

RESOLUTION NO. 01-2024

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA
APPROVING THE 2022-2023 ANNUAL AND FIVE-YEAR IMPACT FEE REPORT
FOR THE FISCAL YEAR ENDING JUNE 30, 2023**

WHEREAS, pursuant to Government Code Section 66000 et seq., the City of Pacifica is required to prepare an annual report regarding development impact fees within 180 days after the close of each fiscal year; and

WHEREAS, staff has prepared the 2022-2023 Annual and Five-Year Impact Fee Report For the Fiscal Year Ending June 30, 2023, a copy of which is attached hereto as Exhibit A (“Impact Fee Report”), and incorporated by reference, which satisfies the reporting requirements stated in the Mitigation Fee Act; and

WHEREAS, pursuant to Government Code section 66006(b)(2), the Impact Fee Report has been available for public review at the Clerk’s office since December 21, 2023; and

WHEREAS, the City imposes development fees that are subject to the Mitigation Fee Act (Gov. Code §§ 66000 et seq.): the Traffic Impact Mitigation Improvement Fees for Highway One Improvements, the Traffic Impact Mitigation Fees for the Improvement of the Manor Drive/Palmetto Avenue/Oceana Boulevard Intersection, the Planned Drainage Facilities Fees, the Capital Projects Fees, the In-Lieu Parking Facilities Fee, the Park Facilities Impact Fee, the Sewer Connection Charges, the Street Improvement Fee, the Housing In-Lieu Fee, and the Tree In-Lieu Fee; and

WHEREAS, Government Code Section 66001(d) requires a local agency to make findings with respect to any unexpended funds for the fifth fiscal year following the first deposit into the account or fund; and

WHEREAS, staff prepared a five-year analysis of the development fees. Staff finds that the purpose for each Development Fee is sufficiently described in the attached report. In addition, the original nexus study creating or amending the fee establishes the reasonable relationship between the Development Fee and the purpose for which it was created, the other sources and amounts of funding anticipated to complete the financing of the projects where the Development Fee are part of the funding and the approximate dates on which the financing of the incomplete improvements will be completed are outlined in the City’s CIP budget each year;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Pacifica as follows:

1. The foregoing recitals are true and correct.
2. The Council hereby approves, accepts, and adopts 2022-2023 Annual and Five-Year Impact Fee Report For the Fiscal Year Ending June 30, 2023, attached hereto as Exhibit A, and makes the findings set forth in this resolution.

BE IT FURTHER RESOLVED, that the City Council of the City of Pacifica finds as follows:

1. In accordance with Government Code Section 66000 et seq., the City has conducted an annual and five-year review of its development impact fees and the Council has reviewed the Impact Fee Report for the Fiscal Year 2022-2023.

2. The funds have been and shall be used for the purposes stated in said report and are necessary to mitigate impacts resulting from development in the City and there is a reasonable relationship between the use of the fees and the type of development project upon which the fee is imposed.

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PASSED AND ADOPTED at a regular meeting of the City Council of the City of Pacifica, California, held on the 8th day of January, 2024, by the following vote:

AYES, Councilmembers: *Beckmayer, Bier, Bigstyk, Bolas, Vaterlaus*

NOES, Councilmembers: *n/a*

ABSENT, Councilmembers: *n/a*

ABSTAIN, Councilmembers: *n/a*

Sue Vaterlaus

Sue Vaterlaus, Mayor

ATTEST:

Sarah Coffey

Sarah Coffey, City Clerk

APPROVED AS TO FORM:

Michelle Kenyon

Michelle Kenyon, City Attorney



City of Pacifica Annual and Five-Year Impact Fee Report

For the Fiscal Year Ending June 30, 2023



**City of Pacifica
170 Santa Maria Avenue
Pacifica, CA 94044**

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Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA

170 Santa Maria Avenue • Pacifica, California 94044-2506
www.cityofpacifica.org

MAYOR
Sue Vaterlaus

MAYOR PRO TEM
Sue Beckmeyer

COUNCIL
Mary Bier
Tygarjas Bigstycyk
Christine Boles

January 8, 2024

The Honorable Mayor, Members of the City Council and Citizens of Pacifica

Dear Mayor, Members of the City Council and Citizens of Pacifica:

State law requires any local agency that imposes development impact fees to prepare an annual report providing specific information about those fees. Therefore, in accordance with the provisions of the California Government Code Section 66006(b) and 66001(d), as amended by Assembly Bill (AB) 518 and Senate Bill (SB) 1693, I hereby submit the Annual and Five-Year Impact Fee Report for the City of Pacifica, California for the fiscal year (FY) ended June 30, 2023.

Development impact fees are charged by local governmental agencies in connection with approval of development projects. The purpose of these fees is to defray all or a portion of the cost of public facilities related to the development project. The legal requirements for enactment of a development impact fee program are set forth in Government Code §§ 66000-66025 (the "Mitigation Fee Act"), the bulk of which was adopted as 1987's AB 1600 and thus commonly referred to as "AB 1600 requirements".

In Pacifica, development impact fees are collected at the time a building permit is issued for the purpose of mitigating the impacts caused by new development on the City's infrastructure. Fees are used to finance the acquisition, construction and improvement of public facilities needed as a result of this new development.

