TOWN OF WINDSOR
Master Fee Schedule, 2024-25 **Updated: 7/1/2024**

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Service/Activity Category & Description	Fee
Downtown Signs	
Annual Sign Maintenance	$45.00 per business
Initial Set-Up	$85.00 per business
Business License	
New License	$67.00 per business
Renewal	$22.00 per year, per business
Mandatory State CASp Fee (SB1186)	$4.00 Additional fee per license (new and renewal)
Tobacco Retail License Service Fee	$505.00
Media Duplication	
CD Duplication	$79.00 per request
plus: Every Disc after First	$8.00 per disc
VHS Tape Duplication	$110.00 per request
plus: Each Tape	$24.00 per tape
DVD Duplication	$79.00 per request
plus: Every Two Hours of Content	$8.00 per two-hour length of content
Photocopy	$0.40 per page
USB Flash Drive	$8.00 per device
Map Sales	$16.00 per map
Returned Item Fee	
First Incident	$25.00 per returned item
Subsequent Incidents	$35.00 per returned item
Stop Payment Request	$62.00 per request
Credit/Debit Card, EFT Payment Service Fee	Actual amount charged by processor
Late Fees (Mics. AR, except utility bills)	$12.00 per request occurrence

Cost Recovery for Professional Consulting Services, Including Town Attorney Services

For any activity requiring professional consulting services, including Town Attorney services, the applicant shall reimburse the Town for actual costs incurred to employ professional consulting services. The Department Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting services.

General Services

For services requested of Town staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Town Manager's Office	$102.00 per hour
Administrative Services Department	$102.00 per hour

Service/Activity Category & Description	Fee
False Alarm Response	
First four responses	No charge
Fifth and sixth responses	$50.00 per response
Seventh and eighth responses	$75.00 per response
Ninth or more responses	$100.00 per response
Towed Vehicle Release (Impound)	$311.00 per vehicle
Solicitor Permit	$102.00 per application
Adult Oriented Business License (per Ordinance 3-21-300)	$102.00 per application

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General Services

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Police Department:	$213.00 per hour

Fines and Penalties

This Master Fee Schedule does not list fines, penalties, and other charges which are imposed by the Town for various code violations.

Service/Activity Category & Description	Fee
Annexation	$2,531.00 per application
Development Agreement	$6,252.00 per application
Environmental Review	
Categorical Exemptions	$714.00 per application
Initial Study	$2,145.00 per application
Environmental Impact Report	actual cost of consultant report, plus 12%
Lot Line Adjustment	
Standard	$1,754.00 per application
Administrative	$801.00 per application
Lot Line Merger	
Administrative	$476.00 per application
Plan Amendment	
General Plan Amendment	$6,035.00 per application
Specific Plan/Area Plan Amendment	$6,035.00 per application
Plan/Ordinance Cost Recovery	
General Plan/Zoning Maintenance Fee	$599.00 per acre
Shiloh Road Village Vision Plan Recovery Fee	$2,135.00 per acre
Site Plan & Design Review	
Pre-application Review	$394.00 per application
Administrative	$1,763.00 per application
Commercial, Industrial Level 1	$4,004.00 per application
Commercial, Industrial Level 2	$5,814.00 per application
Commercial, Industrial Level 3	$7,626.00 per application
Residential Projects Level 1	$3,356.00 per application
Residential Projects Level 2	$6,219.00 per application
Signs Only - Non-Commercial	$30.00 per application
Signs Only - Commercial	$476.00 `
Workshops, Merit Presentations, and Pre-Application Review	$1,542.00 per application
Subdivision	
Minor Subdivision/Reconfiguration	$4,694.00 per application
Major Subdivision	
Fixed Fee	$6,910.00 per application
plus: Variable Fee	$30.00 per lot
Certificate of Modification	$1,515.00 per certificate

