

**APPROVED**  
BY THE CITY COUNCIL

**AUG 5 1999**

OFFICE OF THE  
CITY CLERK



3.2

DEPARTMENT OF  
POLICE

ARTURO VENEGAS, JR.  
CHIEF OF POLICE

July 13, 1999

Ref: 7-14

CITY OF SACRAMENTO  
CALIFORNIA

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SACRAMENTO, CA  
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City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT                    APPROVAL TO INCREASE AND ESTABLISH FEES RELATED TO  
CONCEALED WEAPONS PERMITS**

**LOCATION AND COUNCIL DISTRICT                    Citywide.**

**RECOMMENDATION**

This report recommends that City Council, by resolution, approve increasing the licencing fee for new applications for concealed weapons permit and establishing a fee for license renewals for concealed weapons permits.

**CONTACT PERSON(S)**                    Detective Joyce Thorgrimson, 264-5619  
Tina Lee-Vogt, ASO, 264-7346

**FOR THE COUNCIL MEETING OF**                    August 5, 1999

**SUMMARY**

This report provides information on the application fees for concealed weapons permits from the Sacramento Police Department. This report also requests City Council to approve increasing the licencing fee for new applications for concealed weapons permits and establishing a fee for license renewals for concealed weapons permits.

**COMMITTEE/COMMISSION ACTION**

There was none required for this report.

## BACKGROUND

In accordance with the Penal Code, the Sacramento Police Department has the authority to issue concealed weapons permits to City residents. Attachment A is the Department's Concealed Weapons Permit Issuance Policy and Application Process. As the licensing authority, the Department may charge a fee in an amount equal to the actual costs for processing the application for a new license. The City Attorney's Office determined that a processing fee as well as an application fee could be charged.

### New Applications

The Department of Justice fees for new applications for concealed weapons permits are \$73.00 for 90 Day Employment, \$90.00 for Two-year Resident, and \$107.00 for Three-year judicial. The DOJ fees are paid in addition to the City's filing and licensing fees. The current filing fee assessed by the City for new applications for a concealed weapon permit is \$3.00. The current license fee assessed by the City for new applications, including fingerprinting and criminal history check, is \$73.00. The following is the actual cost breakdown for completing the process for new applications:

Review by Deputy Chief (approx. 20 minute review time)	\$16.50
Review by three (3) Captains (approx. 20 minute review time)	\$44.50
Initial Interview by Criminal Intelligence Unit (CIU) staff/ completion of computer checks (Approx. 30 minute process time)	\$13.00
Completion of permit by CIU staff	\$7.50
Printing by Identification Unit	\$11.50
<b>Total Cost</b>	<b>\$93.00</b>

To recover the actual cost of processing new applications, staff recommends increasing the license fee to \$93.00.

### Renewal Licenses

The DOJ fees for license renewals for concealed weapons are \$25.00 for 90 Day Employment, \$42.00 for Two-year Resident, and \$59.00 for Three-year judicial. The DOJ fees are paid in addition to the City's filing fee of \$3.00. Penal Code Section 12054 allows the licensing authority to charge an additional fee, not to exceed \$25.00, for processing the application for a license renewal. The

City currently does not assess any fees for license renewals. To recover costs, staff recommends establishing a license renewal fee of \$25.00.

### FINANCIAL CONSIDERATIONS

Staff recommends increasing the current licensing fees for concealed weapons permits to recover costs for completing new application process from \$73.00 to \$93.00. Additionally, staff recommends establishing a new renewal licensing fee of \$25.00 to recover costs for processing renewed conceal weapons permits.

### ENVIRONMENTAL CONSIDERATIONS

This report does not constitute a "project" and is therefore exempt from the California Environmental Quality Act according to CEQA Guidelines, Section 15061(b)(1) and 15378(b)(3).


### POLICY CONSIDERATIONS

The recommendation to increase and establish fees related to concealed weapon permits is consistent with the Penal Code 12054. Additionally, these recommendations are consistent with the City Council policy to recover costs when appropriate.

### ESBD CONSIDERATIONS

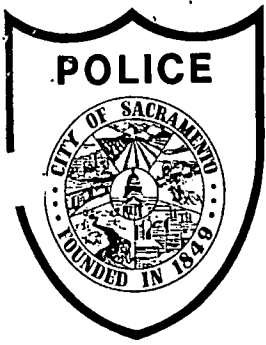
Not applicable.