State law requires the City prepare and make available to the public the Development Impact Fee Report within 180 days after the last day of each fiscal year. The City Council must review the annual report at a regularly scheduled public meeting not less than fifteen days after the information is made available to the public. A draft of this report was filed with the City Clerk's office and available for public review on December 21, 2023.

Respectfully submitted,

Yulia Carter
Assistant City Manager/Director of Finance



CITY OF PACIFICA, CALIFORNIA

SUE VATERLAUS
Mayor

SUE BECKMEYER
Mayor Pro Tem

MARY BIER
TYGARJAS BIGSTYCK
CHRISTINE BOLES
Members of City Council

KEVIN WOODHOUSE
City Manager

MICHELLE MARCHETTA KENYON
City Attorney

OTHER ADMINISTRATIVE OFFICERS

YULIA CARTER	Assistant City Manager/Director of Finance
CHRISTIAN MURDOCK	Director of Planning
MARIA SARASUA	Police Chief
RON MYERS	Fire Chief
LISA PETERSEN	Director of Public Works
BOB PALACIO	Director of Parks, Beaches & Recreation
SARAH COFFEY	City Clerk

OFFICIAL COMMISSIONS AND COMMITTEES

BEAUTIFICATION ADVISORY COMMITTEE

ECONOMIC DEVELOPMENT COMMITTEE

EMERGENCY PREPAREDNESS & SAFETY COMMISSION

OPEN SPACE AND PARKLAND ADVISORY COMMITTEE

PARKS, BEACHES AND RECREATION COMMISSION

PLANNING COMMISSION



INTRODUCTION

LEGAL REQUIREMENTS FOR DEVELOPMENT IMPACT FEE REPORTING

In California, State legislation sets certain legal and procedural parameters for the charging of development impact fees. This legislation was passed as AB1600 by the California Legislature and is now codified as California Government Code Sections 66000 through 66008 (“Mitigation Fee Act”). This State law went into effect on January 1, 1989.

The Mitigation Fee Act imposes certain accounting and reporting requirements with respect to the fees collected. The fees must be deposited in a special account to avoid commingling the fees with the City’s other revenues or funds. Interest on each development fee fund or account must be credited to that fund or account and used only for those purposes for which the fees were collected.

The Mitigation Fee Act also requires any local agency that imposes development impact fees to prepare an annual report and a five-year report that provide specific information about those fees. This report serves both of those functions and has been prepared for the City of Pacifica for the fiscal year (FY) ended June 30, 2023 in accordance with the provisions of the California Government Code Section 66006 (b) and 66001 (d).

ANNUAL REPORT - CALIFORNIA GOVERNMENT CODE SECTION 66006(b)

Pursuant to Government Code 66000 et seq. and specifically Government Code section 66006(a), the City is required to prepare an annual report regarding any fee imposed to provide for an improvement to be constructed to serve a development project, or which is a fee for public improvements within the meaning of subdivision (b) of Section 66000, and that is imposed by the local agency as a condition of approving the development project. California Government Code Section 66006(b) defines the specific reporting requirements for local agencies that impose AB 1600 development impact fees on new development. Specifically, Section 66006 (b) requires that for each separate fund the local agency shall make available to the public the information shown below for the most recent fiscal year.

- A brief description of the type of fee in the account or fund (pages 3 to 6).
- The amount of the fee (pages 7 to 11).
- The beginning and ending balance of the account or fund (pages 13 to 23).
- The amount of the fees collected, and interest earned (pages 13 to 23).
- An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees (pages 13 to 23).
- An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement (pages 13 to 23).
- A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan (pages 2).



- The amount of refunds made due to sufficient funds being collected to complete financing on incomplete public improvements, and the amount of reallocation of funds made due to administrative costs of refunding unexpended revenues exceeding the amount to be refunded (pages 2).

City Actions Regarding this Section:

- For the 2022-2023 fiscal year the City did not provide any refunds of development fees.
- For the 2022-2023 fiscal year a transfer from Park Facilities Impact Fee fund to Roy Davies Trust fund to fund the Playground Equipment Improvement Project.

FIVE-YEAR REPORT - CALIFORNIA GOVERNMENT CODE SECTION 66001(d)

For all funds established for the collection and expenditure of development impact fees, California Government Code Section 66001(d) has additional requirements. For the fifth fiscal year following the first deposit into the fund and every five years thereafter, the local agency shall make all of the following findings with respect to that portion of the fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put.
- Demonstrate a reasonable relationship between the fee and purpose for which it is charged.
- Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements.
- Designate the approximate dates on which the funding is expected to be deposited into the appropriate account or fund.

City Actions Regarding this Section:

- For the 2022-2023 fiscal year the City reviewed the 5-Year Funds and there are no actions to report.

State law requires the City to prepare and make available to the public the above information within 180 days after the last day of each fiscal year. The City Council must review the annual report at a regularly scheduled public meeting not less than fifteen days after the information is made available to the public. This report was filed with the City Clerk's office and available for public review on December 21, 2023.



