



# MASTER FEE SCHEDULE

## FY24 & FY 25



CITY OF  
WALNUT  
CREEK  
CALIFORNIA

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**City of Walnut Creek  
Administrative Services  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY 2024	FY 2025
<b>Budget document, each (printed versions)</b>	79.00	79.00
<b>Financial Statements (printed versions):</b>		
City	25.00	25.00
Redevelopment Agency	15.00	15.00
Other Audit Reports	10.00	10.00
<b>Service Charges (each transaction):</b>		
Registration refunds	11.00	11.00
Returned check fee	40.00	40.00
<b>Solicitors and Itinerant Merchants Registration:</b>	33.00	33.00
Wages & Earnings Assignment Processing Fee	17.00	17.00
<b>Close-out Sales:</b>		
Up to 60 days (all businesses)	33.00	33.00
Additional 30 days (if in business at same location for 5 years)	33.00	33.00
<b>Copy of Business License</b>	7.50	7.50
<b>Special Information Requests</b>	actual cost	actual cost
<b>Collection fees on delinquent balances</b>	actual cost	actual cost

**City of Walnut Creek**  
**Arts and Recreation - Aquatics**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>AQUATICS<sup>1</sup></b>		
<b>Recreational Swim Admissions (During scheduled Recreational Swim sessions)</b>		
<b>Daily Admission</b>		
Age 6 & Under, Per Visit	4.00 - 6.00	4.00 - 6.00
Age 7-17 Years, Per Visit	5.00 - 7.00	5.00 - 7.00
Age 18 & Over, Per Visit	7.00 - 12.00	7.00 - 12.00
City Day Camp Group, Per Person Per Day	3.50 - 6.50	3.50 - 6.50
<b>Aquatics Splash Pass</b>		
Age 6 & Under, Per Visit	1.00 - 5.00	1.00 - 5.00
Age 7-17 Years, Per Visit	1.00 - 5.00	1.00 - 5.00
Age 18 & Over, Per Visit	1.00 - 5.00	1.00 - 5.00
Summer Recreational Pass -- (All ages; approximately Memorial Day through Labor Day; exact dates specified annually)	45.00 - 80.00	45.00 - 80.00
<b>Fitness Swimming Admissions (During scheduled Fitness Swim sessions)</b>		
<b>Daily Admission</b>		
Fitness Swim (Age 13 & over)	7.00 - 10.00	7.00 - 10.00
Swim Ticket Bundles, Each (Valid one year from date of purchase)		
Fitness Swim (Age 13 & Over), available in 10, 20, and 30 pass options	85.00 - 250.00	85.00 - 250.00
Passes (Date specific; valid specified number of days)		
Monthly Fitness Swim Pass (30 days)	70.00 - 100.00	70.00 - 100.00
<b>Classes &amp; Lessons</b>		

**City of Walnut Creek**  
**Arts and Recreation - Aquatics**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>AQUATICS<sup>1</sup></b>		
<b>Aquatic Classes</b>		
Per Class Hour	5.00 - 60.00	5.00 - 60.00
<b>Private Swim Lessons</b>		
Per Hour	40.00 - 82.00	40.00 - 82.00
<b>Pool &amp; Facility Rental</b>		
<b>Pool Rental - Per Hour (Minimum two hours; includes lifeguards)</b>		
<b>Larkey</b>		
Up to 100 People	220.00 - 329.00	220.00 - 329.00
Up to 200 People	250.00 - 359.00	250.00 - 359.00
Up to 300 People	295.00 - 462.00	295.00 - 462.00
<b>Clarke - Lane Rental (Excludes lifeguards)</b>		
Short Course, Per Lane Per Hour	6.00 - 12.00	6.00 - 12.00
Long Course, Per Lane Per Hour	12.00 - 25.00	12.00 - 25.00
<b>Clarke Pool Rental - Per Day (Including lifeguards)</b>		
Minimum Per Day Per Event	2000.00 - 3081.00	2000.00 - 3081.00
Pool Rental - Competitive Teams	Contract	Contract
Clarke Diving Well Rental (Per Hour, excluding lifeguards)	35.00 - 67.00	35.00 - 67.00
Clarke Diving Well Rental (Per Event Per Day including lifeguards)	625.00 - 847.00	625.00 - 847.00
Clarke Picnic Area Rental	50.00 - 103.00	50.00 - 103.00
Clarke Wading Pool Rental (Per Event Per Day excluding lifeguards)	50.00 - 103.00	50.00 - 103.00

**City of Walnut Creek**  
**Arts and Recreation - Aquatics**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>AQUATICS</b> <sup>1</sup>		
Larkey Sprayground Rental (Per Hour, including lifeguards)	100.00- 308.00	100.00- 308.00
<b>Lifeguards</b>		
Per Lifeguard Per Hour	15.00 - 26.00	15.00 - 26.00

**City of Walnut Creek**  
**Arts and Recreation - Community Arts & Bedford Gallery**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>BEDFORD GALLERY</b> <sup>1, 4, 6</sup>		
<b>Daily Gallery Admission</b>		
Adults	0.00 - 20.00	0.00 - 20.00
Students (17 & under)	0.00 - 15.00	0.00 - 15.00
<b>Special Admission (Lectures, Special Events, Fundraisers, etc.)</b>		
Adults	0.00 - 530.00	0.00 - 545.00
Students (17 & under)	0.00 - 425.00	0.00 - 435.00
<b>Library Community Art Gallery Exhibition Application Fee</b>		
Individual Artist	60.00 - 158.00	60.00 - 162.00
2 to 3 Individual Artists	110.00 - 158.00	110.00 - 162.00
Organizations & Groups (4+ Artists)	150.00 - 210.00	150.00 - 216.00
Public Art Tour, Per Person	0 - 10.00	0 - 10.00
Exhibition Tours - Groups	35.00 - 205.00	35.00 - 205.00
Gallery Outreach Presentations	30.00 - 150.00	30.00 - 150.00
Juried Exhibition Entry Fees	5.00 - 80.00	5.00 - 80.00
<b>Sales Commission</b>		
Artist Only	30% - 50%	30% - 50%
Artist and Associated Gallery	5% - 40%	5% - 40%
Resale Merchandise	0.50 - 1,027.00	0.50 - 1,027.00
Vendor/Concession Fee, Per Day	25.00 - 257.00	25.00 - 257.00
Offsite Art Gallery/Exhibit Tours, Per Person	25.00 - 530.00	25.00 - 545.00
Traveling Exhibition Rental Fee, Per Rental Period	2,500.00 - 42,500.00	2,500.00 - 43,500.00



**City of Walnut Creek**  
**Arts and Recreation - Community Arts & Bedford Gallery**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>BEDFORD GALLERY</b> <sup>1, 4, 6</sup>		
<b>Facility Rental</b>		
<b>Bedford Gallery (including use of Learning Center and 1 attendant) - Max. 250 people</b>		
Non-Profit 501(c)(3) Organization		
3 hour Rental Period	500.00 - 845.00	500.00 - 870.00
Additional time, per hour	125.00 - 185.00	125.00 - 190.00
Private/Commercial		
3 hour Rental Period	700.00 - 1,055.00	700.00 - 1,085.00
Additional time, per hour	150.00 - 315.00	150.00 - 325.00
Photo Shoot Backdrop, Per Hour	200.00 - 425.00	200.00 - 435.00
Additional Gallery Attendants or Technicians, Per Hour	20.00 - 80.00	20.00 - 82.00
Equipment Rentals (A/V, tables, chairs, etc)	75.00 - 200.00	75.00 - 200.00
<b>Public Art</b>		
Review and Processing of Commercial and City Public Art Projects, Per Hour	Design Review - New Buildings/Project Fee	Design Review - New Buildings/Project Fee
Research of Public Artists/Artwork, or Referrals to Artists or Consultants, Per Hour	Design Review - New Buildings/Project Fee	Design Review - New Buildings/Project Fee
Competition Entry Fee, Per Entry	10.00 - 80.00	10.00 - 82.00
Registration Administrative Processing Fee	0 - 5.00	0 - 5.00



**City of Walnut Creek**  
**Arts and Recreation - Community Arts & Bedford Gallery**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>CENTER FOR COMMUNITY ARTS CLASSES AND WORKSHOPS</b> <sup>1, 4, 5</sup>		
<b>Art Camps - Performing &amp; Visual Arts</b>		
Daily Camps, Per Hour	9.00 - 24.00	9.00 - 25.00
Weekly Camps, Per Hour (Number of weeks per session varies)	5.00 - 24.00	5.00 - 25.00
Community Music School Studio Rental, Per Hour	7.50 - 17.00	7.50 - 17.00
<b>Dance Studio Rental, Per Hour</b>		
Non-Profit 501(c)(3) Organizations; Schools (Public & Private)	20.00 - 210.00	20.00 - 210.00
Private/Commercial	60.00 - 260.00	60.00 - 260.00
<b>Performing Arts</b>		
Dance and Drama Workshops & Classes (Adult/Teen)	40.00 - 620.00	40.00 - 620.00
Dance and Drama Workshops & Classes (Pre-School and Youth)	40.00 - 620.00	40.00 - 620.00
Instrumental & Vocal Music Classes (All Ages; Number of days and hours vary)	40.00 - 360.00	40.00 - 360.00
Performance Fee (Pre-School and Youth)	0.00 - 77.00	0.00 - 77.00
School Year Intensive/Special Training Programs, Per Hour (All Ages):		
a) 0 - 4 hours per week	7.00 - 22.00	7.00 - 23.00
b) 5 - 8 hours per week	7.00 - 22.00	7.00 - 23.00
c) 9 - 12 hours per week	7.00 - 22.00	7.00 - 23.00
<b>Pre-School</b>		
School-Year Programs, Per Hour (Number of days per week and hours per day vary)	10.00 - 25.00	10.00 - 26.00
Summer Programs, Per Hour (Number of days per week and hours per day vary)	10.00 - 25.00	10.00 - 26.00
<b>Visual Arts - 2D &amp; 3D Disciplines (e.g., Jewelry, Glass, Photography, Ceramics, etc.)</b>		