Respectfully submitted,

  
ARTURO VENEGAS, JR.  
CHIEF OF POLICE

RECOMMENDATION APPROVED:

  
ROBERT P. THOMAS  
CITY MANAGER



## SACRAMENTO POLICE DEPARTMENT

### Concealed Weapons Permit Issuance Policy and Application Process

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#### Issuance Criteria For Permit Applicants:

- ◆ Applicant must be a permanent resident of the City of Sacramento for a minimum of one year. Applicant must provide two sources bearing verification of applicant's residence address: (1) utility bill statement, (2) California drivers's license. Residents of the County of Sacramento must apply to the Sacramento Sheriff's Department (Police CCW permit will not be issued).
- ◆ Applicant must be a citizen of the United States. Applicant must provide a birth certificate or naturalization papers.
- ◆ No statutory prohibitions (based on applicant's background, i.e., criminal history, drug addiction, no mental illness, etc.).
- ◆ Applicant applying for job related reasons must provide a letter from their department head endorsing the issuance of a concealed weapon permit.
- ◆ Successful completion of a 64-hour handgun training class (832 P.C.) or a 16-hour Sacramento Police Department approved training course which includes passing written and firearms proficiency tests (certificate of completion required). ***Application for a concealed weapons permit may be submitted prior to receiving the required handgun training. A list of approved handgun training courses is available upon request.***
- ◆ At the request of the Sacramento Police Department, applicants may be subject to under go psychological testing as a requirement for a concealed weapon permit. This testing will be at the expense of the applicant.
- ◆ Good cause must be shown for the issuance of a concealed weapons permit. The determination of good cause for the issuance of a concealed weapon permit is the most difficult phase in this process. This is due to the fact that each applicant believes that he/she has good cause for a gun permit. In making the determination, the Chief of Police must consider the public's safety.

**Prima Facie Good Cause:** The following are prima facie evidence of good cause for issuance of a concealed weapons permit:

Applicant is a specifically targeted victim, as documented in official criminal justice records with an accompanying recommendation of an investigating peace officer (endorsed by the department head or commander) that a concealed weapons permit be granted for reason of personal safety.

Applicant is an active or honorably separated member of the criminal justice system directly responsible for the investigation, arrest, incarceration, prosecution or imposition of sentence on criminal offenders and has received threats of harm to person or family as a result of official duties.

Applicant is a member of the immediate family of an active or honorably separated member of the criminal justice system as described above, and as a result of this familial relationship, has been the victim of criminal acts or threats as documented in official criminal justice records.

**Non-Prima Facie Good Cause:** Good cause that is not prima facie as described above may vary based upon one or more of the following:

The degree or frequency of exposure to harm.

The nature of the applicant's work and the resulting exposure to harm. (Examples include, but are not limited to, a private investigator who serves legal documents, a judge who sentences criminal defendants, probation officers, bail bondsmen and paramedics.)

Objective evidence of a history of victimization upon the applicant or member of his/her household, or his/her residence, work place, or vehicle when occupied. (Examples of objective evidence includes witness corroboration via statements.)

Objective evidence of a pattern or history of threats upon the applicant, or member of his/her household. (Examples of objective evidence includes witness corroboration via statements.)

- ◆ In making a determination as to good cause, the Police Chief will consider all available information and, where there exists a sufficient nexus between the approval of a concealed weapons permit and the avoidance of victimization, make the decision most beneficial to public good and safety. The mere fear of victimization, or desire to carry a firearm, shall be insufficient.

- ◆ In general, acts associated with the normal course of living, working, and conducting business shall not constitute sufficient cause for issuance of a concealed weapon permit. However, the totality of circumstances surrounding the applicant and the application will be considered. For example, a concealed weapons permit will not be issued solely because the applicant “handles money,” but may be issued based on the volume of money, frequency, absence of alternatives, history of victimization and related factors. Correspondingly, any issued permit may be either unrestricted or subject to specific limitations.