Service/Activity Category & Description	Fee
Use Permits	
Minor Use Permit	$1,763.00 per application
Use Permit	$5,368.00 per application
Variance Permit	$952.00 per application
Zone Change/Pre-Zoning	$5,062.00 per application
Zoning Permits	
Zoning Permits that Require Posting	$596.00 per application
Zoning Permits that Do Not Require Posting	$238.00 per application
Other	
ABC Public Convenience/Necessity Letters	$358.00 per letter
Addressing Amendment	$120.00 per application
Appeals	$481.00 per appeal
Community Meeting Fee	$476.00 per meeting
Extension of Time	$1,310.00 per application
Mobile Home Rent Stabilization Administration Fee	$24.00 per space per year
Revision to File	$1,310.00 per application
Road Name Change	$952.00 per application
Home Occupation Permit	$238.00 per application
Northwest Information Center	$75.00 per application
Public Noticing	$400.00 per application
Massage Practitioner Permit	
New Permit	$231.00 per practitioner
Annual Renewal - Subsequent Years	$77.00

Cost Recovery for Professional Consulting Services, Including Town Attorney Services

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Development Review Services

For services requested of Town staff for which no fee is listed in this Master Fee Schedule, the Community Development Director shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Planning Staff:	$238.00 per hour
Engineering Staff:	$162.00 per hour
Building Inspection Staff:	$218.00 per hour

IV. Engineering

Service/Activity Category & Description	Fee
Improvement Plan Check and Inspection	
Plan Check and Inspection (up to 4 plan checks)	9.0% of engineer's estimate
Additional Plan Check (over 4 reviews)	1.4% of engineer's estimate
Revision to Improvement Plan During Construction	$ 325.00 per revision plus consultant services
Additional Inspection Due to Improvement Plan Revision	$ 162.00 per hour - time and materials
Special Projects and Inspections (cost recovery)	Actual consultant rate per hour
(Fees listed above do not include SWLID/SWDOC/WELO - see below)	
Map Check	
Fixed Fee	$ 5,097.00 per application
plus: Lot/Parcel Fee	$ 177.00 per lot/parcel
Encroachment Permits	
Review, Major	$ 315.00 per application
Review, Minor	$ 78.00 per application
plus: Inspection	$ 162.00 per hour
Inspection	
Town Inspector(s)	$ 162.00 per hour
and/or: Consultant	Actual consultant rate per hour
Transportation Permits	
Daily Transportation Permit	$ 16.00 per application per day
Annual Transportation Permit	$ 90.00 per application per year
Public Right of Way/Easement Abandonment	
Consultant Report	Actual consultant rate per hour
plus: Administration	$ 162.00 per application
Reapportionment	
Consultant Report	Actual consultant rate per hour
plus: Administration	$ 486.00 per application
Traffic Impact Study	
Consultant Report:	Actual consultant rate per hour
Special Study	Actual consultant rate per hour
Amendment to Study	$ 2,365.00 per amendment
plus: Administration	$ 325.00 per application
Deeds	
Consultant Report	$ 788.00 per document
plus: Administration	$ 243.00 per application

Service/Activity Category & Description	Fee
Lot Line Adjustment	
Consultant Report	$ 788.00 per document
plus: Administration	$ 243.00 per application
Lot Merger	
Administration	$ 243.00 per application
Certificate of Correction	
Consultant Report	$ 394.00 per document
plus: Administration	$ 162.00 per application
Certification of Compliance	$ 624.00 per application
Appraisal Services	
Consultant Services	Actual consultant rate per hour
plus: Administration	$ 325.00 per request
Development Impact Fee Refund (Project Withdrawn)	
Residential	$ 325.00 per request
Non-Residential	$ 648.00 per request
Senate Bill 9 - Lot Split Application	
Consultant Services	Actual consultant rate per hour
Engineering Services	$ 624.00 per request
Special Printing	
Base Maps	$ 24.00 per page
Large Document Copy	$ 16.00 per page
Special Studies	
Storm Water Low Impact Development (SWLID)	$ 325.00 per application plus actual consultant rate
Declaration of Covenants for Storm Water Facilities (SWDOC)	$ 325.00 per application plus actual consultant rate
Water Efficient Landscape Ordinance (WELO)	$ 325.00 per application plus actual consultant rate
Consultant Services	
Consultant Report	$ 325.00 per application plus actual consultant rate
Consultant Peer Review	$ 325.00 per application plus actual consultant rate

Town Attorney Cost Recovery

For any activity requiring review by the Town Attorney, the applicant shall reimburse the Town for actual costs incurred from the Town Attorney. The Director of the Public Works Department shall determine the appropriate deposit to be submitted by the applicant for recovery of Town Attorney costs.