**City of Walnut Creek**  
**Arts and Recreation - Community Arts & Bedford Gallery**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>CENTER FOR COMMUNITY ARTS CLASSES AND WORKSHOPS</b> <sup>1, 4, 5</sup>		
Workshops and Classes (Adult/Teen)	25.00 - 825.00	25.00 - 825.00
Workshops and Classes (Preschool & Youth)	10.00 - 670.00	10.00 - 670.00
Enrollment Deposit	25.00 - 650.00	25.00 - 650.00
Open Studio Workshop Fees (Number of days and hours vary)	30.00 - 515.00	30.00 - 515.00
Performance Ticket Prices	0.00 - 52.00	0.00 - 52.00
<b>Performance and Visual Arts Equipment and Services</b>	15.00 - 515.00	15.00 - 515.00
(Varies depending on type of equipment, personnel required, length of use and associated services)		
<b>Refund Fees</b>		
<b>Core Classes/Workshops</b>	10.00 - 205.00	10.00 - 205.00
Intensive, School-Year, and Special Programs	30.00 - 103.00	30.00 - 103.00
Supply Fees and Model Charges, Per Person	0.00 - 620.00	0.00 - 620.00
Withdrawal/Drop Fee (No Charge For Transfers)	10.00 - 310.00	10.00 - 310.00
Registration Administrative Processing Fee	0 - 5.00	0 - 5.00
<b>Advertising - Print Media, Per Ad</b>		
1/16 Page to Full Page	125.00 - 2,568.00	125.00 - 2,568.00
Inside or Outside Cover	2,200.00 - 5,135.00	2,200.00 - 5,135.00

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshar Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>CENTER REPERTORY COMPANY</b> <sup>1, 4, 7</sup>		
Single Tickets	0.00 - 140.00	0.00 - 155.00
Season Subscription Ticket Package	172.00 - 425.00	172.00 - 450.00
Young REP Workshops/Classes	360.00 - 2,275.00	360.00 - 2,350.00
Concessions	0.00 - 103.00	0.00 - 103.00
Costume and Prop Rentals (Per item)	1.00 - 2,000.00	1.00 - 2,000.00

**City of Walnut Creek  
Arts and Recreation - Golf  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>BOUNDARY OAK GOLF COURSE <sup>1</sup></b>		
<b>Weekdays = Monday through Thursday; Weekends = Friday through Sunday</b>		
<b>18-HOLE - RESIDENT (With valid resident card)</b>		
Weekday	25.00 - 41.00	25.00 - 41.00
Weekend	40.00 - 55.00	40.00 - 55.00
<b>18-HOLE - NON-RESIDENT</b>		
Weekday	40.00 - 50.00	40.00 - 50.00
Weekend	50.00 - 60.00	50.00 - 60.00
<b>9-HOLE - RESIDENT (With valid resident card)</b>		
Weekday	20.00 - 36.00	20.00 - 36.00
Weekend	20.00 - 36.00	20.00 - 36.00
<b>9-HOLE - NON-RESIDENT</b>		
Weekday	30.00 - 40.00	30.00 - 40.00
Weekend	25.00 - 46.00	25.00 - 46.00
<b>SENIORS - 18 HOLE (Age 60 or older, Weekdays only)</b>		
Weekday - Resident	25.00 - 35.00	25.00 - 35.00
Weekday - Non-Resident	30.00 - 40.00	30.00 - 40.00

**City of Walnut Creek  
Arts and Recreation - Golf  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>BOUNDARY OAK GOLF COURSE <sup>1</sup></b>		
<b>STUDENT (under age 18)</b>		
9 Holes Weekday	10.00 - 22.00	10.00 - 22.00
9 Holes Weekend (varies by season)	10.00 - 22.00	10.00 - 22.00
18 Holes Weekday	14.00 - 26.00	14.00 - 26.00
<b>EARLY BIRD BACK 9 (First 1.5 hours from first starting time)</b>		
Weekday	15.00 - 31.00	15.00 - 31.00
Weekend	20.00 - 36.00	20.00 - 36.00
<b>LATE RATE (Varies by season)</b>		
Weekday/Twilight	20.00 - 36.00	20.00 - 36.00
Weekend/Twilight	25.00 - 41.00	25.00 - 41.00
Super Twilight	15.00 - 31.00	15.00 - 31.00
RESIDENT CARDS, EVERY TWO YEARS (Incorporated Walnut Creek address)	20.00 - 108.00	20.00 - 108.00
<b>TOURNAMENT GREEN FEES, PER PLAYER (Includes Electric Cart)</b>		
Weekday	45.00 - 67.00	45.00 - 67.00
Weekend	60.00 - 80.00	60.00 - 80.00
Non-Profit 501(c)(3) Organizations		
Weekday	45.00 - 67.00	45.00 - 67.00
Friday	60.00 - 82.00	60.00 - 82.00
<b>CART FEES</b>		
Electric, Per Person	15.00 - 31.00	15.00 - 31.00

**City of Walnut Creek**  
**Arts and Recreation - Golf**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>BOUNDARY OAK GOLF COURSE <sup>1</sup></b>		
Push, Per Cart	5.00 - 21.00	5.00 - 21.00
DRIVING RANGE BALLS, Per Basket	1.00 - 21.00	1.00 - 21.00
<b>EQUIPMENT RENTAL</b>		
Golf Clubs, Per Set	15.00 - 56.00	15.00 - 56.00
GOLF LESSONS, PER PERSON (varies by length and format)	10.00 -108.00	10.00 -108.00

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
<b>Facility Rental</b>		
Contract Change Fee	0.00 - 100.00	0.00 - 100.00
Hofmann Theatre (Seating Capacity: 785)		
Event Period (4-6 hours, some restrictions apply, includes basic staff)	Greater of 1,550.00 - 1,650.00  or 23% of gross  Maximum 4,400.00 - 4,600.00	Greater of 1,550.00 - 1,750.00  or 23% of gross  Maximum 4,400 - 4,700.00
Base Rent For Corporate Events (plus Event Period charges if applicable)	2,300.00 - 3,000.00	2,300.00 - 3,100.00
Base Rent For Non-Corporate Events With No Admission Charge	1,900.00 - 2,600.00	1,900.00 - 2,700.00
Non-event Period (First 3 hours or portion thereof, not including staff)	175.00 - 215.00	175.00 - 230.00
Non-event Period (Each additional 2-hour period or portion thereof, not including staff)	100.00 - 160.00	100.00 - 170.00
Rental Overtime (Outside contracted period, as well as past midnight), Per Hour	200.00 - 310.00	200.00 - 320.00
Staff Overtime (Past 8 hours, as well as past midnight), Per Hour	Staff Rate at 1.5	Staff Rate at 1.5
<b>Facility Rental</b>		
Margaret Leshher Theatre (Seating Capacity: 297)		



**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY2024</b>	<b>FY2025</b>
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
Event Period (4-6 hours, some restrictions apply, includes basic staff)	Greater of 550.00 - 575.00  or 23% of gross  Maximum 1,800.00 - 1,850.00	Greater of 550.00 - 600.00  or 23% of gross  Maximum 1,800.00 - 1900.00
Base Rent For Corporate Events (plus Event Period charges if applicable)	1,500.00 - 1,800.00	1,500.00 - 1,900.00
Base Rent For Non-Corporate Events With No Admission Charge	1,100.00 - 1,500.00	1,100.00 - 1,600.00
Non-event Period (First 3 hours or portion thereof, not including staff)	100.00 - 160.00	100.00 - 170.00
Non-event Period (Each additional 2-hour period or portion thereof, not including staff)	40.00 - 75.00	40.00 - 85.00
Rental Overtime (Outside contracted period, as well as past midnight), Per Hour	200.00 - 310.00	200.00 - 320.00
Staff Overtime (Past 8 hours, as well as past midnight), Per Hour	Staff Rate at 1.5	Staff Rate at 1.5
<b>Facility Rental</b>		
Vukasin Theatre (Seating Capacity: 133)		
Event Period (3-5 hours, some restrictions apply, includes basic staff)	Greater of 230.00 - 250.00  or 23% of gross  Maximum 725.00 - 775.00	Greater of 230.00 - 275.00  or 23% of gross  Maximum 725.00 - 800.00
Base Rent For Corporate Events (plus Event Period charges if applicable)	800.00 - 1,100.00	800.00 - 1,200.00

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY2024</b>	<b>FY2025</b>
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
Base Rent For Non-Corporate Events With No Admission Charge	700.00 - 1,000.00	700.00 - 1,100.00
Non-event Period (First 3 hours or portion thereof, not including staff)	100.00 - 135.00	100.00 - 150.00
Non-event Period (Each additional 2-hour period or portion thereof, not including staff)	35.00 - 65.00	35.00 - 70.00
Rental Overtime (Outside contracted period, as well as past midnight), Per Hour	200.00 - 310.00	200.00 - 320.00
Staff Overtime (Past 8 hours, as well as past midnight), Per Hour	Staff Rate at 1.5	Staff Rate at 1.5
<b>Facility Rental</b>		
Rudney Plaza rental		
Event Period (4-6 hours, some restrictions apply, includes basic staff)	Greater of 1,000.00 - 1,200.00  or 23% of gross  Maximum 4,400.00 - 4,600.00	Greater of 1,000.00 - 1,300.00  or 23% of gross  Maximum 4,400 - 4,700.00
Base Rent For Corporate Events (plus Event Period charges if applicable)	1,000.00 - 3,000.00	1,000.00 - 3,100.00
Base Rent For Non-Corporate Events With No Admission Charge	1,000.00 - 2,600.00	1,000.00 - 2,700.00
Non-event Period (First 3 hours or portion thereof, not including staff)	175.00 - 215.00	175.00 - 230.00
Non-event Period (Each additional 2-hour period or portion thereof, not including staff)	100.00 - 160.00	100.00 - 170.00
Rental Overtime (Outside contracted period, as well as past midnight), Per Hour	200.00 - 310.00	200.00 - 320.00
Staff Overtime (Past 8 hours, as well as past midnight), Per Hour	Staff Rate at 1.5	Staff Rate at 1.5

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
Encore Room (3rd Floor, Seats 25 Maximum) Per 3-Hour Period	325.00 - 575.00	325.00 - 600.00
<b>Producer Ticket Fees and Services</b>		
Ticket Office Fees, Per Performance (Includes printing and selling of tickets for nine standard pricing codes, one standard single ticket report, one standard subscription report and final ticket sales settlement report)		
Hofmann Theatre	250.00 - 325.00	250.00 - 350.00
Margaret Leshher Theatre	175.00 - 250.00	175.00 - 275.00
Vukasin Theatre	85.00 - 125.00	85.00 - 150.00
Rudney Plaza	85.00 - 325.00	85.00 - 350.00
Ticket Office Fee for Non-Leshher Center Event		
Ticket Programming Fee	250.00 - 325.00, plus \$300.00 - \$325.00 or 7% of gross, or whichever is greater	250.00 - 350.00, plus \$300.00 - \$325.00 or 7% of gross, or whichever is greater
Charge Card Orders/Internet Fees	3.3% - 3.5% of Total	3.3% - 3.5% of Total
Vitruval Event Additional Qualifier (Private Purchase Page)	85.00 - 120.00	85.00 - 125.00
Additional Pricing Purchase Option added after first performance	50.00 - 120.00	50.00 - 125.00
Issuing of Complimentary Tickets	Included in event	Included in event
(All theatres; must be requested on standard LCA request form. Requests not submitted on standard LCA form are subject to \$25 per occurrence.)	period base rent	period base rent

