

RESOLUTION NO. 2025-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VERNON  
AUTHORIZING AND ADOPTING THE GENERAL FEE SCHEDULE FOR  
FISCAL YEAR 2025-2026

SECTION 1. Recitals.

- A. The City's fees are reviewed and updated on an annual basis in preparation for the budget adoption.
- B. On April 2, 2024, the City Council adopted Resolution No. 2024-04, approving and adopting a General Fee Schedule for Fiscal Year 2024-2025 incorporating no fee changes, adding reference to existing fees for Fire Prevention Services and non-substantive edits.
- C. Pursuant to Government Code section 66000 et. seq., specifically the notice and public meeting requirements of section 66016 and section 66018, the City made publicly available the fee study documents at least ten (10) days prior to the date of the public hearing.
- D. On April 1, 2025, the City of Vernon held a public hearing at which all oral and written presentations were made as part of a regularly scheduled meeting. Prior to holding said public hearing, the City published notice in a newspaper of general circulation at least ten (10) days prior to the date of the public hearing pursuant to Government Code section 6062a and provided written notice to all interested parties that have requested such written notice at least fourteen (14) days prior to the date of the meeting.
- E. On April 1, 2025, the Finance Department recommended the City Council adopt the proposed General Fee Schedule for Fiscal Year 2025-2026 incorporating fee adjustments, fees that were missing from the schedule, and non-substantive edits.
- F. The City Council desires to approve the General Fee Schedule for Fiscal Year 2025-2026.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VERNON AS FOLLOWS:

SECTION 2. The City Council of the City of Vernon finds and determines that the above recitals are true and correct.

SECTION 3. Effective July 1, 2025, the City Council of the City of Vernon hereby approves and adopts the General Fee Schedule for Fiscal Year 2025-2026, a copy of which is attached hereto as Exhibit A.

SECTION 4. All resolutions or parts of resolutions, specifically Resolution No. 2024-04, not consistent with or in conflict with this resolution shall be repealed effective June 30, 2025.

SECTION 5. The City Clerk or Deputy City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

APPROVED AND ADOPTED April 1, 2025.

Signed by:   
EF38D14900F1424...  
JUDITH MERLO, Mayor

DocuSigned by:

*Yonnie Parker*

1D29301246D2457...

YONNIE PARKER, Deputy City Clerk  
(seal)

APPROVED AS TO FORM:

Signed by:

*Zaynah N. Moussa*

9CDE4584F0FD4EA...

ZAYNAH N. MOUSSA, City Attorney

I CERTIFY THAT RESOLUTION NO. 2025-007 was passed and adopted by the City Council of the City of Vernon at the Regular Meeting on April 1, 2025, by the following vote:

AYES: 4 Council Members: Lopez, Rivera, Ybarra, Merlo

NOES: 0

ABSENT: 1 Council Member: Larios

DocuSigned by:

*Yonnie Parker*

1D29301246D2457...

YONNIE PARKER, Deputy City Clerk  
(seal)

Exhibit A



**GENERAL FEE SCHEDULE**

*Effective July 1, 2025*

CITY OF VERNON  
GENERAL FEE SCHEDULE  
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<b>ADMINISTRATIVE FEES</b>	
Business License rates are taxes and therefore not included in the Fee Schedule. Business License rates may be found in Vernon Municipal Code Chapter 5	
<b>COPIES</b>	
Standard	\$0.20 per page
Certified	\$16 per document
Oversized Plans	\$5.00 per sheet or direct cost of duplication
Special Projects	Direct cost of duplication
Audio/Video/CD/DVD duplication (medium provided by requestor)	\$5.00
<b>CREDIT CARD PAYMENT FEE</b>	
City’s direct cost to process credit card transactions for the convenience of the credit card user shall be collected from the credit card user as part of the transaction.	
<b>ELECTIONS</b>	
Candidate Statement Deposit	Set by LA County. See City’s Election website
Filing Fee – Intent to Circulate a Petition (Election Code Section 9202(b))	\$200.00
<b>FILMING</b>	
Permit	\$268.00
Filming Location Fee – Private Property	\$150 per permit
Filming Location Fee – Under City Control	\$650 per day
Filming Location Fee – City Street	\$650 per day
Health Department Inspection Fee	\$150 per permit
Building Department Inspection Fee	\$150 per permit
On-Duty Police Officer (See Filming Guidelines)	Per Agreement with Police Officers Association
Encroachment Inspector	\$75 per hour
Posting	\$110 per location
Encroachment, Traffic and Street Closure Fees	See Engineering Fees
Filming without a Permit*	Double all permit fees
*With the exception of film permit violations, all Filming Fees are collected on behalf of the City by the City’s Film Permit consultant (FilmLA).	