Cost Recovery for Professional Consulting Services

For any activity requiring professional consulting services, the applicant shall reimburse the Town for actual costs incurred to employ professional consulting services. The Public Works Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting costs.

Development Review Services

For services requested of Town staff for which no fee is listed in this Master Fee Schedule, the Department Director shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Planning Staff:	$ 238.00 per hour
Engineering Staff:	$ 162.00 per hour
Building Inspection Staff:	$ 218.00 per hour

Service/Activity Category & Description	Fee
Site Review	$76.00 per application
Access	
Accessibility Plan Check-Residential	0.204 * Building Permit Table
Accessibility Plan Check-Non Resident.	0.153 * Building Permit Table
Building	
Building Plan Check Fee	0.65 * Building Permit Table
Building Permit (Building Permit Table):	
Base Rate:	
Job Value $1-$500	$38.00
Job Value $501-$2,000	$38.00 for the first $500
Job Value $2,001-$25,000	$111.00 for the first $2,000
Job Value $25,001-$50,000	$630.00 for the first $25,000
Job Value $50,001-$100,000	$1,035.00 for the first $50,000
Job Value $100,001-$500,000	$1,598.00 for the first $100,000
Job Value $500,001-$1,000,000	$5,201.00 for the first $500,000
Job Value $1,000,001 and up	$9,021.00 for the first $1,000,000
Plus: Variable Rate:	
Job Value $1-$500	
Job Value $501-$2,000	$5.00 for each add'l $100 or fraction thereof
Job Value $2,001-$25,000	$23.00 for each add'l $1,000 or fraction thereof
Job Value $25,001-$50,000	$16.00 for each add'l $1,000 or fraction thereof
Job Value $50,001-$100,000	$11.00 for each add'l $1,000 or fraction thereof
Job Value $100,001-$500,000	$9.00 for each add'l $1,000 or fraction thereof
Job Value $500,001-$1,000,000	$8.00 for each add'l $1,000 or fraction thereof
Job Value $1,000,001 and up	$6.00 for each add'l $1,000 or fraction thereof
Plus: Green Building Standards	
Job Value $1 - $100,000	$4.00 New fractions will need to be determined
Miscellaneous Permit	$96.00
Solar Permit (Business and Residential)	$0.00 per installation
Demolition Permit	$724.00
Reinspection Fee	$218.00 `
Foundation Only	$804.00
Inspection Outside Business Hours	$326.00
Electrical	
Over 100	$120.00
Over 600 Volts/Over 1K Amperes (Ea)	$200.00
Service Panel <200 Amp	$49.00
Single/2Family Residential Buildings	$0.10
600Volts Or Less/Not Over 200 Amperes	$47.00
Pole/Platform Mounted Fixtures	$2.00