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
Additional Ticket Office Services and/or Reports		
Seating Chart Legend (All theatres), Per Report	50.00 - 60.00	50.00 - 60.00
Weekly Sales Reports (All theatres), Per Report	50.00 - 60.00	50.00 - 60.00
Subscriber Listing Reports (One report included in base fee for all theatres), Per Report	125.00 - 150.00	125.00 - 150.00
Single Ticket Buyer List (One report included in base fee for all theatres), Per Report	75.00 - 100.00	75.00 - 100.00
Pricing (Per non-standard price build. Standard pricing includes: Season, Student, Season Senior, Adult, Senior, Youth under 17; Child under 12, Goldstar)	50.00 - 60.00	50.00 - 60.00
Goldstar and Other Discount Brokers (All theatres), Per Ticket	1.00 - 2.00	1.00 - 2.00
Client Donation Handling, Per Donation	3.5%	3.5%
Ticket office special services (new price map, dynamic pricing)	250.00 - 425.00	250.00 - 450.00
Hourly Ticket Office Service, non-standard price builds and special requests	50.00 - 75.00	50.00 - 75.00
Special Ticket Order Forms/Coupons (All theatres), Per Form	50.00 - 60.00	50.00 - 60.00
<b>Producer Ticket Fees and Services</b>		
Street Banners		
New Banners, per banner (Includes graphic design services, production, minimum order is 4 banners)	350.00 - 525.00	350.00 - 550.00
Date Change on existing banners (One line), Per Banner	35.00 - 55.00	35.00 - 60.00
Installation & Deinstallation, Per Banner	100.00 - 210.00	100.00 - 225.00
<b>Staff, Per Hour</b>		

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY2024</b>	<b>FY2025</b>
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
Lighting, Sound and Rigging Technicians per hour	28.00 - 38.00	28.00 - 40.00
Follow Spot Operators per hour	28.00 - 38.00	28.00 - 40.00
Security per hour	22.00 - 36.00	22.00 - 38.00
Ushers/House Managers per hour	25.00 - 48.00	25.00 - 50.00
Ticket Scanners per hour	15.50 - 22.00	15.50 - 22.00
Catering, Designers, Marketing/PR	Market Rate + 10% surcharge	Market Rate + 10% surcharge
<b>Audio-Visual, Technical Equipment &amp; Supplies &amp; Related Services</b>		
Program printing	Market Rate + 10% surcharge	Market Rate + 10% surcharge
Outside rental of equipment (equipment, tables, linens, other services)	Market Rate + 10% surcharge	Market Rate + 10% surcharge
In house equipment (equipment, tables, linens, other services)	1.00 - 3,000.00	1.00 - 3,500.00
Piano Tuning	120.00 - 200.00	120.00 - 250.00
Lost Backstage Pass	15.00 - 26.00	15.00 - 26.00
Concessions	15% - 30%	15% - 30%
Advertising - Electronic Media, Per Ad	125.00 - 210.00	125.00 - 215.00
Plaza Display, Per Displayed Unit	350.00 - 822.00	350.00 - 822.00
<b>Producer Ticket Fees and Services</b>		
Patron Ticket Fees		

**City of Walnut Creek**  
**Arts and Recreation - Center REP & Leshher Center for the Arts**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY2024</b>	<b>FY2025</b>
<b>LESHER CENTER FOR THE ARTS</b> <sup>1, 4, 7, 8</sup>		
Season Ticket Exchange Fee (per ticket)	No charge	No charge
Single Ticket Exchange Fee (all theatres; per ticket)	5.00 - 15.00	5.00 - 15.00
Subscription Order Fee (all theatres; per order)	5.00 - 15.00	5.00 - 15.00
Telephone Order Fee (all theatres; per transaction)	5.00 - 8.00	5.00 - 8.00
Facility Use Charge, Per Ticket (is not used to calculate rent)	3.00 - 8.00	3.00 - 8.00
Online Order Fee (all theatres; per transaction)	3.00 - 8.00	3.00 - 8.00
Ticket Mailing Fee	3.00 - 5.00	3.00 - 5.00

**City of Walnut Creek**  
**Arts and Recreation - Recreation Classes & Programs**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>RECREATION CLASSES &amp; PROGRAMS <sup>1</sup></b>		
<b>Recreation Classes/Events</b>		
Per Class Hour/Per Event	4.00 - 113.00	4.00 - 113.00
<b>Day Camp Programs, Per Hour</b>	5.00 - 36.00	5.00 - 36.00
(Family discount \$10-\$25/session each additional child)		
<b>Specialized Recreation Classes</b>		
Per Class Hour	4.00 - 103.00	4.00 - 103.00
<b>Specialized Recreation Day Camp</b>		
Per Day Camp Day Rate	30.00 - 160.00	30.00 - 175.00
<b>Specialized Recreation Excursion</b>		
Spec Rec Trip Cost, Per Person, Per Excursion Day	20.00 - 205.00	20.00 - 205.00
<b>Teen Excursions</b>		
Trip Cost, Per Person, Per Excursion Day	20.00 - 205.00	20.00 - 205.00
Vendor/Concession Fee, Per Day	15.00 - 257.00	15.00 - 257.00
Registration Administrative Processing Fee	0 - 5.00	0 - 5.00
<b>Advertising - Print Media, Per Ad</b>		
1/16 Page to Full Page	125.00 - 2,568.00	125.00 - 2,568.00
Inside or Outside Cover	2,200.00 - 5,135.00	2,200.00 - 5,135.00



**City of Walnut Creek**  
**Arts and Recreation - Recreation Classes & Programs**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>SOCIAL SERVICES</b> <sup>1</sup>		
Senior Adult Local Transportation Services, Per Trip	1.00 - 5.00	1.00 - 5.00
Senior Adult Local Transportation, Per Month	1.00 - 51.00	1.00 - 51.00
Senior Adult Local Transportation, Per Year	10.00 - 282.00	10.00 - 282.00
Vendor/Concession Fee, Per Day	15.00 - 257.00	15.00 - 257.00
<b>Senior Excursions</b>		
Trip Cost, Per Person Per Excursion Day	50.00 - 770.00	50.00 - 770.00

**City of Walnut Creek**  
**Arts and Recreation - Recreation Facility Rentals**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>INDOOR FACILITY RENTALS</b> <sup>1,2</sup>		
Facility Rental - Per Hour (Minimum 2 hours)		
Facility charges shall apply for the use of buildings or portions thereof. The minimum rental period charged shall be for two hours unless otherwise specified. Rates are per hour and shall not be pro-rated for a part of an hour. A non-refundable deposit or the full rental fee (whichever is less) is required at time of reservation prior to permit approval. The deposit is credited to rental fee. The Director or designated representative, may discount fees or authorize special packages as incentives for first-time or long-term usage agreements.		
<b>Extra Large Room (Capacity: 300)</b>		
<b><i>Auditorium (Center for Community Arts)</i></b>		
<b><i>Monday - Thursday; Friday until 5:00 p.m., Per Hour</i></b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>	Direct Costs	Direct Costs
Non-Profit Organizations; Schools (Public & Private)	80.00 - 145.00	80.00 - 150.00
Private/Commercial Groups	115.00 - 185.00	115.00 - 195.00
<b><i>Friday after 5:00 p.m. &amp; Sunday (All Times), Per Hour, 5 Hour Minimum</i></b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		
Government, Non-Profit Organizations; Schools (Public & Private)	120.00 - 195.00	120.00 - 205.00
Private/Commercial Groups	150.00 - 225.00	150.00 - 245.00
<b><i>Saturday (All Times), Per Hour, 12 Hour Minimum (non-continuous)</i></b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		
Government, Non-Profit Organizations; Schools (Public & Private)	180.00 - 267.00	180.00 - 300.00
Private/Commercial Groups	210.00 - 310.00	210.00 - 320.00
<b>Large Room (Capacity: 200 - 225)</b>		
<b><i>Lakeside Room (Heather Farm Community Center)</i></b>		
<b><i>Assembly Hall (Civic Park Community Center Complex)</i></b>		

**City of Walnut Creek**  
**Arts and Recreation - Recreation Facility Rentals**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b><i>Monday - Thursday; Friday until 5:00 p.m., Per Hour</i></b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		
Non-Profit Organizations; Schools (Public & Private)	80.00 - 145.00	80.00 - 150.00
Private/Commercial Groups	115.00 - 185.00	115.00 - 195.00
<b><i>Friday after 5:00 p.m. &amp; Sunday (All Times), Per Hour, 5 Hour Minimum</i></b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		
Non-Profit Organizations; Schools (Public & Private)	120.00 - 195.00	120.00 - 205.00
Private/Commercial Groups	150.00 - 225.00	150.00 - 245.00
<b><i>Saturday (All Times), Per Hour, Minimum Hours: Assembly Hall--4; Lakeside--10</i></b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		
Non-Profit Organizations; Schools (Public & Private)	185.00 - 267.00	185.00 - 300.00
Private/Commercial Groups	225.00 - 310.00	225.00 - 320.00
<b>Medium Room (Capacity: 90 - 100)</b>		
<b><i>Dance Studio (Shadelands Art Center)</i></b>		
<b><i>Oak View Room (Downtown Library)</i></b>		
<b><i>Social Hall (Civic Park Community Center Complex)</i></b>		
<b>Monday - Sunday, Per Hour (All Times)</b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		
Non-Profit Organizations; Schools (Public & Private)	80.00 - 135.00	80.00 - 145.00
Private/Commercial Groups	115.00 - 175.00	115.00 - 185.00
<b>Small Room (Capacity: 60)</b>		
<b><i>Club Room (Heather Farm Community Center)</i></b>		
<b><i>Conference Room (Civic Park Community Center Complex)</i></b>		
<b><i>Lounge (Civic Park Community Center Complex)</i></b>		
<b>Monday - Sunday, Per Hour (All Times)</b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>		