<b>ADMINISTRATIVE FEES</b>	
<b>MISCELLANEOUS</b>	
Returned Checks	\$25.00
Administrative Citations	See Resolution No. 2011-195
Civil Penalties	See Resolution No. 2011-195
<b>PASSPORTS</b>	
Processing Fee (Established by the U.S. Department of State)	Set by U.S. Department of State
Photograph	\$15.00 per photo
<b>ELECTRONICALLY STORED RECORDS OR DATA</b>	
<p>Except as specifically listed in this Fee Schedule, the City may charge duplication costs for producing an electronic copy of a non-exempt public record including:</p> <ul style="list-style-type: none"> <li>(a) All programming and computer services costs where production of the record requires data compilation, extraction or programming.</li> <li>(b) For all such productions, the charge shall be based on the compensation for the actual employee or contractor performing the production multiplied by the amount of time spent programming, etc. Time shall be billed in fifteen (15) minute increments with no minimum grace period.</li> </ul> <p>A deposit, based upon an estimate to fulfill a request, will be collected prior to commencement.</p>	
<b>SUBPOENA DUCES TECUM</b>	
Documents - Deposit for civil cases. No charge for criminal cases per Evidence Code Section 1563(b)(1). No charge for Federal cases unless significant per Federal Rules of Civil Procedure Rule 45.	\$15.00 deposit towards costs as provided in CA Evidence Code Section 1563
Persons - Deposit for civil cases pursuant to Government Code Section 68096.1. No charge for criminal cases pursuant to Penal Code Section 1329.	\$275.00 deposit toward actual cost to City

<b>BUILDING PERMIT FEES</b>	
<b>PERMIT FEES</b>	Building, Electrical, Plumbing, Heating, Ventilating, Cooling, and Refrigeration Permits
<b>VALUATION</b>	<b>FEE</b>
\$1.00 to \$2,000.00	\$200.01
\$2,001.00 to \$5,000.00	\$200.01 for the first \$2,000.00 plus \$10.00 for each additional \$100.00 or fraction thereof, up to and including \$5,000.00
\$5,001.00 to \$25,000.00	\$499.12 for the first \$5,000.00 plus \$24.99 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$1,000.04 for the first \$25,000.00 plus \$18.74 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$1,468.53 for the first \$50,000.00 plus \$13.75 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$2,155.04 for the first \$100,000.00 plus \$10.00 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00
\$500,001.00 and up	\$6,153.40 for the first \$500,000.00 plus \$7.73 for each additional \$1,000.00 or fraction thereof.
<b>Plan Check Fee when required, shall be equal to 65% of the Permit Fee. Plan Check Energy Fee 25% of the Permit Fee. Permit Energy Fee 10% of the Permit Fee.</b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Green Building Standards Plan Review Mandatory Provisions	\$1,310.00
Green Building Standards Plan Review Tier 1 Provisions	\$2,619.00
Green Building Standards Plan Review Tier 2 Provisions	\$3,929.00
Green Building Standards Inspection Mandatory Provisions	\$1,284.00
Green Building Standards Inspection Tier 1 Provisions	\$2,536.00
Green Building Standards Inspection Tier 2 Provisions	\$3,788.00
Industrial Wastewater Discharge Permit Application Review	\$805.00
<b>Penalty Fees</b>	
Work commencing prior to the issuance of a permit shall be subject to an additional fee equal to the permit fee. (Authorized by California Building Code § 109.4.)	