DESCRIPTION OF DEVELOPMENT IMPACT FEES, IDENTIFICATION OF PURPOSE OF FEES, AND REASONABLE RELATIONSHIP BETWEEN FEE AND THE PURPOSE FOR WHICH IT IS CHARGED

66006(b)(1)(A), 66013(d)(1), and 66001(d)(1)(A) and (B)

The City has ten (10) development impact fees.

1. **Highway 1 Improvement Fund.** Fees are imposed on private development projects pursuant to Pacifica Municipal Code (Traffic Impact Mitigation Improvement Fund for Highway One Improvements, Chapter 15, Title 8, as added by Ordinance No. 318-C.S.). The purpose of the Highway 1 impact mitigation fee is to defray the actual or estimated costs of constructing improvements to Highway One in the City from Westport Drive south to the southern City limits, which improvements will be required to accommodate the increased traffic flow in the area resulting from future development in the City.

The fee amount collected is based on the traffic generated by the respective development, measured by the square footage of the new development, and the new development's proportionate cost to construct the improvements required to serve the traffic generated by the new development. In addition, the traffic impact mitigation fee is imposed in two impacting areas. The primary impacting area is that area lying south of Sharp Park Road. The secondary impact area is that area lying north of Sharp Park Road. The fee is imposed on new residential, commercial, and retail development.

2. **Manor Drive Improvement Fund.** The Manor Drive/Palmetto Avenue/Oceana Boulevard Intersections Improvement Fees are imposed on private development projects pursuant to Pacifica Municipal Code (Traffic Impact Mitigation Fees for the Improvement of the Subject Intersection, Chapter 18, Title 8, as added by Ordinance No. 422-C.S.). The purpose of establishing traffic impact mitigation fees is to defray the actual costs of constructing improvements to the Manor Drive/Palmetto Avenue/Oceana Boulevard intersection, which improvements will be required to accommodate the increased traffic flow in the area resulting from future building activity in the City.

The fee amount collected is based on the traffic generated by the respective development uses and the estimated cost to construct the required improvements. The traffic impact mitigation fee is imposed on the areas lying north of Paloma Avenue within the Pacifica City limits. The fee is imposed on new residential, commercial, and retail development.

3. **Planned Local Drainage Fund.** The Planned Drainage Facilities Fee is imposed on private development projects pursuant to Pacifica Municipal Code (Article 1, Chapter 4, Title 7, as added by Ordinance No. 333-C.S.). The purpose of the Local Drainage impact mitigation fee is to defray the actual or estimated cost of constructing planned drainage facilities for the removal of surface and storm drainage waters to accommodate the increased drainage needs resulting from future development in the City.

The fee amount collected is based on the required storm water drainage improvements generated by the respective development, measured by the location and acreage of the new development, and the new development's proportionate cost to construct the improvements required to serve the increased use generated by the new development. The fee is imposed on new residential, commercial, and retail development.

4. **General Capital Improvement Fund.** The Capital Improvements Fees are imposed on private development projects pursuant to Pacifica Municipal Code (Capital Projects Fund, Article 2, Chapter 4, Title 7, as added by Ordinance No. 7-C.S.). The purpose of the General Capital Improvement impact



mitigation fee is to defray the actual or estimated cost of constructing new public safety facilities to accommodate the increased service needs resulting from future development in the City. The fee is used to develop capital programs and to provide for the capital outlays necessary to provide added services and facilities as a result of such new construction, and to safeguard life, limb, and the public health and safety.

The fee amount collected is based on the estimated cost to construct the required capital improvements for new residential, commercial, and retail development, measured by the number of bedrooms or hotel or motel units or the permit valuation of the new development, and the new development's proportionate costs to construct the improvements required to serve the increased use generated by the new development. It is to be used for the acquisition, construction, and improvement of major capital facilities of the City.

- 5. In-Lieu Parking Facilities Fee.** The In-Lieu Parking Facilities Fee is imposed on private development projects in Rockaway Beach and Sharp Park areas. The purpose of the Rockaway Beach and Sharp Park In-Lieu Parking Fee is to provide additional public parking at West Rockaway Beach and West Sharp Park consistent with the goals of the Rockaway Beach and Sharp Park Specific Plan to encourage shared parking facilities and accommodate the increased demand for parking resulting from future development in the Rockaway Beach and Sharp Park areas.

The fee amount collected is based on the fee update study adopted by City Council Resolution No. 23-2020 on April 27, 2020, and the approximate cost of constructing a parking space in an above grade parking structure.

- 6. Parks Facilities Impact Fee.** The Park Facilities Impact Fee is imposed on private residential development projects pursuant to Pacifica Municipal Code (Park Facility Impact Fee Chapter 19, Title 8). The purpose of the Parks Facilities impact fee is to defray the actual or estimated cost of constructing additional parks, recreational facilities, and open spaces to accommodate the increased needs resulting from future development in the City.

The fee amount collected is based on the increase in use of parks, recreational facilities, and open spaces generated by the respective development, measured by the number of residents due to residential construction, and the new development's proportionate cost to construct the required recreational facilities and purchase the needed land and open space.