**City of Walnut Creek**  
**Arts and Recreation - Recreation Facility Rentals**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
Non-Profit Organizations; Schools (Public & Private)	60.00 - 100.00	60.00 - 120.00
Private/Commercial Groups	80.00 - 120.00	80.00 - 125.00
<b>Exercise Room - Tice Gymnasium (Capacity: 60)</b>		
<b>Monday - Sunday, Per Hour (All Times)</b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>	Direct Costs	Direct Costs
Non-Profit Organizations; Schools (Public & Private)	20.00 - 92.00	20.00 - 92.00
Private/Commercial Groups	20.00 - 92.00	20.00 - 92.00
<b>Classrooms (Capacity: 20 - 30)</b>		
<i>Classrooms (Clarke Pool, Shadelands Art Center, Tice Gymnasium)</i>		
<i>Conference Room (Downtown Library)</i>		
<b>Monday - Sunday, Per Hour (All Times)</b>		
City of Walnut Creek Funding Partner Organizations <sup>2</sup>	Direct Costs	Direct Costs
Non-Profit Organizations; Schools (Public & Private)	30.00 - 62.00	30.00 - 62.00
Private/Commercial Groups	30.00 - 62.00	30.00 - 62.00
<b>Other Rental Facilities</b>		
Kitchen, Per Hour	10.00 - 75.00	10.00 - 80.00
Additional Room/Space with Assembly Hall, Auditorium or Lakeside Room (Flat Rate)	200.00 - 1,130.00	200.00 - 1,130.00
<b>Facility Rental Deposits &amp; Other Fees</b>		
Booking Deposit (Non-refundable)	400.00 - 616.00	400.00 - 616.00
Cleaning/Damage Deposit (Refundable)	100.00 - 1,027.00	100.00 - 1,027.00
Facility Reservation Amendment Fee	10.00 - 154.00	10.00 - 154.00
Piano Use - Per Day	75.00 - 128.00	75.00 - 128.00
Security Services, Per Hour Per Guard/Officer	25.00 - 60.00	25.00 - 75.00
Special Permit to Serve Alcoholic Beverage	100.00 - 205.00	100.00 - 205.00
Special Equipment & Services (e.g., Audio Visual Equipment, Chairs, Tables)	25.00 - 385.00	25.00 - 385.00
Attendant, Per Hour	20.00 - 41.00	20.00 - 41.00

**City of Walnut Creek**  
**Arts and Recreation - Recreation Facility Rentals**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
Lighting Design with Technician, Per Event	375.00 - 616.00	375.00 - 616.00
<b>OUTDOOR FACILITY RENTALS <sup>1</sup></b>		
<b>Park Picnic Areas, Per Day</b>		
Large Group Picnic Area	275.00 - 425.00	275.00 - 450.00
Medium Group Picnic Area	165.00 - 275.00	165.00 - 300.00
Small Group Picnic Area	55.00 - 159.00	55.00 - 159.00
Mini Group Picnic Area	85.00 - 134.00	85.00 - 134.00
Sand Volleyball Court, Per Hour	30.00 - 41.00	30.00 - 41.00
Special Equipment Permit (Park Use), Per Day	40.00 - 205.00	40.00 - 205.00
Gazebo Rental, Per Hour		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	65.00 - 108.00	65.00 - 108.00
Private/Commercial Groups	85.00 - 128.00	85.00 - 128.00
5 Hour Rental Period		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	275.00 - 344.00	275.00 - 344.00
Private/Commercial Groups	375.00- 591.00	375.00- 591.00
Facility Reservation Amendment Fee	10.00 - 154.00	10.00 - 154.00

**City of Walnut Creek**  
**Arts and Recreation - Recreation Park Events**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>PARK SPECIAL EVENTS <sup>1</sup></b>		
<b>Special Events (Civic, Heather Farm and Larkey Parks):</b>		
0 - 199 Event Attendance Per Day		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	225.00 - 272.00	225.00 - 307.00
Private/Commercial Groups	300.00 - 365.00	300.00 - 423.00
<b>200 - 499 Event Attendance Per Day</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	500.00 - 611.00	500.00 - 611.00
Private/Commercial Groups	705.00 - 863.00	705.00 - 863.00
<b>500 - 999 Event Attendance Per Day</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	925.00 - 1,368.00	925.00 - 1,368.00
Private/Commercial Groups	1,110.00 - 1,648.00	1,110.00 - 1,648.00
<b>1,000 - 2,499 Event Attendance Per Day (one rate)</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	2,250.00 - 3,396.00	2,250.00 - 3,396.00
Private/Commercial Groups	2,700.00 - 4,233.00	2,700.00 - 4,233.00
<b>2,500 - 4,999 Event Attendance Per Day (one rate)</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	4,500.00 - 6,792.00	4,500.00 - 6,792.00
Private/Commercial Groups	5,300.00 - 8,467.00	5,300.00 - 8,467.00
<b>5,000 &amp; Over Event Attendance Per Day (one rate)</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	6,900.00 - 10,167.00	6,900.00 - 10,167.00
Private/Commercial Groups	8,600.00 - 12,324.00	8,600.00 - 12,324.00
Long Term Special Event (event duration of 30 days or more)	25,000.00 - 51,350.00	25,000.00 - 51,350.00

**City of Walnut Creek**  
**Arts and Recreation - Recreation Park Events**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>PARK SPECIAL EVENTS <sup>1</sup></b>		
<b>Dog Event, Per Day (in addition to other applicable facility use fees)</b>		
100 or fewer dogs	250.00 - 334.00	250.00 - 334.00
101 or more dogs	350.00 - 436.00	350.00 - 436.00
<b>Other Activities/Events:</b>		
Exercise Camps, Per Hour	7.00 - 18.00	7.00 - 18.00
<b>Media Production in Parks, Facilities or Open Space</b>		
Per Hour		
Per Day (12 hours)	1,500.00 - 2,500.00	1,500.00 - 2,500.00
<b>Deposits &amp; Fees:</b>		
Refundable Key Deposit, Per Event	50.00 - 205.00	50.00 - 205.00
Special Event Utility Service Fee, Per Day	50.00 - 250.00	50.00 - 250.00
Special Event Cleaning/Damage Deposit (Refundable)	150.00 - 2,000.00	150.00 - 2,000.00
Special Event Cleaning/Damage Fee	Direct Costs	Direct Costs
Special Event Turf Rehabilitation Fee	500.00 - 770.00	500.00 - 770.00
Special Event Trash Clean-up, Per Hour		
Long-Term Parking in a Park, Per Parking Space Per Day	2.00 - 5.00	2.00 - 5.00



**City of Walnut Creek**  
**Arts and Recreation - Recreation Park Events**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>PARK SPECIAL EVENTS</b> <sup>1</sup>		
<b>Equipment &amp; Services</b>		
<b>Event Banner</b>		
Staff Posting and Removal	100.00 - 123.00	100.00 - 123.00

**City of Walnut Creek**  
**Arts and Recreation - Sports & Camps**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>SPORTS &amp; CAMPS <sup>1</sup></b>		
<b>Sports Fields, Per Hour</b>		
<b>Non-Profit 501(c)(3) Community Organizations, Public/Private Schools</b>		
<b>Prime Time (Year round: Weekdays 3:00 p.m. - 11:00 p.m. &amp; all day Saturday/Sunday;</b>		
June - August: Weekdays 8:00 a.m. - 3:00 p.m.)	12.00 - 21.00	12.00 - 21.00
Non-Prime Time (September - May: Weekdays 8:00 am - 3:00 p.m.)	12.00 - 21.00	12.00 - 21.00
Private/Commercial Users	37.00 - 61.00	37.00 - 61.00
Skate Park Rental, Per Hour (No Closure)	32.00 - 38.00	32.00 - 38.00
<b>Sports Field &amp; Skate Park</b>		
<b>Light Usage, Per Hour (In addition to field and skate park rental fee)</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools, Private/Commercial Groups	21.50 - 36.00	21.50 - 36.00
<b>Gymnasium/Sports Court, Per Hour (Tice Gymnasium)</b>		
Single Court Configuration (high school regulation size)		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	70.00 - 113.00	70.00 - 113.00
Private/Commercial Groups	70.00 - 113.00	70.00 - 113.00
<b>Gymnasium/Sports Court, Per Hour (Foothill Middle School &amp; Walnut Creek Intermediate Gymnasiums)</b>		
<b>Single Court Configuration (high school regulation size)</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	50.00 - 92.00	50.00 - 92.00
Private/Commercial Groups	60.00 - 92.00	60.00 - 92.00

**City of Walnut Creek**  
**Arts and Recreation - Sports & Camps**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY2024	FY2025
<b>SPORTS &amp; CAMPS <sup>1</sup></b>		
<b>Gymnasium/Sports Court, Per Hour (Foothill Middle School &amp; Walnut Creek Intermediate Gymnasiums)</b>		
<b>Two Court Configuration (non-high school regulation court size)</b>		
Non-Profit 501(c)(3) Organizations, Public/Private Schools	60.00 - 98.00	60.00 - 98.00
Private/Commercial Groups	70.00 - 128.00	70.00 - 128.00
<b>Adult Volleyball, Per Team</b>		
Range of fees depending on length of season	300.00 - 550.00	300.00 - 550.00
<b>Adult 5 on 5 Basketball, Per Team</b>		
Range of fees depending on length of season	800.00 - 1,022.00	800.00 - 1,022.00
<b>Drop-in Gym Use</b>		
Per Session, Per Person	3.00 - 20.00	3.00 - 20.00
11 Visit Pass, Per Pass	40.00 - 72.00	40.00 - 72.00
<b>After School Sports, Per Session, Per Person</b>		
Range of fees depending on length of season	75.00 - 500.00	75.00 - 500.00
Uniform deposit	25.00 - 103.00	25.00 - 103.00
<b>TENNIS<sup>1</sup></b>		
Annual Tennis Facilities Pass - Standard (Age 16 - 59)	275.00 - 330.00	275.00 - 360.00
Annual Tennis Facilities Pass - Senior (Age 60 & Over)	220.00 - 275.00	220.00 - 300.00
Annual Tennis Facilities Pass+Events - Standard (Age 16 - 59)	350.00 - 415.00	350.00 - 450.00
(includes participation in unlimited number of organized group events)		
Annual Tennis Facilities Pass+Events - Senior (Age 60 & Over)	300.00 - 360.00	300.00 - 390.00
(includes participation in unlimited number of organized group events)		