**Conditions After Issuance:**

- ◆ Annual renewal of CCW permit. Applicants are responsible for applying for a renewal of his/her CCW permit, one (1) month prior to the expiration of the permit.
- ◆ Annual qualification with the weapon(s) type(s) listed on the permit and safety inspection of each weapon specifically listed on the permit.
- ◆ Permit holders must complete a legal update refresher course every three (3) years from a Police Department approved training facility/instructor.
- ◆ Permit holder must report to the Sacramento Police Department within ten (10) days any arrest of the permit holder.
- ◆ No illegal drug use.

***Any violations of these conditions will result in the revocation of the concealed weapons permit.***

**Restrictions Applicable to All Sacramento Police Department Concealed Weapons Permit Holders:**

- ◆ No alcohol consumption while exercising the permit and carrying the weapon.
- ◆ No weapons where prohibited by law.
- ◆ No weapon at locations where a “no weapons” sign is posted.
- ◆ Not within 1,000 feet of any school ground (may be waived by the Chief of Police for specific grounds of the permit holder’s business or residence).

- ◆ Depending on “cause,” the Chief of Police may impose conditional use restrictions.

***Failure of the permit holder to adhere to these restrictions may result in the revocation of the concealed weapons permit.***

**New and Renewal Applications:**

- ◆ At the request of the Sacramento Police Department, applicants may be subject to undergo psychological testing as a requirement for a concealed weapon permit. This testing will be at the expense of the applicant.
- ◆ Applications will be reviewed and evaluated by a committee consisting of command level Sacramento Police Department representatives. Approved applications may take up to four (4) months or longer to process before the permit is issued.
- ◆ On completing the concealed weapons permit application, the applicant will call the Sacramento Police Department, Criminal Intelligence Unit at 264-5618 in order to schedule an appointment to turn in the application, to be fingerprinted and photographed.

**Sacramento Police Department  
900 8th Street  
Sacramento, Calif. 95814  
264-5618**

**Monday through Friday  
9:00AM - 3:00PM**

**New Application Fees:**

- ◆ \$3.00 filing fee (check or money order only) made payable to the City of Sacramento.

**Fees After Approval of New Application:**

- ◆ \$73.00 fee for fingerprinting and criminal history check (check or money order only) made payable to the City of Sacramento.

**Fees for Renewals:**

- ◆ \$3.00 renewal fee (SPD filing fee) and \$25.00 fee for DOJ criminal history check ( \$28.00 check or money order only) made payable to the City of Sacramento.
- ◆ All new and renewal applications can be obtained at the Sacramento Police Department Public Counter.

**Sacramento Police Department  
Public Counter  
900 8th Street  
Sacramento, Calif., 95814**

**Denial of Application, Appeals Process**

- ◆ All applicants will receive notice in writing regarding the approval or denial of their application. Applicants who are denied a concealed weapons permit will be advised of the reason for the denial.
- ◆ Applicants may appeal if their application for a permit is denied. All appeals must be submitted in writing to:

**Sacramento Police Department  
Attention: C.I.U., Gun Permits  
900 8th Street  
Sacramento, Calif., 95814**

- ◆ Written appeals should be specific, clearly outlining the applicant's rebuttal to the reason stated for denial. Additional information which may be pertinent to the applicant's request for a permit should also be included.

*Note: Appeals must be received by the Police Department no later than thirty (30) days from the date of the notification letter.*

- ◆ Written appeals will be reviewed by a command level representative of the Sacramento Police Department. Applicants whose appeals are placed under consideration may be invited to a personal interview prior to the final determination of the appeal. Applicants will be notified in writing (within thirty (30) days of C.I.U. receiving the appeal) regarding the outcome of their appeal. **All determinations made regarding appeals are final.**
- ◆ **Additional Information:**

For additional information or questions regarding the Sacramento Police Department's concealed weapons permit process or policy, please contact the Criminal Intelligence Unit at 264-5618.