Service/Activity Category & Description	Fee	
Electrical Single Family		
Fixed Fee	$36.00	
plus: Square Footage Fee	$0.10	
Electrical Multi Family/Commercial		
Fixed Fee	$36.00	
plus: Square Footage Fee	$0.06	
Outlets & Electrical Fixtures:		
Electrical Permit Issuance	$36.00	
Fixtures And Sockets:		
600Volts Or Less/200-1K Amperes (Ea.)	$96.00	
Electrical Service Upgrade	$93.00	
Motors Generators Hp<1	$7.00	
Nonresidential Appliances	$7.00	
Motors Generators Hp>100	$115.00	
Temp Power/Pedestal Pole	$93.00	
Motors Generators 10<Hp<50	$38.00	
Signs - Exits - Branch Circuit	$38.00	
Service Panel > 1000 Amp	$193.00	
Service Panel 200 To 1000 Amp	$96.00	
Residential Appliances	$7.00	
Motors Generators 50<Hp<100	$77.00	
Issuing Of Supplemental Permit (Orig. Ok)	$11.00	
Electric Vehicle Charging Station	$0.00	per aggregated charging area
Energy		
Energy Plan Check/Inspect Non-Residential	0.102 * Building Permit Table	
Energy Plan Check/Inspection-Residential	0.153 * Building Permit Table	
Grading Fees		
Grading Plan Check Fee	0.663 * Grading Permit Table	
Grading Permit (Grading Permit Table):		
Base Rate:		
1-50 cubic yards	$38.00	
51-100 cubic yards	$60.00	
101-1,000 cubic yards	$60.00	for the first 100 cubic yards
1,001-10,000 cubic yards	$313.00	for the first 1,000 cubic yards
10,001-100,000 cubic yards	$523.00	for the first 10,000 cubic yards
100,001 cubic yards or more	$1,478.00	for the first 100,000 cubic yards
Plus: Variable Rate:		
1-50 cubic yards (cy)	$0.00	
51-100 cubic yards (cy)	$0.00	
101-1,000 cubic yards (cy)	$28.00	for each additional 100 cy or fraction thereof
1,001-10,000 cubic yards (cy)	$23.00	for each additional 1,000 cy or fraction thereof
10,001-100,000 cubic yards (cy)	$106.00	for each additional 10,000 cy or fraction thereof
100,001 cubic yards (cy) or more	$59.00	for each additional 10,000 cy or fraction thereof

Service/Activity Category & Description	Fee
Mechanical	
Resident	$17.00
Suspended/Recessed Wall/ Floor - Heater	$24.00
Supplemental Mechanical Permit	$12.00
Issuance Of Each Mechanical Permit:	
Fixed Fee	$38.00
plus: Variable Fee, Residential	$1.00 per square foot
plus: Variable Fee, Mixed Use/Commercial	$1.00 per square foot
Mechanical Unit Over 10K Cfm	$29.00
Mechanical Vents	$12.00
Furnace Replacement	$96.00
Forced-Air/Gravity Type Up to 100,000 Btu/H	$24.00
Forced-Air/Gravity Type Over 100,000 Btu/H	$29.00
Installation/Relocation Floor Furnace	$24.00
Install or Relocate Comm/Industrial Type	$23.00
Fan Connected To A Single Duct	$12.00
Install Of Hood Served By Mech Exhaust	$17.00
Install or Relocate Domestic Type Inc.	$29.00
Air Conditioner Permit	$96.00
Misc Fees	
NPDES Erosion Control Plan Review	0.204 * Building Permit Table
Additional Plan Review Required By Changes	
Fixed Fee	$24.00
or: Unit Fee	$48.00
(Mech) Additional Plan Review Required By Changes	
Fixed Fee	$40.00
or: Unit Fee	$80.00
Plumbing Fees	
2 > Inch Diameter Backflow	$40.00
Sewer Laterals	$40.00
2 < Inch Diameter Backflow	$20.00
Issuance Of Each Plumbing Permit:	
Fixed Fee	$38.00 per permit
plus: Variable Fee, Residential	$1.00 per square foot
plus: Variable Fee, Mixed Use/Commercial	$1.00 per square foot
Water Heater	$20.00
Water Heater	$96.00
Water Piping	$8.00
Traps And Drains	$16.00
Medical Gas Piping Sys Serving 1-5 In/Out	$80.00

Service/Activity Category & Description	Fee
Lawn Sprinklers Systems	$24.00
Supplemental Plumbing Permit	$12.00
For Each Gray water System	$64.00
Gas Outlets	$10.00
Pools	
Pool	$631.00
Pool Electrical System	
Fixed Fee	$38.00
plus: Unit Fee	$80.00
Pool Plumbing Gas Outlets:	
Public Spa	$98.00
Private Spa	$49.00
Other	
Expired Permit Renewal	80% of Building Permit Table
Temporary Certificate of Occupancy	$325.00 per application
Point of Sale - Code Disclosure Inspection	$325.00 per application
One Year Building Permit Extension	$217.00 per application
SB 1473 California Building Standards Commission Fee	
$1 - $25,000 permit valuation	$1.00 per application
$25,001 - $50,000 permit valuation	$2.00 per application
$50,001 - $75,000 permit valuation	$3.00 per application
$75,001 - $100,000 permit valuation	$4.00 per application
Every $25,000 or fraction thereof above $100,000	$1.00 per application