**City of Walnut Creek**  
**Arts and Recreation - Sports & Camps**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY2024</b>	<b>FY2025</b>
<b>SPORTS &amp; CAMPS <sup>1</sup></b>		
Annual Tennis Facilities Pass - Youth (Age 15 & Under)	130.00 - 170.00	130.00 - 185.00
Four (4) Month Seasonal Tennis Facilities Pass - All Ages	110.00 - 145.00	110.00 - 155.00
90 Minute Court Session, Per Person - Non-Pass Holders (All Ages)	6.00 - 9.00	6.00 - 10.00
Advanced Court Reservation For Organized Group Events - Per Pass Holder (All Ages)	5.00 - 8.00	5.00 - 9.00
(applies to group events such as leagues or tournaments reserving courts in advance)		
Advanced Court Reservation For Organized Group Events - Per Non-Pass Holder (All Ages)	14.00 - 17.00	14.00 - 18.00
(applies to group events such as leagues or tournaments reserving courts in advance)		
Facility Use Fee (Per Person, Per Day)	0.00 - 3.00	0.00 - 3.00
Tennis Light Fee - Per Hour	0.00 - 6.00	0.00 - 6.00

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

Service/Application	Fee Range (\$)	Fee Range (\$)
	FY 2024	FY 2025
<b>PERMIT FEES</b>		
A. Building Permit Fees - Based Upon Building Valuation		
Valuation data for use with the following schedule of fees shall be based on the Building Valuation as set forth in the City of Walnut Creek fees and charges.		
\$2,000 to \$25,000	80.01 for the first \$2,000 plus 16.19 for each additional \$1,000 or fraction thereof, to and including 25,000.	80.01 for the first \$2,000 plus 16.19 for each additional \$1,000 or fraction thereof, to and including 25,000.
\$25,000 to \$50,000	452.38 for the first \$25,000 plus 11.75 for each additional \$1,000 or fraction thereof, to and including 50,000.	452.38 for the first \$25,000 plus 11.75 for each additional \$1,000 or fraction thereof, to and including 50,000.
\$50,000 to \$100,000	746.13 for the first \$50,000 plus 8.26 for each additional \$1,000 or fraction thereof, to and including 100,000.	746.13 for the first \$50,000 plus 8.26 for each additional \$1,000 or fraction thereof, to and including 100,000.

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b> <b>FY 2024</b>	<b>Fee Range (\$)</b> <b>FY 2025</b>
\$100,000 to \$500,000	1,159.13 for the first \$100,000 plus 6.67 for each additional \$1,000 or fraction thereof, to and including 500,000.	1,159.13 for the first \$100,000 plus 6.67 for each additional \$1,000 or fraction thereof, to and including 500,000.
\$500,000 to \$1,000,000	3,827.13 for the first \$500,000 plus 5.40 for each additional \$1,000 or fraction thereof, to and including 1,000,000.	3,827.13 for the first \$500,000 plus 5.40 for each additional \$1,000 or fraction thereof, to and including 1,000,000.
A. Building Permit Fees - Based on Building Valuation (continued)		
\$1,000,000 and up	6,527.13 for the first \$1,000,000 plus 3.81 for each additional \$1,000 or fraction thereof.	6,527.13 for the first \$1,000,000 plus 3.81 for each additional \$1,000 or fraction thereof.
B. Consolidated Plumbing, Electrical, Mechanical and Other Related Building Permit Fees		
1. Residential Dwellings and Private Garages and Non Residential Buildings		

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
The building permit for dwellings and private garages associated with new dwellings and for new Nonresidential buildings shall also serve as the electrical, plumbing, and mechanical permit. The fee for the building permits for such structures shall be increased by 55 percent for inspection of all electrical, plumbing and mechanical equipment and installations.	55% of building permit fee	55% of building permit fee
2. Additions and Alterations to Existing Residential Dwellings and Private Garages to Non Residential Buildings		
The building permit for additions and alterations shall also serve as the electrical, plumbing and mechanical permits. The fee for the building permits for additions or alterations shall be increased by the following for inspection of all electrical, plumbing, and mechanical equipment and installation:		
a. Electrical Inspection	20% of building permit fee	20% of building permit fee
b. Plumbing Inspection	18% of building permit fee	18% of building permit fee
c. Mechanical Inspection	17% of building permit fee	17% of building permit fee
3. Miscellaneous Permit Fees for All Building Types		
Fees for miscellaneous plumbing, electrical, and mechanical permits that do not require a building permit are as follows:		
Electrical, Plumbing, and Mechanical	127.00	127.00

**City of Walnut Creek  
Community Development - Building Division  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
	or 1.27% of the total contract cost, whichever is greater	or 1.27% of the total contract cost, whichever is greater
4. Solar		
A. Solar Collector - Non-photovoltaic	69.00	69.00
Unified permit: includes plan checking and the inspection of all electrical, plumbing, and other related work		
B. Solar Photovoltaic - Single Family and Duplex Residential	280.00	280.00
Unified permit: includes plan checking and the inspection of all electrical, plumbing, and other related work		
C. Solar Photovoltaic - Multi-Family and Non-Residential		
Unified permit: includes plan checking and the inspection of all electrical, plumbing, and other related work		
The solar permit fee shall be computed in accordance with the formula $A + Bx$ , where:		
A = fixed cost	419.12	419.12
B = variable cost based upon size of solar panels	0.0832	0.0832
x = solar panel area in square feet		
5. Swimming Pools		
a. Public - Includes plan checking and the inspection of all electrical, plumbing, and other related work.	1,602.00	1,602.00



**City of Walnut Creek  
Community Development - Building Division  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
b. Private - Includes plan checking and the inspection of all electrical, plumbing, and other related work.	694.00	694.00
c. Private Spas - Includes plan checking and the inspection of all electrical, plumbing, and other related work	374.00	374.00
d. Portable spas, storable swimming pools - Includes all plan checking and inspection	160.00	160.00
6. Sign Permits		
a. Free-standing	Fee based on building permit fee schedule	Fee based on building permit fee schedule
b. Other signs		
7. Re-roofing Permits		
A re-roofing permit fee shall be computed in accordance with the formula $A + Bx$ , where:		
A = fixed cost	82.00	82.00
B = variable cost based upon size of roof		
x = roof area in square feet		
	The re-roofing permit fee shall not be less than 104.00.	The re-roofing permit fee shall not be less than 104.00.
A separate Miscellaneous Plumbing, Electrical, and Mechanical Permit shall be obtained for any removal and replacement of roof-mounted electrical, plumbing, and/or mechanical systems.		

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY 2024</b>	<b>FY 2025</b>
C. Green Building Code Permit Fee	A green building code permit fee shall be assessed for California Green Building Standards Code mandatory requirements equal to 10 percent of the sum of the Building, Electrical, Plumbing, and Mechanical permit fees computed per Sections A and B (PERMIT FEES)	
D. Inspection of Office of Statewide Health Planning and Development Projects (OSHPD-3)	1. When OSHPD-3 inspections are performed by outside consultants, the fee for inspections shall be at-cost plus a 15 percent administrative fee. An estimate of the inspection fees shall be determined by the Building Official. The applicant shall deposit the estimated fees prior to the issuance of the permit.	
	2. When OSHPD-3 inspections are performed by City staff, an additional fee shall be assessed equal to 25 percent of the sum of the Building, Electrical, Plumbing, and Mechanical Permit Fees computed in Sections A and B (PERMIT FEES). This fee shall only apply to projects with a valuation less than or equal to \$2 Million.	
E. Other Inspections and Fees		

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY 2024</b>	<b>FY 2025</b>
When extra inspections are made necessary by reason of deficient or defective work through fault or error on the part of the holder of the permit or on the part of his/her employees, only one such extra inspection shall be made under the regular fees as prescribed in this section. For each and every additional visit or inspection for this phase of work for which the holder of the permit or holder's employee is entirely responsible, a fee shall be charged for each additional inspection at the rate of:	200.00	205.00
When extra inspections are made necessary due to the failure or neglect of the applicant to give the correct address or location of the work specified in the permit when applying therefore, a fee shall be charged for each such additional inspection in the amount of:	200.00	205.00
Inspections outside of normal business hours (minimum charge - two hours.)	200.00	205.00
Inspections for which no fee is specifically indicated (minimum charge - one hour)	200.00	205.00
F. Investigation Fee: Work Without a Permit		

**City of Walnut Creek  
Community Development - Building Division  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
Whenever any work for which a permit is required by this code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. This provision shall not apply to emergency work when it can be proven to the satisfaction of the building official that such work was urgently necessary and that it was not practical to obtain a permit before the work was started. (minimum charge one hour)	200.00	205.00
<b>PLAN REVIEW FEES</b>		
When a plan or other data are required to be submitted by Section 9-0.5.302b of the City of Walnut Creek Municipal Code, Plan Review Fees shall be paid at the time of submitting plans and specifications for review in accordance with this section.		
A. Building Plan Review Fees		
A Building Plan Review Fee shall be 100 percent of the Building Permit Fee, as shown in the applicable fee resolution adopted by the City Council.		
The Building Plan Review Fee for a permit issued over-the-counter for residential remodel projects having a valuation of \$25,000, or less, shall be 25% of the building permit fee, as shown in the applicable fee resolution adopted by the City Council.		
B. Electrical, Plumbing and Mechanical Plan Review Fees		
The plan review fee for electrical work shall be 25% of the sum of the building, electrical, plumbing, and mechanical permit fees.		