- 7. Sewer Facility Construction Fund.** The Planned Sanitary Sewer Facilities Fee is imposed on private development projects pursuant to Pacifica Municipal Code (Sewer Connection Charges, Chapter 11, Title 6). The purpose of the Sewer Facility capacity fee is to defray the actual or estimated cost of acquisition, construction, and operation of City sanitation and sewage facilities to accommodate the increased use of the facilities resulting from future development in the City. The sewer connection fees (PMC Section 6-11.102 and 6-11.103) are designed to offset future costs for the replacement and expansion of the Wastewater Treatment Plant and related sewage collection facilities. The inflow and infiltration charges (PMC Section 6-11.104) reflect the contribution necessary to maintain the existing capacity of the collection system to serve new development by providing facilities to eliminate an equivalent volume of inflow and infiltration as the new flows contribute to the sewage system. The sewer tap fee (PMC Section 6-11.301) applies only if the City performs the tap and it reflects the actual cost of the service.



The fee amount collected is based on the required sanitary sewer improvements which are based on the proposed new projects generated by the respective uses and the estimated cost to construct the required improvements. The fee is imposed on new residential, commercial and retail development.

8. **Street Improvement Fee.** The City of Pacifica is responsible for maintaining over 90 centerline miles of street pavement. The City's Street maintenance program has been chronically underfunded and as a result the City currently has one of the lowest pavement condition index (PCI) score in the bay area cities and faces a growing deficit in needed pavement maintenance and rehabilitation funding.

Utility Pavement Cut Recovery Fee (PMC Section 7-2.214). The Utility Pavement Cut Recovery Fee is imposed on private development projects pursuant to Pacifica Municipal Code (Utility Pavement Cut Recovery Fee, Section 214, Article 2, Chapter 2, Title 7). Excavations in paved streets owned and maintained by the City degrade and shorten the life of the surface of the streets, and this degradation increases the frequency and cost to the public of necessary resurfacing, maintenance and repair. These excavations cause degradation of the streets even where the excavations are refilled and repaired in conformity with applicable standards and requirements. It is appropriate that entities responsible for excavating into the City right-of-way bear the burden of the resulting cost of this degradation and shortened life of the surface rather than the taxpayers of the City. In addition, establishment of a Utility Pavement Cut Recovery Fee will create an incentive for utilities to coordinate excavations in the streets. The purpose of this Utility Pavement Cut Recovery impact fee is to defray the actual or estimated cost of restoration and maintenance of City pavement related to the increased use and degradation of paved streets owned by the City resulting from pavement excavations for new development in the City.

The fee amount collected is based on the "Council-Approved Rate" contained in the most recently adopted Impact Fee Schedule. The fee is imposed on residential/commercial/retail development.

Construction Vehicle Impact Fee (PMC Title 8, Chapter 21). The Construction Vehicle Impact Fee is imposed on private development projects pursuant to Pacifica Municipal Code (Construction Vehicle Impact Fee, Chapter 21, Title 8). The purpose of the Construction Vehicle Impact fee is to defray the actual or estimated cost of restoring City streets to accommodate the increased use and deterioration resulting from heavy construction vehicles associated with future development in the City.

The fee amount collected is based on the deterioration of City streets caused by new development's construction vehicles, measured by the square footage added by the new development, and the new development's proportionate cost to restore the damaged City streets. The fee is imposed on all developments in the City that require a building permit and add new residential or nonresidential building square footage.

9. **Housing In-Lieu Fee.** For any residential development that is not located within the redevelopment project area, the developer may propose to pay the City an amount of money in lieu of providing a Below Market Rate (BMR) unit. The purpose of the Housing In-Lieu fee is to provide funding assistance for the provision of affordable housing in-lieu of the BMR unit required for new development in the City.

The in-lieu fee amount collected shall be based on the estimated cost to provide the BMR unit and shall be set forth in a resolution adopted by the City Council. In-lieu payments shall be paid prior to occupancy of the first market rate unit to be developed within the residential development.



10. **Tree In-Lieu Fee.** The City established the Tree Fund for the preservation of protected trees on public and private property and to promote the health, safety, and general welfare of the citizens of the City, while recognizing individual rights to develop, maintain, and enjoy private property. (Establishment of Tree Fund, Section 4-12-23, Chapter 12, Title 4). The Tree In-Lieu fee is an agreed upon restoration payment. The purpose of the Tree In-lieu fee is for payment of the full replacement value of a mature tree or trees in lieu thereof if on-site replacement is not feasible.

The City shall administer and use the Tree Fund for the following purposes: (1) Purchasing, planting, and maintaining trees within the City; (2) Acquiring, maintaining, and preserving trees within the City to remain in a naturalistic state in perpetuity; (3) Performing and maintaining a City-wide tree inventory; (4) Educating residents and developers on the preservation, care, maintenance, benefits and value of trees within the City of Pacifica; and (5) Supporting programs for the purpose of increasing the tree canopy within the City of Pacifica as approved by the Council.