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Engineering Staff:	$162.00 per hour
Building Inspection Staff:	$218.00 per hour

Service/Activity Category & Description	Fee
Leak Test	
First Call	$0.00 per call
Subsequent Calls with No Leak Found	$136.00 per hour
After Hours	$177.00 per hour
Inaccessible Meter - Surface Obstruction	
First Occurrence	Notified in writing
Subsequent Attempt, Notified in Writing	$55.00 per occurrence for removal
Inaccessible Meter - Meter Environmental Obstruction	
First Occurrence	Notified in writing
Second Occurrence	$55.00 per occurrence
Subsequent Occurrences	$55.00 per occurrence
Meter Service Size Change	$136.00 per request plus permit fee plus cost of meter
Late Charge (30 Days Past Billing Date)	$11.00 per occurrence
Same Day Water Utility Start Service	
Business Hours: M-Th, 7:00 am to 5:00 pm	$55.00 per request
After Hours: Fridays, Closures, Holidays & Weekends	$177.00 per request
Disconnect/Reconnect Water Service	
Business Hours, 7:00 AM - 5:00 PM (M-TH)	$60.00 per occurrence plus full payment
Subsequent calls - same service location	$60.00 per occurrence
After Hours, Fridays, Closures, Holidays & Weekends	$177.00 per request
Meter Tamper Fee	
First Offense	$77.00
Second Offense	$117.00
Subsequent Offenses	$117.00
Water Efficient Landscape Ordinance	
Hydrant Pressure Testing Fee	$136.00 per hour
Landscape Inspection Fee	$305.00 per inspection
Landscape Re-inspection Fee	$102.00 per re-inspection
Unauthorized Use of Town Water	
First Occurrence	Time and materials plus citation
Subsequent Occurrences	Time and materials plus citation

Service/Activity Category & Description	Fee
Water Waste Violation	
First Violation	$0.00 per violation
Second Violation	$0.00 per violation
Third Violation	$100.00 per violation
Fourth Violation	$200.00 per violation
Fifth Violation	$500.00 per violation
Subsequent Violations	Disconnection of water service and/or penalties
Hydrant Meter Setting	$136.00 per hour
Deposit	
Utility Account	$200.00 per account
Construction Meter	$200.00 per meter
Bridge Meter	$600.00 per meter
Hydrant Meter	$1,200.00 per meter
Failure to Return Meter	$115.00 per meter plus payment in full and forfeiture of deposit
Domestic Water Meter Installation	
All Meters less than 2"	$181.00 plus actual cost of meter
All Meters greater than 2" provided and installed per Town standards by customer or applicant	$181.00 plus actual cost of meter
Recycled Water Meter Installation	$181.00 plus actual cost of meter
Recycled Water Fill Station Program	
Participants of less than 300 gallons	$0.00
Participants of more than 300 gallons	Actual rate of recycled water by customer type
Comprehensive Water Quality Test and Analysis	$181.00 per test plus actual lab cost
Inspection of Backflow Prevention Device Installation	$136.00 per inspection
Hydrant Flow Test	$270.00 per test
Sewer Lateral Connection Inspection	$136.00 per inspection
Unauthorized Disposal of Wastewater	$270.00 plus citation
Special Cases	Time and materials plus citation
Unauthorized Disposal of Toxic Waste	$270.00 plus citation
Special Cases	Time and materials plus citation
Installation and Testing of Recycled Water	$136.00 per installation
Cross-Connection Testing (Recycled Water Account)	$136.00 per hour plus time and materials

Service/Activity Category & Description	Fee
Monthly Backflow Prevention Device Service Charge	
Up to 1"	$9.00 per month, charged on utility bill
1-1/2" and Larger	$9.00 per month, charged on utility bill

