



Office of the City Manager

PUBLIC HEARING
June 17, 2025

To: Honorable Mayor and Members of the City Council
 From: Paul Buddenhagen, City Manager
 Submitted By: Jennifer Louis, Chief of Police
 Subject: New Fee Schedule for Carry Concealed Weapon Permits

RECOMMENDATION

Conduct a public hearing and upon conclusion, adopt a Resolution establishing a new fee schedule (effective July 1, 2025) to support application processing, background investigations, and license issuance for Carry Concealed Weapon Permits.

SUMMARY

The proposed Resolution includes the introduction of new fees to offset costs associated with issuing Carry Concealed Weapons (CCW) licenses. Under state law, CCW licenses are issued by the County Sheriff or local Chief of Police. (CA Penal Code § 26150).

In June of 2022, the United States Supreme Court ruled in *New York State Rifle & Pistol Association Inc. v. Bruen* expanding the Second Amendment protections and constrained local discretion in denying CCW applications. California Sheriffs, including the Alameda County Sheriff, initiated efforts to transition CCW licensing responsibilities to local municipal police chiefs in accordance with state law. As a result, individuals seeking a CCW license will need to apply through the law enforcement agency with jurisdiction over where they live.

To comply with Penal Code § 26150-26235, the Berkeley Police Department is implementing a formal process to receive and evaluate CCW applications. The process requires fingerprinting, comprehensive background checks to confirm legal eligibility, mandatory 16-hour firearms training and qualification, reference checks and allows for psychological screening. While the psychological screening is optional and not mandated by law, the Department intends to require this step.

The proposed fee schedule is designed to offset the costs of administering the program, including staff time, fingerprinting services, software systems, and equipment used to process and vet applications.

FISCAL IMPACTS OF RECOMMENDATION

Adopting the proposed fee schedule would enable the city to recover the reasonable and

necessary costs of implementing and managing the CCW licensing process. Under Penal

Code § 26190, local jurisdictions are permitted to establish fees but are statutorily limited to recovering actual administrative costs. No portion of the fee may exceed the cost reasonably incurred by the licensing authority. The proposed fee schedule is designed to recover the costs associated with the application process, including fees paid to the California Department of Justice, estimated staff time necessary to meet with applicants and process their applications, as well as the cost of software subscriptions used to facilitate the licensing process.

Any additional costs beyond these fees will be covered in the Police Department’s existing General Fund budget. Additionally, there will be a loss of staff time associated with processing the applications. While any significant long-term fiscal impacts are unknown until the Department begins managing this mandated process, current projections indicate that any additional costs will be negligible.

CURRENT SITUATION AND ITS EFFECTS

The Police Department has already begun receiving inquiries and applications for CCW licenses but does not currently have an established structure to process applications, or the ability to collect reasonable fees. Fortunately, the Alameda County Sheriff has agreed to process these applications for a limited period of time as the Police Department implements a formal process. Therefore, the Police Department seeks Council approval to implement the proposed fee schedule and intends to finalize implementation and begin processing the applications July 1, 2025, in accordance with state law.

Many other cities in Alameda County have established these fees which are displayed below for comparative purposes.

Concealed Carry Weapon Permit Fees - Standard 2 Year (Residents)				
City/Agency	Initial Application Fee	Issuance Fee	Renewal Fee	Duplicate
Alameda County Sheriff (Oakland and Dublin)	\$95.0	\$100.0	\$77.00	\$10.00
Albany	\$250.0	\$200.0	\$165.00	\$20.00
Emeryville	\$250.0	\$330.0	\$250.00	\$50.00
Fremont	\$249.5	\$249.5	\$200.00	\$50.00
Hayward	\$83.5	\$83.5	\$77.00	\$10.00
Livermore	\$93.0	\$387.0	\$94.00	\$47.00
Newark	\$200.0	\$200.0	\$150.00	\$50.00
Piedmont	\$200.0	\$200.0	\$152.00	\$30.00
Pleasanton	\$200.0	\$300.0	\$100.00	\$25.00
San Leandro	\$165.5	\$165.5	\$383.00	\$15.00
Union City	\$150.0	\$150.0	\$77.00	\$10.00
Berkeley Proposed	\$255.0	\$325.0	\$225.00	\$55.00

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Jennifer Louis, Chief of Police (510) 981-5700

Attachments:

- 1: Resolution
- 2: Exhibit A: Proposed Police Department Carry Concealed Weapons Fee Schedule
- 3: Public Hearing Notice

RESOLUTION NO. ###-N.S.