To mitigate the adverse effects of tree removal, a tree removal permit shall include conditions that require relocation of tree(s) on-site as recommended by a certified arborist, and/or replacement planting of a minimum of two (2) replacement trees for every otherwise healthy tree removed and may be required to pay the replacement value of the mature protected tree minus the cost of the two (2) replacement trees or payment of the full replacement value of a mature tree or trees in lieu thereof if on-site replacement is not feasible. No applicant shall be required to expend more on the replacement trees than the appraised value of the trees for which a permit is required. The Director shall determine the replacement value of the trees utilizing the most recent edition of the Guide for Plant Appraisal by the Council of Tree and Landscape Appraisers.



CURRENT IMPACT FEE SCHEDULES

66006(b)(1)(B)

Highway 1 Improvement Impact Fee

Table 1 Current Highway 1 Improvement Impact Fee

(a) Primary Impacting Area (as defined in Municipal Code Section 8-15.03)	
	Fee
(1) Per new residential unit	\$6,434
(2) Per new second residential unit	\$3,173
(3) Per new commercial unit (per square foot of gross floor area)	\$2.60
(b) Secondary Impacting Area (as defined in Municipal Code Section 8-15.03)	
	Fee
(1) Per new residential unit	\$2,149
(2) Per new second residential unit	\$1,095
(3) Per new commercial unit (per square foot of gross floor area)	\$0.82

Manor Drive Improvement Impact Fee

Table 2 Current Manor Drive Improvement Impact Fee

(a) Primary Impacting Area (as defined in Municipal Code Chapter 18, Title 8)	
	Fee
(1) Per daily trip generated.	\$469

Planned Local Drainage Impact Fee

Table 3 Current Planned Local Drainage Impact Fee

(a) Area Number (as defined in Municipal Code Section 7-4.101):

Area Number	Watershed Title	Fee per acre
1	Globe	\$0
2	Edgemar	\$5,946
3	Pacific Manor	\$5,196
4	Salada Beach	\$5,196
5	Brighton	\$6,202
6	Fairway Park	\$11,592
7	Valleamar	\$8,213



8	Rockaway Beach	\$15,298
9	Lower Linda Mar	\$0
10	Linda Mar	\$5,484

General Capital Improvement Impact Fee

Table 4 Current General Capital Improvement Impact Fee

(a) Primary Impacting Area (as defined in Municipal Code Article 2, Chapter 4, Title 7)	
	Fee
(1) Per bedroom in a dwelling unit	\$329
(2) Per hotel or motel unit	\$164
(3) each other new structure (except accessory buildings and buildings or structures primarily used for Boys' or Girls' Clubs, Boy or Girl Scouts, or other nonprofit activities for which the Council may waive the fee).	2.0079% of the valuation

In-Lieu Parking Facilities Fee

Table 5 Current In-Lieu Parking Facilities Fee

On April 27, 2020 City Council approved the increase of the In-Lieu Parking Facilities Fee for the Rockaway Beach Specific Plan Area	
(a) Primary Impacting Area (as defined in Resolution No. 23-2020)	
	Fee
(1) Fee per in-lieu parking space.	\$43,497
On May 11, 2020 City Council approved Resolution No. 25-2020 to establish the In-Lieu Parking Facilities Fee for the Sharp Park Specific Plan Area	
(a) Primary Impacting Area (as defined in Resolution No. 25-2020)	
	Fee
(1) Fee per in-lieu parking space.	\$43,497

Parks Facilities Impact Fee

Table 6 Current Parks Facilities Impact Fee

(a) Primary Impacting Area (as defined in Municipal Code Chapter 19, Title 8)	
Park Facilities Impact Fee (Mitigation Fee Act)	
Bedrooms	Fee
Zero	\$9,614.00



One	\$11,274.00
Two	\$17,222.00
Three	\$20,888.00
Four	\$23,862.00
Five	\$27,597.00
Each after Five	\$3,735.00

Sewer Facility Construction Impact Fee

Table 7 Current Sewer Facility Construction Impact Fee

(a) Primary Impacting Area (as defined in Municipal Code Chapter 19, Title 8)	
CONNECTION FEES (SEC. 6-11.102)	
	Fee
a) Residential Units: Single, Townhouse, or Condominium dwelling unit	\$1,455
b) Second Unit Unit	\$728
c) Multi-Family Dwellings	\$1,104
d) Commercial Units (= # fixture units/12)	\$1,455
TRUNK LINE FEES (SEC. 6-11.103)	
	Fee
a) Residential	
1) Per unit: Single, Townhouse, Condominium, or multi-family	\$1,094
2) Per acre	\$2,184
b) Second Unit Unit	
1) Per unit	\$1,094
2) Per acre	\$2,184
c) Commercial Units (= # fixture units/12)	
1) Per commercial unit (= # fixture units/12)	\$1,094
2) Per acre	\$2,184
INFLOW/INFILTRATION FEES (SEC. 6-11.104)	
	Fee
a) Residential	
1) Per unit: Single, Townhouse, Condominium, or multi-family	\$798
2) Per acre	\$1,699
b) Second Unit Unit	
1) Per unit	\$399
2) Per acre	\$850
c) Commercial Units (= # fixture units/12)	
1) Per commercial unit (= # fixture units/12)	\$798



2) Per acre	\$1,699
SEWER TAP FEES (SEC. 6-11.301)	
	Fee
Number of Taps	\$472
INSPECTION AND REVIEW CHARGES	
	Fee
Number of Hours	\$250