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General Services

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Public Works Department:	$136.00 per hour
Administrative Services Department:	$102.00 per hour
After Hours - Public Works Department	$371.00 per hour

Service/Activity Category & Description	Fee
Town Green Use	
Application, Deposit, and Rental Fees:	
Application fee (non-refundable)	$52.00 per application
Security / Damage Deposit (refundable)	$0.00 per event
Town of Windsor Alcohol Permit	$137.00 per event
Amplified Sound Permit	$39.00 per event
Shade Tree Bosque Use	$295.00 per event
Lawn Use	$295.00 per event
Arbor and Pavilions Use	$295.00 per event
Library Parking Lot Area Use	$222.00 per event
Huerta Gym Parking Lot Area Use	$222.00 per event
Portable Toilets	Actual rate per Town's solid waste hauler
Plus Environmental Energy Fee	Actual rate per Town's solid waste hauler
Road Closure with Parking Signs/Parking Lots:	
Non-Profit Resident	$222.00 per event
Business / Private Resident	$248.00 per event
Business / Private / Non-Profit Non-Resident	$273.00 per event
Maintenance Fees:	
Event Duration:	
Up to 12 hours	$293.00 per event
12-24 hours	$538.00 per event
24-36 hours	$782.00 per event
37 to 48 hours	$1,027.00 per event
48 hours or more	$1,271.00 per event
Facility Attendant Fee	$43.00 per hour
Park Use	
Application Fee	$58.00 per application
Special Use	
Alcohol Use Permit	$153.00 `
Amplified Sound Permit	$44.00 per permit
Temporary Amenity Permit	$77.00 per permit
Concession/Vendor Permit	$77.00 per permit
Field Lining	$147.00 per field
Additional Mowing of Athletic Field	
Wilson Ranch Park (7 acres)	$268.00 per application
Keiser Park (5 baseball fields)	$268.00 per application
Individual and Group Events:	
25-50:	
Non-Profit Resident Use Permit	$139.00 per event

Service/Activity Category & Description	Fee
Indivdual and Group Events (continued):	
Business / Private Resident Use Permit	$155.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$171.00 per event
Cleaning/Damage Security Deposit (No Alcohol)	$100.00 per event
Cleaning/Damage Security Deposit (Alcohol)	$200.00 per event
51-150:	
Non-Profit Resident Use Permit	$207.00 per event
Business / Private Resident Use Permit	$230.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$252.00 per event
Cleaning/Damage Security Deposit (No Alcohol)	$100.00 per event
Cleaning/Damage Security Deposit (Alcohol)	$200.00 per event
151-250:	
Non-Profit Resident Use Permit	$459.00 per event
Business / Private Resident Use Permit	$509.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$539.00 per event
Cleaning/Damage Security Deposit	$200.00 per event
251-500:	
Non-Profit Resident Use Permit	$632.00 per event
Business / Private Resident Use Permit	$702.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$773.00 per event
Cleaning/Damage Security Deposit	$200.00 per event
501-1,000:	
Non-Profit Resident Use Permit	$904.00 per event
Business / Private Resident Use Permit	$1,004.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$1,105.00 per event
Cleaning/Damage Security Deposit	Minimum $500; determined on a case by case basis
1,001-3,000:	
Non-Profit Resident Use Permit	$1,297.00 per event
Business / Private Resident Use Permit	$1,445.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$1,591.00 per event
Cleaning/Damage Security Deposit	Minimum $500; determined on a case by case basis
3,001 & Over:	
Non-Profit Resident Use Permit	$1,986.00 per event
Business / Private Resident Use Permit	$2,212.00 per event
Business / Private / Non-Profit Non-Resident Use Permi	$2,433.00 per event
Cleaning/Damage Security Deposit	Minimum $500; determined on a case by case basis
Non-profit Youth Sports Organizations :	
Resident	$16.00 per participant per sport season
Non-Resident	$17.00 per participant per sport season
Adult Athletics	
Application Fee	$58.00 per application

