, a per-hour rental rate will be optional, with a two-hour minimum. Should a rental group request the City of Dublin to facilitate ticket sales and collections for its performance(s), the City of Dublin will charge a 12% collection fee. This fee will be calculated based on total ticket sales, and the balance of ticket collections will be remitted to the rental group.

Rehearsal Rates:
Rehearsal rates will be available for those rental groups renting the theater facility for their performances. Rehearsal rates include "work lights" only. Rental groups desiring "technical" rehearsals must pay regular rental rates.

Deposit:
A $200 deposit will be required from groups renting the theater. The deposit will assure the City that funds are available should the event go past its schedule rental time and additional rental fees are levied. Groups renting the facilities are financially liable for any damage to the facility or equipment caused by them during use. Payment in full of rental fees and rental deposit is due upon receipt of the rental contract. Deposits are non-refundable if the event is canceled.

Rental Hours:
Rental hours will follow the existing hours of operation of the Dublin Community Recreation Center (DCRC) for Monday through Thursday rentals. Rental hours may be extended to midnight (12:00 a.m.) on Friday, Saturday, and Sunday pending staff and facility availability.

Insurance Coverage:
Rental groups will be required to obtain appropriate insurance. The rental group may be asked to provide proof of liability insurance that satisfies the City's lease requirements.

Rental Contract and Policies:
Each rental group will be required to sign a detailed facility rental contract and agree to abide by all policies, procedures, rules and regulations governing the rental and operation of the facilities.

APPENDIX A (continued)
SCHEDULE OF FEES AND SERVICE CHARGES

Dublin Community Recreation Center (DCRC) Facility Waivers (RC-21, RC-22, and RC-23)

City Staff is hereby authorized to waive fees for various types of Facility uses at the Dublin Community Recreation Center based on the table following.

Type	Description/Examples	Waiver Yes	Waiver No
After Prom	Dublin City Schools, private schools located in Dublin, Hilliard City Schools which Dublin residents attend ***(Dublin City Schools have first scheduling priority)***	X	
Community service organization sponsored events/activities that provide broad benefit to the Dublin community	Glaucoma screenings; immunization clinics; blood drives; Leadership Dublin Community Service Day	X	
School programs, both public and private serving children and young adults with special needs in programs that benefit the Dublin community **[Participants are to be supervised and assisted by School Teachers and Staff, and use the facility as approved by the Director of Recreation. The City and School District will sign an agreement for services and provide City Council with notification of the agreement.]**	Participants of the Dublin School's Power Plus Program (Postsecondary Options Work Employability Results)	X	
Fund raising	Swim for Diabetes; Cancer Society; Heart Association; Booster Clubs		X
International exchange sponsored by Dublin based not for profit organizations	Overnight exchange students; rotary program; Russian exchange program	X	
Schools, both public and private; and school related organizations	PTO's; Young Professionals Academy; Special Needs In-Service for Parents; Wrestling Club award ceremony; theater boosters; Work Study Appreciation Breakfast		X
Other Dublin based not for profit and profit events/activities not previously addressed			X
Non-Dublin based not for profit and profit events/activities not previously addressed			X

City administrative staff is hereby authorized to implement administrative procedures as necessary to manage the fee waiver request process as outlined above. Fee waiver requests for the above-described purposes will not be forwarded to City Council; likewise, Council will refer to staff any fee waiver requests presented to Council that have not been first reviewed/addressed by staff.