Street Improvement Fee

Table 8 Current Street Improvement Fee

Utility Pavement Cut Fee			
Functional Class	Age Group	Cut Area (Percent Section Area)	
		<10% of Section Area	≥10% of Section Area
Arterials/Collectors	<10 years	\$2.50	\$4.00
	≥10 years	\$1.50	\$2.50
Residential	<10 years	\$1.50	\$3.00
	≥10 years	\$1.00	\$2.50
<p>Accessory Dwelling Units (ADU): Utility Pavement Cut Fee shall not be charged for any ADU that is under 750 square feet or an ADU of any size when the ADU is being constructed at the same time, under the same permit, as a new main residential unit or an expansion of the main unit that make payment of the fees as required.</p>			
<p>Partial or Full Credit Utility Cut Fees for Developments with Pavement Improvements: A credit may be applied against the Utility Cut Fees for completing frontage roadway paving.</p>			
<p>Reduced Utility Cut Fees Related to Sewer Lateral Repairs Not Requiring a Lateral Compliance Certificate: A minimal fee of \$500 will be charged for pavement cuts fees related to fixing a sewer lateral not requiring a Sewer Lateral Compliance Certificate.</p>			
Construction Vehicle Impact Fee			
	Residential Unit / Multi-Family Fee	Non-Residential Unit Fee	
Per Square Foot	\$1.19 / sq. ft.	\$1.19 / sq. ft.	



Accessory Dwelling Units (ADU): Construction Vehicle Impact Fees shall not be charged for any ADU that is under 750 square feet or an ADU of any size when the ADU is being constructed at the same time, under the same permit, as a new main residential unit or an expansion of the main unit that make payment of the fees as required.

Housing In-Lieu Fee

Table 9 Current Housing In-Lieu Fee

(a) For a BMR Unit affordable to a Lower Income Household (Resolution No. 24-2007)	
	Fee
Rental Unit:	\$205,416
For Sale Unit:	
Detached Single Family:	\$561,910
Condominium/Townhouse:	\$356,910
(b) For a BMR Unit affordable to a Moderate Income Household (Resolution No. 24-2007)	
	Fee
Rental Unit:	\$26,732
For Sale Unit:	
Detached Single Family:	\$465,023
Condominium/Townhouse:	\$260,023

Tree In-Lieu Fee

Table 10 Current Tree In-Lieu Fee

IN-LIEU TREE FEES (SEC. 4-12.04 (e))	
	Fee
Per Tree	The appraised value of the tree(s) for which a tree removal permit is required.
The Director of the Department of Public Works shall determine the replacement value of the trees utilizing the most recent edition of the Guide for Plant Appraisal by the Council of Tree and Landscape Appraisers.	



DEVELOPMENT IMPACT FEE REPORT

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE



HIGHWAY 1 IMPROVEMENTS

Table 11 Highway 1 Improvements - Fund 12
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22	FY 2022/23
REVENUES		
Fees	\$39,296	\$21,566
Interest	\$0	\$4,191
Total Revenues	\$39,296	\$25,757
EXPENDITURES [1]		
	% From Fees	% From Fees
Capital Improvements	\$0	\$0
Fee Administration [2]	\$21,145	\$20,889
Total Expenditures	\$21,145	\$20,889
REVENUES OVER (UNDER) EXPENDITURES		
	\$18,151	\$4,868
Fund Balance, Beginning of the Year	\$130,114	\$148,265
Fund Balance, End of Year	\$148,265	\$153,133

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

[2] Include staff time to manage Highway 1 projects, collection of fees, participating in the San Mateo County Congestion Management.

[3] City is seeking grant funds to complete the project.

Proposed Future Projects	Total Cost	Impact Fees	Grant Funds [3]	% From Fees	Commencement Year
Pacifica State Beach Trail Rehabilitation Project	\$400,000	\$200,000	\$200,000	50%	2025



MANOR DRIVE/PALMETTO AVENUE/OCEANA BOULEVARD INTERSECTIONS

Table 12 Manor Drive/Palmetto Avenue/Oceana Boulevard - Fund 14
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$4,670		\$21,566	
Interest	\$0		\$0	
Total Revenues	\$4,670		\$21,566	
EXPENDITURES [1]				
Manor Drive Over-Crossing Improvement Project [2]	\$81,145	% From Fees 100%	\$635,822	% From Fees 0%
Total Expenditures	\$81,145		\$635,822	
REVENUES OVER (UNDER) EXPENDITURES				
	(\$76,475)		(\$614,256)	
Fund Balance, Beginning of the Year	\$6,930		(\$69,545)	
Fund Balance, End of Year	(\$69,545)		(\$683,801)	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

[2] City Council adopted Resolution 82-2021 on 12/13/21 identifying the Manor Drive Over-Crossing Improvement Project to be funded by this fee. City will receive \$3,000,000 in grant funds from San Mateo County Transportation Authority Measure W funds.

[3] City is seeking grant funds to complete the project.