<b>BUILDING PERMIT FEES</b>	
<b>CERTIFICATE OF OCCUPANCY FEES</b>	
<b>AFFECTED FLOOR AREA</b>	
<b>Inspection Fee:</b>	
5,000 square feet or less	\$400.00
5,001 to 50,000 square feet	\$600.00
50,001 to 100,000 square feet	\$865.00
Over 100,000 square feet	\$1,065.00
<b>Issuance of a Temporary Certificate of Occupancy</b>	
5,000 square feet or less	\$0
5,001 to 50,000 square feet	\$0
50,001 to 100,000 square feet	\$0
Over 100,000 square feet	\$0
<b>INSPECTION AND OTHER FEES</b>	
<b>DESCRIPTION</b>	<b>FEE</b>
Permit Inspection outside of normal business hours (minimum charge four hours)	\$900.00/hour
Inspection of work not requiring a permit	\$199.00/hr.
Re-inspection fee	\$199.00/hr.
Additional structural plan review required by changes, additions or revisions to the plans submitted or determination if an existing structure can accept additional loads	\$502.00/hr.
Additional non-structural plan review required by changes, additions or revisions to the plans submitted	\$502.00/hr.
Certified Access Specialist (CASp) Review Fee	\$701.00/hr.
Trailer Permit	\$302.00/trailer
Trailer Permit for subsequent years	\$302.00
Final Map, parcel map, or tentative map which contains four or less parcels or lots	\$6,230.00
Final Map, parcel map, or tentative map which contains five or more parcels or lots	\$7,780.00
Conditional Use Permit	\$18,691.00 plus applicant is responsible for cost to retain a consultant to prepare the environmental document for the project plus a 25% administration fee
Zoning Variance and Zoning Amendment	\$7,788.00

<b>BUILDING PERMIT FEES</b>	
Building Code Variance	\$4,672.00
Zoning Verification	\$311.00
Commercial/Industrial solar panel or other alternative energy sources installation greater than 50kw	\$1,000.00 plus \$7.00 per kW for each Kw above 50kW to 250kW and \$5.00 per kW above 250kW
Residential Solar Panel Installation	\$500 plus \$15 per kW for each kW above 15kW
Water Efficient Landscape Plan Review and Inspection Fee	\$3,115.00
Sanitary Sewer Flow Study Fee	\$199.00
Green building Standards Administration Special Revolving fee	\$1.00 for every \$25,000.00 or portion thereof of valuation
Release of Building Drawings	\$311.00
Special Event Application / Public Assembly Application	\$510.00
Temporary Use Permit	\$3,115.00

<b>ENGINEERING FEES</b>		
<b>ENGINEERING FEES</b>		<b>FEE</b>
Lot Line Adjustment Fee	Per App	\$2,121.00
Street Vacation Fee	Per App	\$11,107.00
Certificate of Compliance Fee		\$1,014.00
Covenant and Agreement Review Fee		\$2,117.00
Lot Merger Review Fee		\$2,121.00
Grant / Easement Deed Review		\$1,964.00
<b>ENCROACHMENT FEES</b>		
Permit Issuance Fee	Per App	\$229.00
Permit Inspection and Plan Check Fees		Regular Time \$649.00/hr. Overtime \$973.00/hr.
Annual Permit	Per App	\$578.00
Reconstruction Fees for Work Completed by City		All other direct costs to the City resulting from the Permittee's activity, calculated at actual cost plus 25% administrative cost
<b>FRANCHISES AND LICENSES</b>	<b>Issuance</b>	<b>Annual Fee</b>
Railroad crossings, conveyor bridges, and tunnels across a street	\$25,000.00	\$3,210.00

