



Tracy Unified School District

1875 W. Lowell Avenue, Tracy, CA 95376

(209) 830-3246

www.tracy.k12.ca.us

CERTIFICATE OF COMPLIANCE FOR PAYMENT OF DEVELOPER FEES

[Read this form in its entirety, including the Instructions on page 2, prior to completing form]

SECTION 1: This section to be completed by Property Owner/Developer

Project/Development Name (if applicable): _____

Project Address (required): _____ Parcel: _____ - _____ - _____ Tract #: _____ Lot #: _____

Property Owner/Developer Name: _____ Phone #: _____

Mailing Address: _____ Email: _____

DEVELOPMENT CATEGORY: (Check one) ☐ Residential ☐ Commercial/Industrial

TYPE OF CONSTRUCTION: (Check one) ☐ New Construction/ADUs ☐ Tear-Down/Rebuild ☐ Addition/Remodel/Expansion

I am fully aware of my responsibilities to coordinate the processing of this form and to contact Tracy Unified School District ("TUSD") to find out about the basis for school impact fees and fee increases or changes. I understand that payment of such fees shall be by **Certified or Cashier's Check** made payable to **TRACY UNIFIED SCHOOL DISTRICT**, and may only be paid in person at the TUSD District Office. Completion of this form by the City of Tracy/City of Lathrop/County of San Joaquin (as applicable), full payment of fees to TUSD, and issuance of a completed Certificate of Compliance by TUSD is required as a prerequisite to the issuance of a building permit. I further understand that issuance of a Certificate of Compliance by TUSD certifies compliance with TUSD's school impact fees and requirements only; it does NOT certify compliance with any fees or requirements imposed by the applicable elementary school district within whose boundaries the Project is located (i.e., Jefferson School District or New Jerusalem School District, if applicable). I confirm that I have read, understand, and am fully aware of the terms set forth in this form in its entirety.

Signature of Owner/Developer

Name

Date

SECTION 2: To be completed by City of Tracy/City of Lathrop/County of San Joaquin (Authorized Building Dept. Officer)

A building permit is pending for the above named Project. The City/County (circle applicable jurisdiction) Building Department has calculated the square footage of the Project, below. Payment of school impact fees to TUSD and the applicable elementary school district (if applicable) within whose boundaries the Project is located is a prerequisite to the issuance of a building permit. Pursuant to Education Code, §17620(b), the City/County shall not issue a building permit for the Project absent completed Certificates of Compliance from both TUSD and the appropriate elementary school district (if applicable).

Project # / Plan Check #: _____ **BUILDING PERMIT #:** _____

Tract #: _____ Lot #: _____ APN Parcel #(s): _____

COMMERCIAL/INDUSTRIAL*

Square Footage: _____

(If Tear-Down/Rebuild: _____ Sq. Ft. (old))

☐ Mini-Storage (check if applicable)

Other: _____

RESIDENTIAL**

☐ New Residential Construction: _____ Sq. Ft.

☐ Addition/Remodel/Expansion: _____ Sq. Ft.

☐ ADU: _____ Sq. Ft.

☐ Tear-Down/Rebuild: _____ Sq. Ft. (new) _____ Sq. Ft. (old)

(If Tear-Down/Rebuild: ☐ Voluntary OR ☐ Damage/Destruction Caused by Disaster)

Other: _____

of Units: _____

Unit Type: _____
(single or multi-family,
attached/detached, etc.)

Signature of Authorized Building Dept. Officer

Name (Print)

Title

Public Agency

Date

*Commercial/Industrial – Chargeable Covered and Enclosed Space: Square footage of the covered and enclosed space determined to be within the perimeter of a commercial or industrial structure, not including any storage areas incidental to the principal use of the construction, garage, parking structure, unenclosed walkway, or utility or disposal area.

**Residential – Assessable Space: All of the square footage within the perimeter of a residential structure, not including any carport, covered or uncovered walkway, garage, overhang, patio, enclosed patio, detached accessory structure, or similar area. Assessable space includes the square footage of enclosed walkways, such as hallways inside the perimeter of a residential structure.

CERTIFICATE OF COMPLIANCE FOR PAYMENT OF DEVELOPER FEES (Continued)

SECTION 3: This section to be completed by **Tracy Unified School District** (Authorized District Representative)

School impact fees are subject to change upon approval by the Tracy Unified School District (TUSD) Board of Education. Current rate in effect applies at the time of imposition of fees/payment. Payment of these fees to TUSD is a prerequisite to the issuance of a building permit.