Service/Activity Category & Description	Fee
Adult Athletics (continued):	
Resident	$47.00 per hour per field/court
Non-Resident	$52.00 per hour per field/court
Cleaning/Damage Security Deposit	Determined on a case by case basis
Wilson Ranch Soccer Park Field Lights	
Non-Profit Organization:	
Resident	$44.00 per event
Non-Resident	$55.00 per event
Electricity Charges	$35.00 per hour
Private:	
Resident	$50.00 per event
Non-Resident	$55.00 per event
Electricity Charges	$35.00 per hour
Business:	
Resident	$50.00 per event
Non-Resident	$55.00 per event
Electricity Charges	$35.00 per hour
Concession - Wilson Ranch Soccer Park	
Non-Profit Organization:	
Resident	$13.00 per hour
Non-Resident	$16.00 per hour
Private:	
Resident	$15.00 per hour
Non-Resident	$16.00 per hour
Business:	
Resident	$15.00 per hour
Non-Resident	$16.00 per hour
Facility Use	
Application Fee	$58.00 per application
General Deposits:	
No Alcohol Served/Sold	$300.00 per event
Alcohol Served/Sold	$500.00 per event
Non-Profit Organizations:	
No Alcohol Served/Sold	$100.00 per event
Alcohol Served/Sold	$300.00 per event

Service/Activity Category & Description	Fee
Facility Use (continued):	
Kitchen Only/Caterers:	
No Alcohol Served/Sold	$100.00 per event
Alcohol Served/Sold	N/A
Facility Rental	
Bluebird Center	
Non-Profit: Resident	$80.00 per hour
Non-Profit: Non-Resident/Private/Business	$98.00 per hour
Resident: Private/Business	$90.00 per hour
Keiser Community Park	
10x12 Storage Unit - For Local Non-profit Organizations	
Monthly Rental Rate	$97.00 per month
Annual Rental Rate	$898.00 per year
Windsor Community Center:	
Non-Profit Resident:	
Elsbree Hall	$110.00 per hour
Renee Room	$90.00 per hour
Els./Ren Rooms	$120.00 per hour
Kitchen with Facility Rental	$235.00 per event
Commercial Kitchen only	$36.00 per hour
Non-Profit Non-Resident:	
Elsbree Hall	$136.00 per hour
Renee Room	$110.00 per hour
Els./Ren Rooms	$147.00 per hour
Kitchen with Facility Rental	$289.00 per event
Commercial Kitchen only	$44.00 per hour
Private Resident:	
Elsbree Hall	$123.00 per hour
Renee Room	$101.00 per hour
Els./Ren Rooms	$134.00 per hour
Kitchen with Facility Rental	$262.00 per event
Commercial Kitchen only	$41.00 per hour
Private Non-Resident:	
Elsbree Hall	$136.00 per hour
Renee Room	$110.00 per hour
Els./Ren Rooms	$147.00 per hour
Kitchen with Facility Rental	$289.00 per event
Commercial Kitchen only	$44.00 per hour
Business Resident:	
Elsbree Hall	$123.00 per hour
Renee Room	$101.00 per hour
Els./Ren Rooms	$134.00 per hour
Kitchen with Facility Rental	$262.00 per event

Service/Activity Category & Description	Fee
Windsor Community Center (continued):	
Commercial Kitchen only	$41.00 per hour
Business Non-Resident:	
Elsbree Hall	$136.00 per hour
Renee Room	$110.00 per hour
Els./Ren Rooms	$147.00 per hour
Kitchen with Facility Rental	$289.00 per event
Commercial Kitchen only	$44.00 per hour
Huerta Gymnasium:	
Non-Profit Resident:	
Gymnasium	$120.00 per hour
Kitchen with Facility Rental	$246.00 per event
Non-Profit Non-Resident:	
Gymnasium	$147.00 per hour
Kitchen with Facility Rental	$300.00 per event
Private Resident:	
Gymnasium	$134.00 per hour
Kitchen with Facility Rental	$273.00 per event
Private Non-Resident:	
Gymnasium	$147.00 per hour
Kitchen with Facility Rental	$300.00 per event
Business Resident:	
Gymnasium	$134.00 per hour
Kitchen with Facility Rental	$273.00 per event
Business Non-Resident:	
Gymnasium	$147.00 per hour
Kitchen with Facility Rental	$300.00 per event
Windsor Senior Center:	
Non-Profit Resident:	
Large Room	$80.00 per hour
Small Room	$71.00 per hour
Kitchen with Facility	$118.00 per event
Non-Profit Non-Resident:	
Large Room	$98.00 per hour
Small Room	$87.00 per hour
Kitchen with Facility	$144.00 per event
Private Resident:	
Large Room	$90.00 per hour
Small Room	$79.00 per hour
Kitchen with Facility	$131.00 per event
Private Non-Resident:	
Large Room	$98.00 per hour
Small Room	$87.00 per hour
Kitchen with Facility	$144.00 per event