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
The plan review fee for plumbing work shall be 25% of the sum of the building, electrical, plumbing, and mechanical permit fees.		
The plan review fee for mechanical work shall be 25% of the sum of the building, electrical, plumbing, and mechanical permit fees.		
<b>C. Green Building Code Plan Review Fee</b>		
A green building code plan review fee shall be assessed for California Green Building Standards Code mandatory requirements equal to 10 percent of the sum of the Building, Electrical, Plumbing and Mechanical Plan Review fees computed per Sections A and B (PLAN REVIEW FEES).		
<b>D. Plan Review of Office of Statewide Health Planning and Development Projects (OSHPD-3)</b>		
An OSHPD-3 plan review fee shall be assessed equal to 25 percent of the sum of the Building, Electrical, Plumbing, and Mechanical plan review fees computed per Sections A and B (PLAN REVIEW FEES).		
<b>E. Expedited Plan Review Fee</b>		

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY 2024</b>	<b>FY 2025</b>
At the applicant's option, a plan review surcharge fee equal to 50% of the normal plan review fees listed under Items A, B, C and D to provide plan review within one half of the published turnaround schedule. Plan review will be conducted by an outside consultant.		
<b>F. Other Plan Review Fees and Charges</b>		
1. Where additional plan review is required due to incomplete plans, changes, additions, or revisions, additional plan review fees shall be collected for all remaining plan review at the following rate:	265.00	272.00
2. All flat fee, variable rate, and miscellaneous permits include up to one round of plan review and one final back check. Where additional corrections are necessary additional plan review fees shall be collected for all remaining plan review at the following rate:	265.00	272.00
3. All valuation-table-based permits include up to two rounds of plan review and one final back check. Where additional corrections are necessary additional plan review fees shall be collected for all remaining plan review at the following rate:	265.00	272.00
<b>ADMINISTRATIVE FEES</b>		
<b>A. Technology Fee</b>		
A technology surcharge fee equal to 5.75 percent of the combined total of permit fees and plan review fees shall apply to each development review permit. The fee shall be paid prior to the issuance of the permit.	5.75% of combined total of permits fees and plan review fees	5.75% of combined total of permits fees and plan review fees
<b>B. Waste Management Fee</b>		

**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
A non-refundable waste management processing fee shall apply to each permit that is associated with a "covered project" as defined under Municipal Code Article 6 of Chapter 3 or Title 5. The fee shall be paid prior to the issuance of the permit.	82.00	82.00
C. After-Hour Permit Processing Fee		
An after-hour permit processing fee shall apply to each after-hour permit. The fee shall be paid prior to the issuance of the after-hour permit.	82.00	82.00
D. Building Division Training Fee		
A training fee equal to 1.25% of the combined total of permit fees and plan review fees shall apply to each development review permit. The fee shall be paid prior to the issuance of the after-hour permit.		
E. Application Processing Fee		
An application processing fee to be applied to each development review application, including applications for revisions and deferred submittals, based upon the following formula:		
A + BV , where		
A = fixed cost	82.00	82.00
B = variable cost based upon valuation of work	0.000357	0.000357
V = Valuation of work		
The application processing fee shall be paid at the time of application.	514.00	514.00
F. Duplicate Fiche		
Internal Preparation and handling	20.80	20.80

**City of Walnut Creek  
Community Development - Building Division  
Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>FY 2024</b>	<b>FY 2025</b>
Consultant Process		
G. Microfilm Print (fee for in-house copy service)		
8 - 1/2" x 11"	0.10	0.10
up to 11" x 17"	0.10	0.10
B/W Large format (larger than 11" x 17")	at cost	at cost
Color Large format (larger than 11" x 17"); per side	at cost	at cost
H. Record Imaging Fee - The record imaging fee is to recover direct costs incurred by the City to prepare, store, and maintain a permanent public record.		
8 - 1/2" x 11"	1.04	1.04
Larger sheet, including plans	3.12	3.12
I. Processing Copyright Document Requests		
Affidavit Preparation Fee	26.00	26.00
Mail Affidavit by Registered Mail	at cost	at cost
<b>BUILDING VALUATION</b>		
A. Building Valuation Defined		
Building valuation shall be based on the higher of 1) the applicant's estimated valuation or		
2) the most current Building Valuation as printed and published by the International Code		
Council and adjusted using the most current City Cost Index as printed and published by		



**City of Walnut Creek**  
**Community Development - Building Division**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
Service/Application	FY 2024	FY 2025
R.S. Means Building Construction Cost Data, or as shown on the "Building Valuation Supplement" for items not covered in the International Code Council Building Valuation Data.		
B. Building Valuation Supplement		
The following occupancies and types are not covered in the International Code Council Building Valuation Data. They will be on a gross square footage basis unless otherwise noted:		
1. Residential garage conversions	65.00	65.00
2. Concrete or concrete block retaining walls (includes footing)	10.00	10.00
3. Wood retaining wall	5.00	5.00
4. Residential remodel (no increase in floor area)	50.00	50.00
5. Residential kitchen remodel	150.00	150.00
6. Patio cover	15.00	15.00
(add for enclosure)	15.00	15.00
7. Deck	15.00	15.00

**City of Walnut Creek**  
**Community Development - Planning and Administration**  
**Fees and Charges for Fiscal Years 2024 & 2025**

Service/Application	Category	Fee Basis	Fee Range (\$)	
			FY 2024	FY 2025
General Department Fees				
Commission/Committee Agendas	Resident	per annum	211.00	216.00
	Nonresident	per annum	211.00	216.00
Photocopying up to 11x17 in-house	Single-sided	per side	0.10	0.10
	Double-sided	per side	0.10	0.10
Photocopying large format (over 11x17) in-house		per sheet	5.14	5.14
Facsimiles	In area code 925	per page	1.07	1.07
	Outside 925	per page	1.60	1.60
			0.00	0.00
Appeals, reconsiderations and complaints (non-applicants only)		flat fee	210.00	210.00
Environmental Assessment	Probable Negative Declaration	per hour	211.00	216.00
	Environmental Impact Report	per hour	211.00	216.00
Design Review:	New Homes (Staff Review)	per hour	211.00	216.00
	New Home (Design Review)	per hour	211.00	216.00
	New Buildings/Projects	per hour	211.00	216.00
	Small Additions/Remodel & Storefronts	per hour	211.00	216.00

**City of Walnut Creek**  
**Community Development - Planning and Administration**  
**Fees and Charges for Fiscal Years 2024 & 2025**

Service/Application	Category	Fee Basis	Fee Range (\$)	
			FY 2024	FY 2025
Awnings & Canopy Permit		flat fee (one hour of time)	211.00	216.00
Sign Review	Freestanding, Sign Programs & Exceptions	per hour	211.00	216.00
	Blade Signs	flat fee (one hour of time)	211.00	216.00
	Signs requiring staff approval only plus \$30 for ea addl sign	flat fee (two hours of time)	422.00	433.00
	Sign Face Change Only	flat fee (1/2 hour of time)	105.00	108.00
	Sign Subcommittee Review	per hour (2 hour min)	422.00	433.00
	Sign Retrieval Fee	flat fee (1/2 hour of time)	105.00	108.00
	Penalty for signs installed without permit (not to exceed \$700)	flat fee	actual cost	actual cost
Zoning Amendment, Rezoning	All Zones	per hour	211.00	216.00
Pre-Application Review		per hour	211.00	216.00

**City of Walnut Creek**  
**Community Development - Planning and Administration**  
**Fees and Charges for Fiscal Years 2024 & 2025**

Service/Application	Category	Fee Basis	Fee Range (\$)	
			FY 2024	FY 2025
General Plan Update Fee	A fee equal to 0.1 percent of the valuation of each development permit issued by the Building Division. The fee shall be paid prior to the issuance of the development permit.		0.1% of development permit	0.1% of development permit
General Plan Amendment		per hour	211.00	216.00
Community Benefit Agreement	Application	per hour	211.00	216.00
Subdivisions	Tentative Map (4 or less parcels)	per hour	211.00	216.00
	Tentative Map (5 or more parcels)	per hour	211.00	216.00
Minor Use Permit:	Minor Use Permit	per hour	211.00	216.00
	Fence	per hour	211.00	216.00
Use Permit		per hour	211.00	216.00
Banner Permit		flat fee (1/2 hour of time)	105.00	108.00
Grand Opening/Business Opening Permit		N/A		
Short Term Promotional/Temporary Activity Permit		flat fee (one hour of time)	211.00	216.00
Variance		per hour	211.00	216.00

**City of Walnut Creek**  
**Community Development - Planning and Administration**  
**Fees and Charges for Fiscal Years 2024 & 2025**

Service/Application	Category	Fee Basis	Fee Range (\$)	
			FY 2024	FY 2025
Annexations (Requests)		per hour	211.00	216.00
Tree Removal Permit - by Zoning Administrator (Not associated with other permit)		per hour	211.00	216.00
Wireless Antenna requests (Design Review/Use Permit)		per hour	211.00	216.00
Street Name and Number Requests		per hour	211.00	216.00
Home Occupation Permit (Staff Review only)		flat fee (1/2 hour of time)	105.00	108.00
Home Occupation with Zoning Administrator Review		per hour	211.00	216.00
Sidewalk Dining Encroachment Permit		per year	211.00	216.00
Project Review Team (PRT)				
SFD (single family)	1st Visit (No Charge)	flat fee	No Charge	No Charge
Multi-family and commercial	1st Visit	flat fee (1 hour of time)	211.00	216.00
SFD (single family)	2nd Visit	flat fee (1/2 hour of time)		
Multi-family and commercial	Pre-application Fee	per hour	211.00	216.00
Certificate of Zoning Status or Zoning Interpretation		per hour	211.00	216.00
General Records Research		per hour (no charge first 15 minutes)	211.00	216.00
Public Hearing Noticing Fee	A fee per hearing item, charged to "Y" accounts.		227.00	232.00

**City of Walnut Creek**  
**Community Development - Planning and Administration**  
**Fees and Charges for Fiscal Years 2024 & 2025**

Service/Application	Category	Fee Basis	Fee Range (\$)	
			FY 2024	FY 2025
Public Hearing Publication Fee	Recovery of printing fee for projects requiring publication in newspaper charged to "Y" accounts.		Actual cost	Actual cost
Planning Records Fee	Per entitlement, i.e. GPA, RZ, CUP		36.00	36.00
Finance Charge	Recovery of staff time after deposit has been depleted for development "Y" accounts.		1% balance at 60 day in arrears	1% balance at 60 day in arrears
Specific Records Research		per hour plus actual cost of docs	at cost	at cost
Building Permit Planning Division Review				
With Work Order or 15% of the Building Division's total Permit Fees for each development permit. The fee shall be paid prior to the issuance of the development permit.		15% of the Bldg Div total permit fee	15% of the Bldg Div total permit fee	15% of the Bldg Div total permit fee
Off-Street Private parking Lots and Registering Private Property Operators	Certification fee for off-street private property parking lots	flat fee per lot	154.00	154.00
Private lot enforcement certification	Registration fee and amended registration fee for private parking lot operator	flat fee	302.00	302.00
Subordination agreement fee	Loan fee	flat fee	287.00	287.00