Boundaries (check one): ☐ Only Tracy Unified School District ☐ TUSD + Feeder School: _____
(If checked, issuance of this Certificate of Compliance does NOT certify compliance with applicable feeder school requirements)

FEE COMPUTATION (based on square footage certified by the City/County [see previous page]):

Commercial/Industrial

Square Footage: _____ X \$ _____ = _____
(# of square feet) (rate per sf) (commercial/industrial developer fees due)

Residential

Square Footage: _____ X \$ _____ = _____
(# of square feet) (rate per sf) (residential developer fees due)

Other: _____

TOTAL: \$ _____

☐ Exempt (If exempt, check box & state reason): _____

☐ Voluntary Mitigation Agreement Entered in Lieu of Payment of Developer Fees (check box if applicable)

Date Entered: _____ Contract #: _____ Mitigation Fee: _____

Total Amount Paid \$ _____ **Date of Payment:** _____ **Check #:** _____

Receipt #: _____ **CERTIFICATE OF COMPLIANCE #:** _____

Signature of Authorized District Representative _____

_____ Name

_____ Title

_____ Date of Issuance

PURSUANT TO GOVERNMENT CODE SECTION 66020(d), OWNER/DEVELOPER HAS A PERIOD OF **90 DAYS** FROM THE DATE OF ISSUANCE OF THIS CERTIFICATE TO PROTEST THE IMPOSITION OF THESE FEES. FOR PROTESTS OF COMMERCIAL/INDUSTRIAL FEES, OWNER/DEVELOPER MUST REQUEST A HEARING WITHIN **10-DAYS** OF IMPOSITION OF THE FEES. PLEASE IMMEDIATELY CONTACT TUSD FOR A COPY OF TUSD'S COMMERCIAL/INDUSTRIAL FEE PROTEST PROCESS UNDER EDUCATION CODE SECTION 17621(e)(2).

INSTRUCTIONS: Owner/Developer ("Owner") must follow the instructions below for prompt processing:

- Upon completion of Section 1, Owner must submit this form to the City or County building department (applicable jurisdiction) for calculation and certification of Project square footage using Section 2 of this form. Completion of Sections 1 (by Owner) and Section 2 (by City/County) is required prior to Owner submittal of this form to TUSD.
- Fees must be paid in person** at TUSD's Facilities Department Office (1875 W. Lowell Avenue, Tracy) **By Appointment Only** Please call (209) 830-3246 or email DECFacilitiesStaff@tUSD.net to schedule an appointment with TUSD to process and pay developer fees.
- Owner must bring the following to the appointment: (i) fully completed original Certificate of Compliance form, with all of the above blank portions completed by the Owner (Section 1) and City/County (Section 2) with authorized original signatures (in ink); (ii) Owner's current Driver's License, passport, or government issued I.D.; (iii) a copy of the applicable plot plan, site plan, floor plan and/or master plan for the project showing and identifying the total area of the building(s) to be constructed; and (iv) full payment of fees, by Certified or Cashier's Check, **made payable to Tracy Unified School District**.
- Issuance of a Certificate of Compliance by TUSD is a precondition to issuance of a building permit for the Project.
- Upon payment and clearance of fees, TUSD will issue a Certificate of Compliance and receipt for the amount paid. Issuance of a Certificate of Compliance by TUSD certifies compliance with TUSD's school impact fee requirements only; it does NOT certify payment of or compliance with any fees or requirements imposed by the applicable elementary school district within whose boundaries the Project is located (if applicable).
- If subsequent modifications to the Project result in a change in project type or an increase in square footage, or if the Certificate of Compliance expires prior to building permit issuance, Owner must obtain an updated Certificate of Compliance from TUSD and pay any additional fees owing at the then-current rate before the building permit can be issued.
- Fee rates are subject to change at any time upon approval by TUSD's Board of Education in accordance with law. The current rate in effect at the time of imposition of fees/payment shall apply. It is the Owner's responsibility to contact TUSD to find out about current rates, the basis for fees, and fee increases or changes.
- TUSD charges a \$100 administrative fee to process any refund of fees, or amendments to or cancellation of a Certificate of Compliance formerly issued on any type of development, including, without limitation, amendments due to down-sizing, project cancellation, or expired building permit. A returned check due to "insufficient funds" is subject to a \$35 returned check fee in addition to the \$100 administrative fee for reprocessing.

CERTIFICATE OF COMPLIANCE IS VALID FOR 30 DAYS FROM THE DATE OF ISSUANCE