<b>ENGINEERING FEES</b>		
Railroad Tracks, pipelines, or conduits along a street	\$25,000 for each one-half (1/2) mile or portion thereof	\$3,210.00 for each one-half (1/2) mile or portion thereof
Pipelines or conduits across a street or a metering manhole in the street	\$12,500.00	\$1,605.00
Building footings and appendages for traffic sensors, signs, monitoring wells and architectural projections	\$5,000.00	\$642.00
<b>The fee for any encroachment not specifically listed in the table shall be the same fee for the most similar structure listed in the table as determined by the City.</b>		
<b>GRADING</b>		
Low Impact Development Plan Review		\$2,627.00
Grading Inspection (No LID)		\$1,586.00
Grading Plan Review Fee		\$2,627.00
NPDES LID Inspection		\$1,586.00
<b>ENCROACHMENT PERMIT FAITHFUL PERFORMANCE BONDS OR CASH DEPOSIT REQUIREMENTS</b>		
<p>The amount of an encroachment permit cash deposit, certified or cashier's check, surety bond, or letter of credit shall be determined by multiplying the quantity of asphalt paving, concrete paving, sidewalk, concrete curb, monuments and trench excavations proposed to be removed, disturbed or opened by the rate shown in the table below, the sum of the totals shall establish the minimum amount of the bond or deposit, except that in no case shall the faithful total security be less than \$5,000. Authorized by Vernon Municipal Code §12.08.200.</p>		
<b>Type of Work to be performed</b>		
Asphalt pavement		\$22.75/sq. foot
Concrete pavement and driveway		\$25.50/sq. foot
Concrete sidewalk		\$13.25/sq. foot
Concrete curb and gutter		\$67.50/lin. Foot
Trench excavations		\$9,630.00 each open excavation
Monument replacement		\$3,852.00/monument

## **FIRE PREVENTION SERVICE FEES**

The City of Vernon contracts out Fire Prevention Services with the County of Los Angeles Fire Department. The City of Vernon does not have any control over Fire Services fees. For the County of Los Angeles Fire Department fire services fees and contact information, please refer to the link below:

<https://www.fire.lacounty.gov/fire-prevention-division/fire-prevention-fees/>

<b>HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES</b>	
<b>ANIMAL CONTROL</b>	
Dog License	\$30.00
<b>FOOD PROTECTION</b>	
<b>Catering Facility</b>	
Less than or equal to 1,999 sq. ft.	\$429.00
2,000 – 3,999 sq. ft.	\$523.00
4,000 – 9,999 sq. ft.	\$627.00
10,000 sq. ft. or more	\$815.00
<b>Commissary</b>	
Less than or equal to 1,999 sq. ft.	\$250.00
2,000 – 9,999 sq. ft.	\$297.00
10,000 – 49,999 sq. ft.	\$344.00
50,000 – 99,999 sq. ft.	\$391.00
100,000 sq. ft. or more	\$438.00
<b>Cottage Food Operation</b>	
Class A	\$60.00
Class B	\$94.00
<b>Food Market</b>	
Less than or equal to 1,999 sq. ft.	\$282.00
2,000 – 3,999 sq. ft.	\$329.00
4,000 – 9,999 sq. ft.	\$357.00
10,000 sq. ft. or more	\$423.00
<b>Food Processing Facility</b>	
Less than or equal to 1,999 sq. ft.	\$344.00
2,000 – 9,999 sq. ft.	\$533.00
10,000 – 49,999 sq. ft.	\$721.00
50,000 – 99,999 sq. ft.	\$1,224.00
100,000 sq. ft. or more	\$1,412.00
<b>Food Warehouse</b>	
Less than or equal to 1,999 sq. ft.	\$207.00
2,000 – 9,999 sq. ft.	\$254.00
10,000 – 49,999 sq. ft.	\$348.00
50,000 – 99,999 sq. ft.	\$706.00
100,000 sq. ft. or more	\$894.00
<b>Food Warehouse – Limited Food Prepacking</b>	
Less than or equal to 1,999 sq. ft.	\$207.00
2,000 – 9,999 sq. ft.	\$254.00
10,000 – 49,999 sq. ft.	\$348.00
50,000 – 99,999 sq. ft.	\$706.00