**City of Walnut Creek**  
**Community Development - Planning and Administration**  
**Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Category</b>	<b>Fee Basis</b>	<b>Fee Range (\$)</b>	
			<b>FY 2024</b>	<b>FY 2025</b>
First-Time Downpayment Assistance Loan fee	Loan fee	flat fee	51.00	51.00
Inclusionary & Density Bonus - Affordable Rental Units (100% affordable projects exempt)	Administrative Fee	Annual/Per Unit	154.00	154.00
Preliminary Application Fee	Preliminary Application - New Housing	Per Hour (2 hours of time)	422.30	432.86
Commercial Cannabis Application Fee		flat fee	4,600.00	4,600.00
Commercial Cannabis Operator's Permit Annual Renewal Fee		flat fee	10,500.00	10,500.00
Commercial Cannabis Background Investigation Fee		flat fee	275.00	275.00

**City of Walnut Creek**  
**City Manager / City Attorney / City Clerk**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$) FY 2024	Fee Range (\$) FY 2025
<b>CITY CLERK</b>		
Council Agendas per annum		
Residents	200.00	200.00
Non-residents	200.00	200.00
Photocopying, per side	0.10	0.10
<b>Municipal Code, per annum</b>		
Purchase Price	Actual Cost	Actual Cost
Annual Supplemental Fee	74.00	74.00
Public Hearing Publication Fee for Development Projects	Actual Cost	Actual Cost
Public Hearing Noticing Fee for Development Projects	227.00	232.00
CD / DVD recording of Council meetings	10.00	10.00
Flash Drive or CD - blank	1.00	1.00
Appeals and complaints by non-applicants	210.00	210.00
Filing fee for Notice of Intent to circulate initiative petition, Elections Code Section 9202 to be refunded if within one year of the date of filing the Notice of Intent, the City Clerk certifies the sufficiency of the petition.	200.00	200.00
Civil Subpoenas (Admin Policy 89-1, GC 68096.1) - Amount of current and Adopted fee represents a deposit	275.00	275.00
Civil Subpoenas (Admin Policy 89-1, EC 1563(b)) - Amount of current and Adopted fee represent a deposit	15.00	15.00
Candidate Statement Fees	Actual Cost	Actual Cost



**City of Walnut Creek**  
**City Manager / City Attorney / City Clerk**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b> <b>FY 2024</b>	<b>Fee Range (\$)</b> <b>FY 2025</b>
<b>CITY ATTORNEY</b>		
Review of Development Projects - In House ACA	242.00	255.00
Review of Development Projects - All contracted attorneys (Approved by Council 9/17/2013 - Item 2(m))	Actual Cost	Actual Cost
<b>CITY MANAGER</b>		
Publication Sales	Actual Cost	Actual Cost
Citizen's Institute	25.00	25.00
CERT	25.00	25.00

**City of Walnut Creek  
Outdoor Dining Program  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY 2024	FY 2025
<b>OUTDOOR DINING</b> Outdoor Dining fees apply within Outdoor Dining Overlay District only. Projects outside of the overlay will follow the standard Community Development and Public Works review processes with applicable fees. Other fees (such as planning, building, and inspection fees) may also apply to outdoor dining projects, including those within the overlay.		
Application Fee		
Permitted Outdoor Dining Structure (PODS)		
Mix & Match PODS Design with Roof	1,500.00	1,500.00
Mix & Match PODS Design without Roof	1,000.00	1,000.00
Custom Design	Per standard Community Development/ Public Works Fees	Per standard Community Development/ Public Works Fees
City-Owned Dining Patio	1,000.00	1,000.00
Private Dining Patio	1,000.00	1,000.00
<b>Privately-owned Parking Lot Dining Patio</b>		
Mix & Match PODS Design with Roof	1,500.00	1,500.00
Mix & Match PODS Design without Roof	1,000.00	1,000.00
Custom Design	Per standard Community Development/ Public Works Fees	Per standard Community Development/ Public Works Fees

**City of Walnut Creek  
Outdoor Dining Program  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY 2024	FY 2025
Sidewalk Dining	Included with Sidewalk Dining Space Use Fee	Included with Sidewalk Dining Space Use Fee
Operator Permit		
PODS, City-owned Dining Patio, Private Dining Patio, Privately-owned Parking Lot Dining Patio	1,000.00	1,000.00
Sidewalk Dining	Included with Sidewalk Dining Space Use Fee	Included with Sidewalk Dining Space Use Fee
<b>Space Use Fee</b>		
On-Street PODS	48.00 per square foot, annually	48.00 per square foot, annually
City-Owned Dining Patio	12.00 per square foot, annually	12.00 per square foot, annually
Privately Owned Parking Lot Dining Patio (Pedestrian Retail (PR) District Only)	Per space, according to Parking in Lieu program, one-time	Per space, according to Parking in Lieu program, one-time
Sidewalk Dining	200.00 per table, maximum of 1,000.00, annually	200.00 per table, maximum of 1,000.00, annually

**City of Walnut Creek  
Parking and Garage Rates  
Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$) FY 2024	Fee Range (\$) FY 2025
<b>BROADWAY, NORTH AND SOUTH LOCUST PARKING GARAGE FEES</b>		
Per Hour Fee	0.00 - 5.00	0.00 - 5.00
Per Day / Cost if ticket was lost	12.00 - 25.00	12.00 - 25.00
No. Locust Street Garage - Prepaid Only		
Before 6 pm	3.00 - 6.00	3.00 - 6.00
After 6 pm	5.00 - 10.00	5.00 - 10.00
<b>MONTHLY PARKING GARAGE FEE</b>	40.00 - 100.00	40.00 - 100.00
<b>ON STREET PARKING</b>		
Per Hour Fee		
Downtown Parking Meter Zone	0.00 - 5.00	0.00 - 5.00
All Other Areas	0.00 - 5.00	0.00 - 5.00
EV Charging Station, in \$ per kilowatt-hour (kWh)	0.16-1.00/kWh	0.16-1.00/kWh

**City of Walnut Creek  
Police Department  
Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
<b>Service/Application</b>	<b>FY 2024</b>	<b>FY 2025</b>
<b>Adult Business / Massage Permit</b>		
Massage Permits - Massage Establishments	\$132.00 annually	\$132.00 annually
Massage Permits - Massage Technicians	\$82.00 annually	\$82.00 annually
<b>Alarms</b>		
Business Alarm Permit	75.00	75.00
Third False Alarm in calendar year	100.00	100.00
Fourth False Alarm in calendar year	110.00	110.00
Fifth False Alarm in calendar year	150.00	150.00
Sixth False Alarm in calendar year	175.00	175.00
<b>Amusement - Entertainment - Dancing</b>		
Public application/investigation	100.00	100.00
Public annual renewal	100.00	100.00
Private application/investigation	75.00	75.00
<b>Bicycle Licenses</b>		
New (plus current renewal sticker)	10.00	10.00
Renewal (sticker only)	7.50	7.50
<b>Concealed Weapons Permit</b>		
State fee (2-year permit) - fee shown or state fee	100.00	100.00
Renewal-fee shown or state fee	100.00	100.00

**City of Walnut Creek  
Police Department  
Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	
	<b>FY 2024</b>	<b>FY 2025</b>
Local fee	10.00	10.00
Fingerprinting (when necessary) fee shown or state fee	32.00	32.00
<b>Fingerprinting (Manual Print Only, No Live Scan)</b>		
Resident and Non-residents of Walnut Creek	32.00	32.00
<b>Parking Violations</b>		
Red curb, no stop/park	45.00	45.00
Parked over 72 hours	45.00	45.00
Repairing/greasing vehicle on street	45.00	45.00
Washing/polishing vehicle on street in central district	45.00	45.00
Failure to curb wheels	45.00	45.00
Emergency parking signs	45.00	45.00
Leave keys in car	45.00	45.00
Restricted parking	45.00	45.00
Limited parking	45.00	45.00
Parked on roadway	45.00	45.00
Prohibited parking	45.00	45.00
Parked out of space	45.00	45.00
Commercial vehicle parked on residential street	60.00	60.00
On street handicapped parking	275.00	275.00
Misuse of handicapped placard	500.00	500.00
White curb/passenger loading	45.00	45.00

**City of Walnut Creek  
Police Department  
Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	
	<b>FY 2024</b>	<b>FY 2025</b>
Commercial loading zone	45.00	45.00
Meter violation	45.00	45.00
Extension of meter time limit	45.00	45.00
Deposit of coins without consent	45.00	45.00
City parking facility	45.00	45.00
Parked on private property	45.00	45.00
Obstruct private property	45.00	45.00
Special Construction equipment	45.00	45.00
Special Identification plates not attached	45.00	45.00
No front/rear license plate	45.00	45.00
Position of plates	45.00	45.00
Period of display	45.00	45.00
Expired registration tabs (reduced to \$10.00 if corrected)	65.00	65.00
Display weight fee	45.00	45.00
Registration of trailer coaches (reduced to \$10.00 if corrected)	65.00	65.00
Owner to return evidence of registration	45.00	45.00
Illegal parking on public grounds	45.00	45.00
Parked in bike lane	45.00	45.00
Prohibited parking	45.00	45.00
Blocking crosswalk	45.00	45.00
Posted no parking area	45.00	45.00

**City of Walnut Creek  
Police Department  
Fees and Charges for Fiscal Years 2024 & 2025**

<b>Service/Application</b>	<b>Fee Range (\$)</b>	
	<b>FY 2024</b>	<b>FY 2025</b>
Blocking driveway	45.00	45.00
Blocking sidewalk	45.00	45.00
Double parked	45.00	45.00
Blocking bus zone	250.00	250.00
Parking in fire lane	45.00	45.00
Parked over 18 inches from curb	45.00	45.00
Handicapped parking off-street	275.00	275.00
Block/obstruct handicapped parking	275.00	275.00
Within 15 of hydrant	45.00	45.00
Unattended vehicle	45.00	45.00
Locked vehicle with passenger who cannot escape	45.00	45.00
Obstruct handicapped ramp	45.00	45.00
Abandoned vehicle public or private property	110.00	110.00
Anti-gridlock/block intersection	60.00	60.00
Illegal parked in an alley/street	45.00	45.00
Stop/park on bridge	45.00	45.00
Dim lights on parked vehicle	45.00	45.00
Warning devices on parked vehicles	45.00	45.00
Colors of lights or reflectors	45.00	45.00
Improper fuel caps	45.00	45.00
<b>Penalty for Parking Violations not otherwise set by this resolution or provided by law</b>		