Service/Activity Category & Description	Fee
Business Resident:	
Large Room	$90.00 per hour
Small Room	$79.00 per hour
Kitchen with Facility	$131.00 per event
Business Non-Resident:	
Large Room	$98.00 per hour
Small Room	$87.00 per hour
Kitchen with Facility	$144.00 per event
Facility Rental for Event Rehearsal	$74.00 per hour
Miscellaneous and Other Fees	
Transfer Fee (for changes to date/location)	$38.00 per change
Electrical Vehicle Public Charging Station Use Fee	$1.00 Per hour
Electrical Vehicle Public Charging Station Use Fee	$2.00 Minimum charge
Electrical Vehicle Public Charging Station Use Fee	$24.00 Maximum charge per day
Custodial Staff Cleaning Fee (Non-refundable)	$111.00 per hour (4 hours with 100 people)
Second Facility Attendant	$43.00 per hour
Special Event: Vendor/Concesion	
Non-Profit Resident	$131.00 per event
Business / Private Resident	$145.00 per event
Business / Private / Non-Profit Non-Resident	$159.00 per event
Digital Banner Permit	
E-Banner	$72.00 per application
Senior Center: Outdoor Pinic Area	
Application Fee	$58.00 per application
Non-Profit Resident	$57.00 per hour
Business / Private Resident	$63.00 per hour
Business / Private / Non-Profit Non-Resident	$69.00 per hour
Council Chamber Rental:	
Application Fee	$58.00 per application
Non-Profit Resident	$71.00 per hour
Business / Private Resident	$79.00 per hour
Business / Private / Non-Profit Non-Resident	$87.00 per hour
Solid Waste Collection Services	Actual rate per Town's solid waste hauler

Service/Activity Category & Description	Fee
Use Permit	
New Minor / Major Event Application Fee	$301.00 per application
Minor Special Event Permit Fee	$1,763.00 per application
Major Special Event Permit Fee	$5,368.00 per application

Cost Recovery for Professional Consulting Services, Including Town Attorney Services

For any activity requiring professional consulting services, including Town Attorney services, the applicant shall reimburse the Town for actual costs incurred to employ professional consulting services. The Department Director shall determine the appropriate deposit to be submitted by the applicant for recovery of professional consulting services.

General Services

For services requested of Town staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:

Parks and Recreation Department:	$74.00 per hour

Service/Activity Category & Description	Fee
All Recreation Programs Fees imposed for recreational programs provided by the Town shall be set at the discretion of the Parks & Recreation Director, not to exceed the cost of the individual programs.	
General Services For services requested of Town staff for which no fee is listed in this Master Fee Schedule, the Director of the department whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:	
Parks and Recreation Department:	$74.00 per hour

Service/Activity Category & Description	Fee
General Services	
For services requested of Town staff for which no fee is listed in this Master Fee Schedule, the Director or Directors of the department or departments whose services are requested shall determine the appropriate fee, based on the following hourly rates for staff time involved in the service or activity:	
Town Manager's Office:	$102.00 per hour
Administrative Services Department:	$102.00 per hour
Police Department:	$213.00 per hour
Community Development Department:	$118.00 per hour
Public Works Department:	$136.00 per hour
Parks & Recreation Department:	$74.00 per hour