<b>HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES</b>	
100,000 sq. ft. or more	\$894.00
<b>Public School Cafeteria</b>	
Food Preparation	\$188.00
Food Preparation - Limited	\$94.00
<b>Restaurant</b>	
Less than or equal to 1,999 sq. ft.	\$429.00
2,000 – 3,999 sq. ft.	\$523.00
4,000 – 9,999 sq. ft.	\$627.00
10,000 sq. ft. or more	\$815.00
<b>Shared Kitchen Complex</b>	
Less than or equal to 1,999 sq. ft.	\$188.00
2,000 – 9,999 sq. ft.	\$235.00
10,000 – 49,999 sq. ft.	\$363.00
50,000 – 99,999 sq. ft.	\$674.00
100,000 sq. ft. or more	\$894.00
<b>Soft Serve Program</b>	
Machine	\$94.00
State License Fee	Set by the State
Vending Machine	\$47.00
Limited Service Charitable Feeding Operation	\$250.00
Micro Market	\$250.00
Microenterprise Home Kitchen Operation	\$250.00
Host Facility	\$250.00
<b>Mobile Food Facility</b>	
Cart – Food Preparation	\$171.00
Cart – Pre-Package Food	\$124.00
Vehicle – Food Preparation	\$497.00
Vehicle – Pre-Package Food	\$309.00
Compact Mobile Food Operation	\$124.00
Mobile Support Unit	\$124.00
Wholesale Food Vehicle	\$124.00
<b>ENVIRONMENTAL PROTECTION</b>	
<b>Cross Connection</b>	
Backflow Prevention Device	\$12.00
<b>Commercial Laundry Facility</b>	
Less than 1,000 sq. ft.	\$191.00
1,000 – 4,999 sq. ft.	\$251.00
5,000 – 9,999 sq. ft.	\$282.00
10,000 – 49,999 sq. ft.	\$363.00
50,000 sq. ft. or more	\$484.00

<b>HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES</b>	
<b>Garment Facility</b>	
Less than or equal to 999 sq. ft.	\$191.00
1,000 -4,999 sq. ft.	\$251.00
5,000 – 9,999 sq. ft.	\$282.00
10,000 – 99,999 sq. ft.	\$363.00
100,000 sq. ft. or more	\$484.00
<b>Wiping Rag Facility</b>	
Less than or equal to 249 sq. ft.	\$191.00
250 – 999 sq. ft.	\$251.00
1,000 – 2,999 sq. ft.	\$282.00
3,000 – 4,999 sq. ft.	\$363.00
5,000 sq. ft. or more	\$484.00
<b>Rendering Facility</b>	
Less than or equal to 1,999 sq. ft.	\$297.00
2,000 – 9,999 sq. ft.	\$391.00
10,000 – 49,999 sq. ft.	\$438.00
50,000 – 99,999 sq. ft.	\$565.00
100,000 sq. ft. or more	\$753.00
Rendering Operation Vehicle	\$60.00
<b>Liquid Waste Management Facility</b>	
Less than or equal to 1,999 sq. ft.	\$191.00
2,000 – 9,999 sq. ft.	\$251.00
10,000 – 49,999 sq. ft.	\$282.00
50,000 – 99,999 sq. ft.	\$363.00
100,000 sq. ft. or more	\$484.00
Liquid Waste Pumper Vehicle	\$60.00
<b>LEA – Solid Waste Facility</b>	
Transfer/ Processing – Limited Volume	\$1,883.00
Transfer/ Processing – Medium Volume	\$2,825.00
Transfer/ Processing – Large Volume	\$3,578.00
<b>Waste Processing Facility</b>	
Less than or equal to 1,999 sq. ft.	\$181.00
2,000 – 9,999 sq. ft.	\$242.00
10,000 – 49,999 sq. ft.	\$302.00
50,000 – 99,999 sq. ft.	\$363.00
100,000 sq. ft. or more	\$484.00
Solid Waste Hauler Vehicle	\$60.00
<b>Medical Waste Facility</b>	
Generator – Large Quantity	\$250.00
Generator – Small Quantity	\$250.00