**City of Walnut Creek  
Police Department  
Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
<b>Service/Application</b>	<b>FY 2024</b>	<b>FY 2025</b>
Late fee + DMV hold	50.00	50.00
Returned check fee	40.00	40.00
Citation Sign-Off	25.00	25.00
<b>Photographs</b>		
Copies of accident and/or crime scenes released:		
First 8 x 10 photograph black & white	40.00	40.00
Each additional 8 x 10 photograph, black and white	20.00	20.00
First 8 x 10 color photograph	50.00	50.00
Each additional 8 x 10 photograph	20.00	20.00
Each 3 1/2 x 5 color photograph	20.00	20.00
<b>Police Records</b>		
Marijuana arrest records destruction fee shown or state fee	50.00	50.00
Special staff reports	8.00 + 0.25/pg.	8.00 + 0.25/pg.
Record sealing (851.8 penal code.) - fee shown or state fee	100.00	100.00
Local arrest record review	40.00	40.00
Computer Generated Report - charge is per hour	40.00	40.00
Subpoena Duces Tecum	25.00	25.00
<b>Police Officers/Equipment</b>		
Special Duty Officers	Cost	Cost
Actual cost of officer	Minimum of (4) four hours	Minimum of (4) four hours

**City of Walnut Creek  
Police Department  
Fees and Charges for Fiscal Years 2024 & 2025**

	<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
<b>Service/Application</b>	<b>FY 2024</b>	<b>FY 2025</b>
<b>Police Vehicles Per Hour Plus Mileage</b>		
Police vehicles per hour plus mileage	25.00/hr + 25/mi (.30/m)	25.00/hr + 25/mi (.30/m)
<b>Second-Hand Dealers License - Initial Application</b>		
State fee - processing	195.00	195.00
City of Walnut Creek - processing	75.00	75.00
Fingerprinting each applicant or business partner, fee shown or state fee (state fee \$27.00 per person plus applicable fingerprinting fees)	32.00	32.00
<b>Public Dance Permit</b>		
Processing Application	100.00	100.00
<b>Taxicab Or Rental Car Business Investigation</b>		
Investigation Fee	130.00 per taxi	130.00 per taxi
<b>Taxi Driver Permit</b>		
Investigation Fee	120.83	120.83
<b>Impound /Tow Release Fee</b>		
Preparation and Release Paperwork	150.00	150.00
<b>Visa Letters</b>		
Preparation and verification	--	--
Residents	40.00	40.00
Nonresidents	40.00	40.00

**City of Walnut Creek  
Public Works - Engineering  
Fees and Charges for Fiscal Years 2024 & 2025**

		<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>Fee Basis</b>	<b>FY 2024</b>	<b>FY 2025</b>
<b><u>ENGINEERING FEES</u></b>			
A. Site Development Permit			
a. Plan Checking	per hour	236.00	244.00
b. Structural Plan Checking (retaining walls, shoring, etc.)	per hour	Actual Cost	Actual Cost
c. Permit/Inspection (based on value of site/frontage improvements, not bldgs.)			
i. Residential (includes retaining wall and slide repair projects)		4%	4%
ii. Non-Residential and Multifamily Residential		8%	8%
d. Additional Inspection Fees (if not completed by the date stated on the permit)			
i. If work is not completed by the date stated on the permit, additional permit fees may be required to grant a permit extension for completion of the project.		200.00	205.00
e. Technology Fee			
A technology fee surcharge shall apply to each Site Development Permit and shall be paid prior to issuance of the permit. Fee is equal to noted percent of the valuation (based on value of site/frontage improvements, not bldgs.)			
i. Residential (includes retaining wall and slide repair projects)		0.5%	0.5%
ii. Non-Residential and Multifamily Residential		0.7%	0.7%
f. Record Imaging Fee - The record imaging fee is to recover direct costs incurred by the City to prepare, store, and maintain a permanent public record.			
8-1/2" x 11"	per page	1.04	1.04
Larger sheet, including plans	per sheet	3.12	3.12
B. Subdivision Processing			
a. Plan Checking for maps, plans, plan revisions	per hour	236.00	244.00
b. City Surveyor Review of Parcel/Final Map	per hour		
c. Subdivision inspection (See A.c above under Site Development/Inspection)			
C. Encroachment Permit			
a. Inspection	per hour	200.00	205.00
b. Plan Checking	per hour	236.00	244.00

**City of Walnut Creek  
Public Works - Engineering  
Fees and Charges for Fiscal Years 2024 & 2025**

		<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>Fee Basis</b>	<b>FY 2024</b>	<b>FY 2025</b>
D. Parking Permits (to reserve a parking space for moving or construction)			
a. Meter Fee (based on full day use at current per hour fee); (see On Street Parking for Parking and Garage Rates)			
b. Parking Sign Fee	per sign	2.00	2.00
E. Certificate of Compliance, Line Line Adjustments, Property Mergers, Easement and Right of Way Dedication Deeds			
a. Plan Checking	per hour	236.00	244.00
b. City Surveyor Review	per hour	Actual Cost	Actual Cost
F. Street Vacating			
a. Plan Checking	per hour	236.00	244.00
b. City Surveyor Review	per hour	Actual Cost	Actual Cost
G. Engineering Review of Planning Application Processing	per hour	236.00	244.00
H. Provision C.3 Operation and Maintenance Management			
a. Management Fee	per year	236.00	244.00
b. Inspection Fee	per hour	236.00	244.00
c. Storm Drain Inlet Marker	per item	5.00	5.00
I. Engineering review of Building Permit Application			
a. Associated with Work Order	per hour	236.00	244.00
b. Based on the Building Division's total Permit Fees			
i. Not in Flood Zone		15%	15%
ii. Substantial Improvement or New Construction in Flood Zone		25%	25%
<b><u>PARKING PERMITS</u></b>			
A. Preferential Residential Parking Permits			
Each one-day permit in excess of 10 per day:		1.00	1.00
Replacement of a lost annual guest permit:			
Each annual permit during the first six months of the permit year (guest and resident)		35.00	35.00

**City of Walnut Creek  
Public Works - Engineering  
Fees and Charges for Fiscal Years 2024 & 2025**

		<b>Fee Range (\$)</b>	<b>Fee Range (\$)</b>
	<b>Fee Basis</b>	<b>FY 2024</b>	<b>FY 2025</b>
(Permits purchased within the last six months of the permit year will be 50% of the annual fee.)			
B. Transportation Permit (truck oversize loads)		16.00	16.00
C. Traffic Review of Planning Application Processing	per hour	236.00	244.00
D. Traffic Review of Subdivision and Site Development Permit Processing	per hour	236.00	244.00
E. Traffic Consultant Review of Planning Application Processing	per hour	Actual Cost	Actual Cost
F. Valet Parking Permit Fee	per permit	230.00	230.00

**City of Walnut Creek**  
**Public Works - Parks & Open Space**  
**Fees and Charges for Fiscal Years 2024 & 2025**

	Fee Range (\$)	Fee Range (\$)
	FY 2024	FY 2025
<b>PARKS <sup>1</sup></b>		
Arborist Services		
City Arborist, Per Hour	190.00	190.00
Consulting Arborist	Actual Cost	Actual Cost
Tree Removal Permit (Flat Fee)	85.00-103.00	85.00-103.00
<b>OPEN SPACE FEES <sup>1</sup></b>		
<b>Interpretive Programs and Activities</b>		
30 minute tour (maximum 25 people)	50.00-103.00	50.00-103.00
60 minute tour (maximum 25 people)	100.00-154.00	100.00-154.00
90 minute tour (maximum 25 people)	150.00-205.00	150.00-205.00
Group Picnic Area Reservations Borges Ranch (35 person max), Hannah Grove, Howe Homestead & Sugarloaf (Orchard & Twin Oaks)	5.00-10.00	5.00-10.00
Less than 35 people (Flat Fee)	70.00-100.00	70.00-100.00
36-50 people (Flat Fee)	100.00-150.00	100.00-150.00
51-75 people (Flat Fee)	150.00-200.00	150.00-200.00
76 or more people (Flat Fee)	200.00-250.00	200.00-250.00
<b>Group Camping</b>		
Less than 35 people (Flat Fee)	140.00-170.00	140.00-170.00
36-50 people (Flat Fee)	200.00-250.00	200.00-250.00
51-75 people (Flat Fee)	300.00-350.00	300.00-350.00
76 or more people (Flat Fee)	400.00-450.00	400.00-450.00
<b>Amphitheater (Flat Fee)</b>	50.00-100.00	50.00-100.00
<b>Commercial Use</b>		
1/2 Day (5 hour maximum)	250.00-300.00	250.00-300.00
Full Day (10 hour maximum)	500.00-600.00	500.00-600.00
Howe Homestead Park Garden Plot, Per Year (625 sq. ft. plot, 48 total)	100.00-257.00	100.00-257.00

## City of Walnut Creek

### Proposed Fees and Charges for Fiscal Years 2024 & 2025

#### Footnotes

<sup>1</sup> The Department Director or their designee will set specific fees within the authorized range. The City's goal is to charge user fees that are comparable to neighboring agencies, fair and reasonable for the facility or service provided, and which offset operating costs as much as possible. The Director/designee is authorized to offer a limited number of discounted rates for targeted populations such as students, educators, and senior adults and to offer discounted rates or special promotional packages as sales promotion incentives, where applicable.

<sup>2</sup> City of Walnut Creek Funding Partner Organizations are groups whose primary mission/purpose includes direct financial or in-kind support to City of Walnut Creek programs.

<sup>3</sup> The Arts and Recreation Department Director or their designee will set specific fee levels within the approved range. The City's goal is to charge user fees that are comparable with neighboring golf courses, fair, and reasonable for the facility or service provided, and that offset operating costs. The Arts and Recreation Department Director is hereby authorized to establish discounted fees or special promotional packages as incentives for first-time use, for long-term use, or as limited duration promotional incentives at the Boundary Oak Golf Course.

<sup>4</sup> Specific prices for Center for Community Arts, Bedford Gallery, and Center REP may vary depending upon the type of activity, day of week, and time of day.

<sup>5</sup> Center for Community Arts class and workshop fees are based on average 10-week quarters, 1-3 hours per class. Class sizes may vary.

<sup>6</sup> Public Art: The Design Review - New Buildings/Project Fee in the Community and Economic Development section of the Fees & Charges is the rate used for review and processing of commercial and City public art projects. This rate is also charged for research of public artists/artwork or referrals to artists or consultants.

<sup>7</sup> Center REP single ticket and season subscription ticket package range amounts include the applicable Leshner Center Facility Use Fee amounts.

<sup>8</sup> Leshner Center Facility Rental Event Period percentage of gross charges apply to non-corporate and corporate events charging admission.