**APPROVED**  
BY THE CITY COUNCIL

**AUG 5 1999**

OFFICE OF THE  
CITY CLERK

**RESOLUTION NO. 99-444**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON THE DATE OF \_\_\_\_\_

**A RESOLUTION AMENDING THE CITY OF SACRAMENTO  
FEE AND CHARGE REPORT TO INCREASE AND ESTABLISH FEES  
FOR CONCEALED WEAPON PERMITS**

**NOW THEREFORE BE IT RESOLVED** by the Council of the City of Sacramento that:

- 1. The City of Sacramento Fee and Charge Report is hereby amended to include the following increased fees:

Concealed Weapons Licensing Fee, New Application	\$93.00
Concealed Weapons Licensing Fee, Renewal	\$25.00

- 2. Based upon the information presented to it and upon all information in the public record, and in compliance with Public Resources Code Section 21080(b)(8), the City Council finds that these fees are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

3.2

SECTION 66018 NOTICE

NOTICE IS HEREBY GIVEN that hearings will be held by the Sacramento City Council on Tuesday, <sup>August 5</sup> ~~August 27~~, 1999 at 2:00 p.m. in the City Council Chambers, 915 I Street, Sacramento, to consider a resolution increasing the licensing fee for new applications ~~for~~ <sup>to</sup> ~~renew costs~~ ~~concealed weapon permits~~ and the establishing of a fee for license renewals for concealed weapons permits *Consistent with State law.*

*renew costs*

~~concealed weapon permits~~

*Consistent with State law.*

*New Application fee is an increase to recover costs and the established renewal fee is consistent with State Law.*

*Ding Beingheard 8/5*

*Karla  
publish on:  
July 23 +  
July 30th.*

PFP DATE: \_\_\_\_\_  
 HEARING DATE: 8-5-99 afternoon  
 FINAL COUNCIL ACTION DATE: \_\_\_\_\_

# 8897

**From:** Tina Lee-Vogt  
**To:** VBURROWES@DOM2.PO3  
**Date:** Mon, Jul 12, 1999 3:46 PM  
**Subject:** Concealed Weapons fee increase

Attached for your reference is a Section 66018 Notice regarding increasing and establishing fees related to concealed weapons permits.

If possible, I would like to schedule the item for Tuesday, July 27th. Would this need to be a public hearing or can it go on consent? Please let me know so I can advise our staff accordingly.

As always, thanks for your help. If you have any questions, please feel free to call me at 264-7346.

Tina Lee-Vogt

**CC:** VHENRY@DOM2.PO3

**From:** Tina Lee-Vogt  
**To:** VBURROWES@DOM2.PO3,  
**Date:** Tue, Jul 13, 1999 2:21 PM  
**Subject:** Re: Concealed Weapons fee increase

Dam! Well, it was worth a shot. Okay, it was a looong shot. :-)

Let's go with August 5th at 2:00 pm. This item should not be too controversial. The new application fee is an increase to recover costs and the established renewal fee is consistent with State law.

If there is anything else you need from me, please let me know. I assume that you will change the hearing notice appropriately.

As always, thanks for your help! Maybe we could do lunch some time!

Tina Lee-Vogt

<<< Valerie Burrowes 7/13 11:19a >>>  
Hi Tina:

As you can see by the notice - this is a Public Hearing and cannot go on consent. A hearing is just that - a hearing and yes it needs to be noticed. There is not sufficient time to notice for the 27th plus the 27th is a Workshop Day.

I'm surprised that staff is not asking for an evening meeting???? I thought this was controversial. However - if you want a 2pm meeting I can offer the following: August 5th or August 17th. Let me know what will work for you.

Val Burrowes  
City Clerk  
916/264-5799 [phone]  
916/264-7672 [fax]  
vburrowes@gw.sacto.org

>>> Tina Lee-Vogt 07/12 3:46 PM >>>

Attached for your reference is a Section 66018 Notice regarding increasing and establishing fees related to concealed weapons permits.

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As always, thanks for your help. If you have any questions, please feel free to call me at 264-7346.

Tina Lee-Vogt

**CITY OF SACRAMENTO  
NOTICE OF HEARING**

**NOTICE IS HEREBY GIVEN** that hearings will be held by the Sacramento City Council on Tuesday, August 5, 1999 at 2:00 p.m. in the City Council Chambers, 915 I Street, Sacramento, to consider a resolution increasing the licensing fee for new applications to recover costs and the establishing of a fee for license renewals for concealed weapons permits consistent with State law.

**SACRAMENTO CITY COUNCIL**

**BY: VALERIE A. BURROWES  
CITY CLERK**

**AD NO.: 8897  
RUN TWO TIMES: 7/23/99 and 7/30/99  
2 PUB PROOFS**