

User Fee Determination Item 3 Attachment B
Cost Analysis Worksheet

User Fee Description	Fund	Account	Agency / Department	Date
Tier 1 Wireless Telecommunication Facility Permit			Planning	29-Apr-21

Description of Service, Demand, Subsidy and Other Comments:

The cost to review a Tier 1 Wireless Telecommunication Facility Permit is similar to the cost to review a Wireless Facility Minor Modification Permit, which requires the same level of detailed review, coordination with other departments (Public Works and Building and Safety) and external agencies such as the LA County Fire Department and Las Virgenes Municipal Water District. Furthermore, each project requires an on-site field visit to identify potential environmental impacts. A credit is provided due to less processing time because a Tier 1 Wireless Telecommunication Facility Permit does not require a public hearing. The recommended fee below uses the base fee for a Wireless Facility Minor Modification Permit less the hours it takes to prepare for and attend a public hearing.

Personnel Costs

Position	Rates*					Hours by Position per Unit	Total Labor Cost per Unit of Service
	Straight Time Labor	Fringe Benefits	Labor and Fringe Costs	Agency / Dept. Overhead	Total Burdened Labor Cost / Hr		
Community Development Department							
Community Development Director	\$ 103.15	42.53%	\$147.02	0.00%	\$147.02		\$0.00
City Planner	\$ 65.92	42.53%	\$93.96	0.00%	\$93.96		\$0.00
Senior Planner	\$ 54.03	42.53%	\$77.01	0.00%	\$77.01	1.00	\$77.01
Associate Planner	\$ 45.16	42.53%	\$64.37	0.00%	\$64.37	0.00	\$0.00
Assistant Planner	\$ 36.00	42.53%	\$51.31	0.00%	\$51.31	2.00	\$102.62
Executive Assistant - Planning	\$ 36.00	42.53%	\$51.31	0.00%	\$51.31	0.25	\$12.83
Total Burdened Personnel Costs per Unit of Service							\$192.46

Other Departments

City Attorney	\$ 250.00	0.00%	\$250.00	0.00%	\$250.00	0.50	\$125.00
Finance Clerk	\$ 65.00	42.53%	\$32.02	0.00%	\$32.20		\$0.00
City Clerk	\$ 100.00	42.53%	\$58.73	0.00%	\$58.73		\$0.00
Total Burdened Consultant Costs per Unit of Service							\$125.00

Other Costs

Description	Cost Each	Quantity Required	Unit Cost
Wireless Facility Minor Modification Permit	\$2,185	1	\$2,185.00
Total Other Costs per Unit of Service			\$2,185.00

Total Service Direct Costs \$1,867.54

Recommended Fee **\$1,867.54**