Proposed Future Projects	Total Cost [3]	Impact Fees	Grant Funds	% From Fees	Commencement Year
Manor Drive Over-Crossing Improvement Project	\$17,000,000	\$900,000	\$16,100,000	5%	On-going



PLANNED DRAINAGE FACILITIES FEES AND RESERVE FOR DRAINAGE FACILITY CONSTRUCTION FUNDS

Table 13 Planned Drainage Facilities Fees/Reserve For Drainage Facility - Fund 19
 Statement of Revenues, Expenditures and Changes in Fund Balance
 Ending June 30, 2023

Description	FY 2021/22	FY 2022/23
REVENUES		
Fees	\$0	\$2,217
Interest	\$0	\$2,456
Total Revenues	\$0	\$4,673
EXPENDITURES [1]		
Storm Drainage Master Plan	\$86,265	\$0
	% From Fees 100%	% From Fees 0%
Total Expenditures	\$86,265	\$0
REVENUES OVER (UNDER) EXPENDITURES		
	(\$86,265)	\$4,673
Fund Balance, Beginning of the Year	\$171,335	\$85,070
Fund Balance, End of Year	\$85,070	\$89,743

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

[2] City is seeking grant funds to complete the project.

Proposed Future Projects	Total Cost [2]	Impact Fees	Grant Funds	% From Fees	Commencement Year
Clarendon Road Drainage Improvements	\$1,240,000	\$140,000	\$1,100,000	11%	2025



CAPITAL PROJECTS FUNDS

Table 14 Capital Projects Fund - Fund 22
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$52,992		\$16,701	
Interest	\$0		\$0	
Total Revenues	\$52,992		\$16,701	
EXPENDITURES [1]				
		% From Fees		% From Fees
Engineering Services	\$51	10%	\$0	0%
Work Order System	\$4,375	10%	\$0	0%
Various Bldg Repairs	\$9,440	20%	\$0	0%
PD Parking Light and Pathway	\$2,200	10%	\$0	0%
PW Office and Facility Assessment	\$4,768	10%	\$0	0%
Cubicles Community Center	\$188,977	100%	\$0	0%
Civic Center Conceptual Design	\$105	10%	\$0	0%
Total Expenditures	\$209,915		\$0	
REVENUES OVER (UNDER) EXPENDITURES	(\$156,922)		\$16,701	[2]
Fund Balance, Beginning of the Year	(\$13,557)		(\$170,479)	
Fund Balance, End of Year	(\$170,479)		(\$153,779)	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers or refunds from funds that utilize development fees.

[2] The \$16,701 balance was used to repay the loan to complete the Cubicles Community Center project. Of all loan payments this FY, 100% was from this impact fee. The loan will be repaid by 2024 and with 0% interest rate on the loan.

Proposed Future Projects	Total Cost	Impact Fees	Grant Funds	% From Fees	Commencement Year
None					



IN-LIEU PARKING FACILITIES FEE

Table 15 In-Lieu Parking Facilities Fee - Fund 25
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$0		\$0	
Interest	\$0		\$3,268	
Total Revenues	\$0		\$3,268	
EXPENDITURES [1]				
Capital Improvements	\$0	% From Fees 100%	\$0	% From Fees 0%
Total Expenditures	\$0		\$0	
REVENUES OVER (UNDER) EXPENDITURES				
	\$0		\$3,268	
Fund Balance, Beginning of the Year	\$171,335		\$171,335	
Fund Balance, End of Year	\$171,335		\$174,603	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

Proposed Future Projects	Total Cost	Impact Fees	Grant Funds	% From Fees	Commencement Year
Rockaway Beach Parking Structure	\$10,155,000	\$10,155,000	\$0	100%	2030



PARK FACILITIES IMPACT FEE

Table 16 Park Facilities Impact Fee - Fund 26
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$147,617		\$92,237	
Interest	\$0			
Total Revenues	\$147,617		\$92,237	
EXPENDITURES [1]				
		% From Fees		% From Fees
Playground Equipment Improvement Project (transfer to Roy Davies Trust) [2]	\$0	0%	\$300,000	100%
Park Project FY21-22	\$15,899	100%	\$0	0%
Total Expenditures	\$15,899		\$300,000	
REVENUES OVER (UNDER)				
EXPENDITURES	\$131,718		(\$207,763)	
Fund Balance, Beginning of the Year	\$65,925		\$197,643	
Fund Balance, End of Year	\$197,643		(\$10,120)	

[1] For the 2022-2023 fiscal year the City did not provide any loans or refunds from funds that utilize development fees.

[2] City Council adopted a Resolution on 12/9/19 identifying the Playground Equipment Improvement Project for the unexpended fees. Transfer to Roy Davies Trust fund to fund the Playground Equipment Improvement Project.