<b>HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES</b>	
Onsite Treatment Facility – Small Quantity	\$250.00
Onsite Treatment Facility – Large Quantity	\$250.00
<b>CERTIFIED UNIFIED PROGRAM AGENCY</b>	
<b>Aboveground Petroleum Storage Act Program</b>	
Full Permit	\$2,996.00
Tier I	\$2,431.00
Tier II	\$2,431.00
<b>California Accidental Release Prevention Plan</b>	
Program Level 1	\$4,708.00
Program Level 2	\$5,633.00
Program Level 3	\$5,633.00
Program Level 4	\$5,633.00
<b>Hazardous Material Release Response Plan</b>	
Hazardous Materials Business Plan	\$614.00
<b>Hazardous Waste Generator</b>	
Small Quantity	\$566.00
Large Quantity – Non-RCRA	\$755.00
Large Quantity – RCRA	\$753.00
<b>Tiered Permitting of Hazardous Waste On-Site Treatment</b>	
Conditionally Authorized	\$753.00
Conditionally Exempt	\$753.00
Permit by Rule	\$941.00
<b>Underground Storage Tank</b>	
UST – Non-Petroleum	\$1,035.00
UST – Petroleum	\$1,035.00
State of California Surcharge	Set by the State
Aboveground Petroleum Storage Act	Set by the State
California Accidental Release Response Plan	Set by the State
CUPA Oversight	Set by the State
Underground Storage Tank	Set by the State
<b>SERVICE FEES</b>	
<b>Shared Kitchen Operator</b>	
Annual	\$248.00
Quarterly	\$124.00
<b>Community Events</b>	
Organizer	\$122.00
Food Preparation	\$154.00

<b>HEALTH AND ENVIRONMENTAL CONTROL PERMIT FEES</b>	
Pre-Package	\$107.00
Pre-Package with Sampling	\$107.00
<b>Plan Check</b>	
Food Plan Check	\$813.00
CUPA Plan Check	\$1,190.00
Site Evaluation	\$188.00
<b>Well Permits</b>	
Application Fee	\$188.00
Per Well/Soil Boring	\$62.00
<b>Solid Waste</b>	
5-Year Permit Review	\$753.00
Remedial Action Agreement Application Fee	\$1,883.00
<b>Hourly Rate</b>	
Environmental Health Specialist	\$188.00
Environmental Health Technician	\$121.00
CUPA Work Plan Review/ Closure Certification	\$753.00
<b>MISCELLANEOUS</b>	
For Services in Which No Fee Is Listed	Actual Cost
Solid Waste Self Hauling Application Fee	\$813.00
Solid Waste Self Hauler Vehicle	\$60.00
Commercial Agricultural Operation	\$207.00

<b>POLICE FEES</b>	
<b>GENERAL</b>	<b>FEE</b>
Vehicle release fee - standard	\$60.00
Vehicle release fee - driving under the influence	\$144.00
Vehicle release fee - stored	\$60.00
Fee to release complete copy of arrest reports, traffic accident reports, incident reports	\$20.00
Fee to release complete copy of arrest reports, traffic accident reports, and incident reports (certified)	\$31.00
Repossession fee for vehicles repossessed in Vernon (Government Code 41612)	\$15.00
VIN verification fee	\$50.00
Citation sign-off fee	\$50.00
DUI Emergency Response	City's cost
Subpoenas witness attendance deposit (Government Code Section 68097.2)	\$275.00
Subpoenas for discovery motions	\$15.00
Basic Police background investigation	\$19.00
USB copy– Digital	\$19.00
<b>FALSE ALARMS</b>	
No charge for the first 3 within a fiscal year	
4th false security alarm	\$168.00
5th false security alarm	\$207.00
6th false security alarm	\$246.00
7th false security alarm, and each additional security alarm thereafter	\$284.00