FEES: SERVICES PROVIDED BY THE POLICE DEPARTMENT

WHEREAS, the Alameda County Sheriff will no longer process Carry Concealed Weapons (CCW) applications for the City of Berkeley; and

WHEREAS, pursuant to California Penal Code Sections 26150-26235, the Berkeley Police Department is legally required to accept and process CCW license applications for residents within its jurisdiction; and

WHEREAS, the Berkeley Police Department shall conduct comprehensive background investigations of CCW applicants in accordance with state law; including but not limited to fingerprinting, psychological screening, firearms training verification, reference checks; and

WHEREAS, the administration of the CCW licensing process will result in costs to the City, including; staff time, equipment costs; software systems, and payments to state fees and other costs related to properly vetting of Carry Concealed Weapons license applicants; and

WHEREAS, no prior fee schedule has been established to recover reasonable costs incurred by the Berkeley Police Department in administrating the CCW licensing process; and

WHEREAS, in accordance with California Penal Code Section 26190, local agencies may charge fees to offset the actual and reasonable costs associated with processing CCW applications; and

WHEREAS, the City Council of the City of Berkeley held a public hearing on June 17, 2025 to consider the proposed fee schedule attached hereto as Exhibit A and incorporated herein by reference.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the fee schedule for Carry Concealed Weapons licensing services, as set forth in Exhibit A, is hereby adopted and shall become effective July 1, 2025.

Exhibits:

Exhibit A: Proposed Police Department Carry Concealed Weapons Fee Schedule

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Carry Concealed Weapons License Processing Fees:			
Type of License:	Standard	Judicial	Reserve
	(Berkeley Residents)	(Judges & Magistrates)	(Reserve Officers)
Valid for:	2 years	3 years	4 years
Initial Fee Paid on submission of the application	\$255	\$255	\$255
Issuance Fee Paid on approval of the application	\$325	\$325	\$325
Renewal Fee Paid to renew an existing license	\$225	\$225	\$225
Duplicate / Modification Fee	\$55	\$55	\$55
Additional Fees will apply: (Not collected by the City of Berkeley)			
Livescan Fingerprinting + Rolling Fee	Varies	(Paid to Vendor)	
Required Training/ Safety Class & Range Qualification	Varies	(Paid to Vendor)	
Psych Evaluation	Varies	(Paid to Provider)	

**NOTICE OF PUBLIC HEARING
BERKELEY CITY COUNCIL**

Proposed Police Department Carry Concealed Weapons Fee Schedule

The public may participate in this hearing by remote video or in-person.

Notice is hereby given by the City Council of the City of Berkeley that a public hearing will be conducted by said city council of the City of Berkeley at which time and place all persons may attend and be heard upon the following:

The Berkeley Police Department is proposing a new set of fees to recover the reasonable and necessary costs of implementing and managing the Carry Concealed Weapon licensing process.

Proposed Fees

Carry Concealed Weapons License Processing Fees:			
Type of License:	Standard	Judicial	Reserve
	(Berkeley Residents)	(Judges & Magistrates)	(Reserve Officers)
Valid for:	2 years	3 years	4 years
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Issuance Fee Paid on approval of the application	\$325	\$325	\$325
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Additional Fees will apply:

(Not collected by the City of Berkeley)

Livescan Fingerprinting + Rolling Fee	Varies	(Paid to Vendor)
Required Training/ Safety Class & Range Qualification	Varies	(Paid to Vendor)
Psych Evaluation	Varies	(Paid to Provider)

The hearing will be held on, June 17, 2025 at 6:00 p.m.in the School District Board Room, located at 1231 Addison Street, Berkeley CA 94702.

For further information, please contact Chief Jennifer Louis at (510) 981-5700.

A copy of the agenda material for this hearing will be available on the City’s website at <https://berkeleyca.gov/> as of June 5, 2025. **Once posted, the agenda for this meeting will include a link for public participation using Zoom video technology, as well as any health and safety requirements for in-person attendance.**

Written comments should be mailed or delivered directly to the City Clerk, 2180 Milvia Street, Berkeley, CA 94704, or e-mailed to council@berkeleyca.gov in order to ensure delivery to all Councilmembers and inclusion in the agenda packet.

Communications to the Berkeley City Council are public record and will become part of the City’s electronic records, which are accessible through the City’s website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the City Council, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the City Clerk. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the City Clerk at (510) 981-6900 or clerk@berkeleyca.gov for further information.

If you challenge the above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Berkeley at, or prior to, the public hearing. Background information concerning this proposal will be available at the City Clerk Department and posted on the City of Berkeley webpage at least 12 days prior to the public hearing.

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I hereby certify that the Notice for this Public Hearing of the Berkeley City Council was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on June 5, 2025.

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Mark Numainville, City Clerk