Proposed Future Projects	Total Cost	Impact Fees	Roy Davies Funds	% From Fees	Commencement Year
Playground Equipment Improvement (formerly Parks & Recreation Projects) [2]	\$2,430,000	\$300,000	\$2,130,000	12%	On-going



SEWER CONNECTION CHARGES

Table 17 Sewer Connection Charges - Fund 34
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$36,246		\$63,282	
Interest	\$0		\$0	
Total Revenues	\$36,246		\$63,282	
EXPENDITURES [1] [3]				
		% From Fees		% From Fees
Pump Replacements	\$1,966	5%	\$0	0%
Scada & PLC System	\$293	5%	\$0	0%
Ultraviolet Disinfection	\$2,339	5%	\$0	0%
WWTP Rate Study	\$2,139	5%	\$0	0%
Linda Mar Pump Station	\$43,406	10%	\$0	0%
Collection System	\$52,638	10%	\$0	0%
Rockaway Pump Station	\$8,965	10%	\$0	0%
Sewer System Master Plan	\$1,593	5%	\$0	0%
Sharp Park Pump Station	\$11,181	10%	\$0	0%
Equalization Basin Project	\$947	10%	\$0	0%
Repair and Rehabilitation	\$19,277	10%	\$0	0%
CCWRP Storage & Office	\$68	5%	\$0	0%
CCWRP Projects	\$1,286	5%	\$0	0%
CCWRP Photovoltaics Improvement	\$11,682	5%	\$0	0%
CCWRP Repair & Replace	\$3,580	5%	\$0	0%
Anza Pump Station Repair	\$83,961	10%	\$0	0%
Total Expenditures	\$245,321		\$0	
REVENUES OVER (UNDER) EXPENDITURES	(\$209,075)		\$63,282	[2]
Fund Balance, Beginning of the Year	(\$360,244)		(\$569,319)	
Fund Balance, End of Year	(\$569,319)		(\$506,037)	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers or refunds from funds that utilize development fees.

[2] The \$63,282 balance was used to repay the loan to complete the Collection System project. Of all loan payments this FY, 100% was from this impact fee. The loan will be repaid by 2024 and with 0% interest rate on the loan.

[3] Sewer Connection Fees did not fund wholly or in part any completed projects this past FY.

Proposed Future Projects	Total Cost	Impact Fees	Grant Funds	% From Fees	Commencement Year
None					



STREET IMPROVEMENT FEE

Table 18 Street Improvement Fund - Utility Pavement Cut Fee
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$0		\$155,470	
Interest	\$0		\$4,375	
Total Revenues	\$0		\$159,845	
EXPENDITURES [1]				
Capital Improvements	\$0	% From Fees 0%	\$0	% From Fees 0%
Total Expenditures	\$0		\$0	
REVENUES OVER (UNDER) EXPENDITURES				
	\$0		\$159,845	
Fund Balance, Beginning of the Year	\$0		\$0	
Fund Balance, End of Year	\$0		\$159,845	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

Proposed Future Projects	Total Cost	Impact Fees	Gas Tax & Measure W	% From Fees	Commencement Year
FY 2024-25 Pavement Resurfacing Project	\$2,200,000	\$200,000	\$2,000,000	9%	2024



STREET IMPROVEMENT FEE

Table 19 Street Improvement Fund - Construction Vehicle Impact Fee
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$0		\$20,449	
Interest	\$0		\$575	
Total Revenues	\$0		\$21,024	
EXPENDITURES [1]				
Capital Improvements	\$0	% From Fees 0%	\$0	% From Fees 0%
Total Expenditures	\$0		\$0	
REVENUES OVER (UNDER) EXPENDITURES				
	\$0		\$21,024	
Fund Balance, Beginning of the Year	\$0		\$0	
Fund Balance, End of Year	\$0		\$21,024	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

Proposed Future Projects	Total Cost	Impact Fees	Gas Tax & Measure W	% From Fees	Commencement Year
FY 2025-26 Pavement Resurfacing Project	\$2,000,000	\$100,000	\$1,900,000	5%	2025



HOUSING IN-LIEU FEE

Table 20 Housing In-Lieu Fee
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$0		\$0	
Interest	\$0		\$0	
Total Revenues	\$0		\$0	
EXPENDITURES [1]				
Capital Improvements	\$0	% From Fees 0%	\$0	% From Fees 0%
Total Expenditures	\$0		\$0	
REVENUES OVER (UNDER) EXPENDITURES				
	\$0		\$0	
Fund Balance, Beginning of the Year	\$0		\$0	
Fund Balance, End of Year	\$0		\$0	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

Proposed Future Projects	Total Cost	Impact Fees	Gas Tax & Measure W	% From Fees	Commencement Year
None					



TREE IN-LIEU FEE

Table 21 Tree In-Lieu Fee
Statement of Revenues, Expenditures and Changes in Fund Balance
Ending June 30, 2023

Description	FY 2021/22		FY 2022/23	
REVENUES				
Fees	\$0		\$0	
Interest	\$0		\$0	
Total Revenues	\$0		\$0	
EXPENDITURES [1]				
		% From Fees		% From Fees
Capital Improvements	\$0	0%	\$0	0%
Total Expenditures	\$0		\$0	
REVENUES OVER (UNDER) EXPENDITURES				
	\$0		\$0	
Fund Balance, Beginning of the Year	\$0		\$0	
Fund Balance, End of Year	\$0		\$0	

[1] For the 2022-2023 fiscal year the City did not provide any interfund transfers, loans or refunds from funds that utilize development fees.

Proposed Future Projects	Total Cost	Impact Fees	Gas Tax & Measure W	% From Fees	Commencement Year
None					

