

Fees and Charges Web Application Instructions

The screenshot shows the 'Fees and Charges Application' interface. The main table, labeled '1', lists various fees and charges. A search bar, labeled 'a', is located at the top left. A sidebar on the right, labeled '2', displays details for a selected record (Fee ID 5700). A button at the bottom of the sidebar, labeled '3', is used to show or hide attachments for the selected record.

Category	Fee Name	Description (Sh...	Fee Amount	Department
General Plan	Housing Impact Fee	The Housing Impact Fee a...	See Calculation Note.	Community Development
General Plan	Housing Trust Fund	The Housing Trust Fund Fe...	See Calculation Note	Community Development
Planning Application Fee	Planning Staff Hourly Rate	Planning Staff Hourly Rate	\$168	Community Development
Building Permit Fees	Central City Impact Fee	Charged on all new constr...	See Calculation Note.	Community Development
Building Permit Fees	Green Building Fee	The Green Building Fee is ...	see attached	Community Development
Building Permit Fees	SCIP Admin Fee	The SCIP Admin Fee is use...	\$5,560	Community Development
Building Permit Fees	Sacramento Transportatio...	To help balance the impac...	see attached Table	Community Development
Building Permit Fees	School Impact Fees	Refer to long Description	See Calculation Note	Community Development
Building Permit Fees	Sacramento Area Flood C...	SAFCA-DIF are monies col...	See attached Table	Community Development
Building Permit Fees	Sacramento Regional Cou...	The entire City of Sacrame...	see attached	Community Development
Building Permit Fees	Streamlined Permit for Res...	This flat fee for solar syste...	0	Community Development
Building Permit Fees	Sign - Permit Fee (Building)	Charged on all Sign Permi...	See Calculation Note	Community Development
Building Permit Fees	Plan Review Fee - Building...	The Plan Review Fee is ch...	See Calculation Note	Community Development
Building Permit Fees	Habitat Conservation Fee	A Habitat Conservation PL...	See Calculation Note.	Community Development
Building Permit Fees	Building Permit Fee	This fee applies to any bui...		Community Development
Animal Care Services Info...	Administrative penalties f...	Administrative penalties f...	\$100 - \$1,000	Community Development

1. Table of Fees and Charges

This table by default shows all the fees and charges for the City of Sacramento. The columns can be sorted ascending or descending and resized by dragging the column in the header.

1.a. Search

To search for a specific fee or charge begin typing a key word into the search bar. For example, start typing in "Building" and a list will appear to select from.

The screenshot shows the search bar with the text 'Build' entered. A dropdown menu is displayed below the search bar, showing a list of search results. The first result is 'Building Permit Fee', which is highlighted. Other results include 'Building Permit Grading, Paving and On-site Review', 'Building Permit Planning Inspection - Commercial (Less than \$100,000 Valuation)', 'Building Permit Planning Inspection - Commercial (Less than \$3M Valuation)', 'Building Permit Planning Inspection - Commercial (Over \$3M Valuation)', 'Building Permit Planning Inspection - Residential (Single Unit and Duplex Dwelling)', 'Building Permit Planning Review - Sign', 'Plan Review Fee - Building Division', 'Building, Field, Inspection, Administrative, cost, permit, program', and 'Inspection Building Permit Residential'.

1.b. Show Selection

When you've selected a record in the table, click this button to only show the selection. If no records are selected it is grayed out.

1.c. Clear Selection

This button deselects the current selection in the table. If no records are selected it is grayed out.

1.d. Refresh

Refreshes the table data.

1.e. Show/hide Columns

You can add or remove visible columns in the table by clicking this button and checking or unchecking the column name. This can help make the width of the table smaller if you only need to see specific fields.

1.f. Actions

This gives you the option to export the table to a CSV or JSON file. If there are records selected you will have the option to export only the selected records. This will download the file to your default browser downloads location.

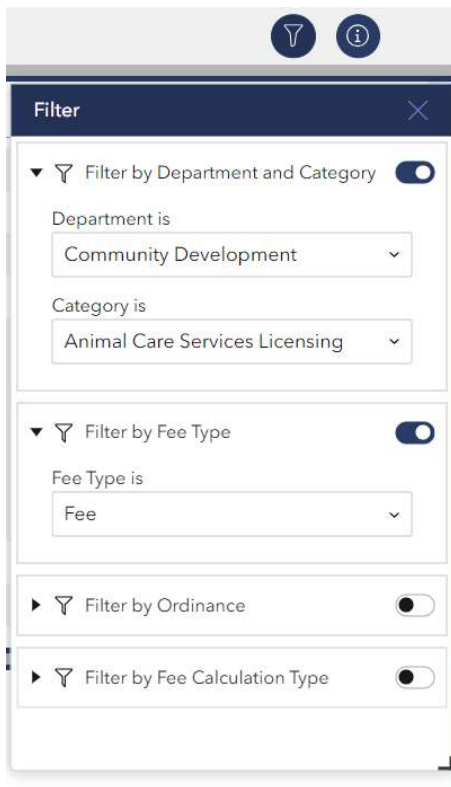
2. Feature Information

This section of the application displays additional information about the selected feature in the table. You can scan through the records by clicking the arrows at the top of the box.

3. Attachments

If the selected record has any attachments that provide additional information, they will appear in this section. Once the file is clicked, it will appear in a new browser tab. From there you can print or download the file.

4. Filter



The filter tool gives you powerful options to filter the table by specific fields. The options are:

- Filter by Department and Category
- Filter by Fee Type
- Filter by Ordinance
- Filter by Fee Calculation Type

To enable a filter, click the switch button in the top right corner of the desired filter.

Next select from the drop down the specific information you would like to see.

For example, you can filter by Community Development Department, then by Animal Care Services Licensing to see all fees related to this category. You can then enable the filter for Filter by Fee Type, and filter for only Fees. This narrows down the results in the table to for you to easily find what you are looking for.