



# **USER FEE SCHEDULE**

## **PLANNING FEE SCHEDULE EXCERPT**

*Last Revised: March 20, 2024 (City Council Resolution No. 035-24)*

## PLANNING FEE SCHEDULE

SERVICE	FEES EFFECTIVE 7/3/2023	FEES EFFECTIVE 7/1/2024
Address Assignment/Change	\$430	\$475
Annexation	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Certificate of Compliance	\$430	\$450
Changes to previously approved applications	Initial \$2,500 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$500	Initial \$2,500 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$500
Consultant Services and Peer Review, such as architectural and landscape review, acoustical analysis, geotechnical analysis, historic resources, or other technical studies (see Note #6 below)		Initial deposit based on consultant scope of work + 25% administrative fee
Design Review – Administrative	\$645	\$675
Design Review – Zoning Administrator Review	Initial \$5,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$1,000	Initial \$5,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$1,000
Design Review- Planning Commission Review	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Development Agreement	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Environmental Review: California Department of Fish & Wildlife	\$1,305.25 - \$3,839.25; see Note #3 below. Fees per California Department of Fish & Wildlife.	\$1,377.25 - \$4,051.25; see Note #3 below. Fees per California Department of Fish & Wildlife.
Environmental Review: California Department of Fish & Wildlife Public Noticing	\$50; see Note #3 below	\$50; see Note #3 below

## PLANNING FEE SCHEDULE

SERVICE	FEES EFFECTIVE 7/3/2023	FEES EFFECTIVE 7/1/2024
Environmental Review and Monitoring: by Consultant	Initial deposit based on consultant scope of work + 25% administrative fee	Initial deposit based on consultant scope of work + 25% administrative fee
Environmental Review and Monitoring: by Staff	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Fee Deferral Application	-	\$225
General Plan Amendment	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Home Occupation Permit	\$110	\$115
Housing Projects Eligible for Streamlined, Ministerial Approval and Use by Right Approval		Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review for conformance with State and local law and objective standards, to be replenished when less than \$2,000
Lot Line Adjustment	\$1,505	\$1,575
Master Plan Amendment	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Notary Fee	\$15	\$15
Notice of Exemption / Notice of Determination	\$215	\$225
Noticing and Mailing Costs	\$215 initial deposit, replenished when less than \$50	\$225 initial deposit, replenished when less than \$50
Parcel Map Waiver	\$645	\$675
Performance Bond Processing	\$430	\$450
Planner time over 1 hour	\$215 per hour	\$225 per hour

## PLANNING FEE SCHEDULE

SERVICE	FEES EFFECTIVE 7/3/2023	FEES EFFECTIVE 7/1/2024
Planning Entitlement Extension (not including Subdivision Map Extension)	-	\$225
Preliminary Project Review – first submittal (non-single family) with written response	\$2,150	\$2,250
Preliminary Project Review - each subsequent submittal - (non-single family) with written response	\$215/hr.	\$225/hr.
Preliminary Project Review - first submittal (single family) with written response	\$1,075	\$1,125
Preliminary Project Review - each subsequent submittal - (single family) with written response	\$215/hr.	\$225/hr.
Property Merger	\$645	\$675
Research (cost per hour)	See Services Not Specified Fee below	See Services Not Specified Fee below
Right-of-way or easement abandonment	Initial \$2,500 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$500	Initial \$2,500 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$500
Services Not Specified/Hourly Rate for Planner	See Note #1 below	See Note #1 below
Sign Design Review: Administrative	\$215	\$225
Sign Design Review: Zoning Administrator Review	\$645	\$675
Sign Design Review: Planning Commission Review	\$1,075	\$1,125
Specific Plan Amendment	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Stormwater Quality Control Plan	\$645	\$675
Subdivision, Minor Review Tentative Map Phase (4 lots or less)	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000

## PLANNING FEE SCHEDULE

SERVICE	FEES EFFECTIVE 7/3/2023	FEES EFFECTIVE 7/1/2024
Subdivision, Major (Tract) Review Tentative Map Phase (more than 4 lots)	Initial \$15,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$3,000	Initial \$15,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$3,000
Subdivision Map Extension	Initial \$2,500 chargeable deposit for staff (at rate of \$215/hr.) and legal review to be replenished when less than \$500	Initial \$2,500 chargeable deposit for staff (at rate of \$225/hr.) and legal review to be replenished when less than \$500
Technology Fee (see Note #4 below)	\$35	\$55
Temporary Use Permit: Major		Not to exceed \$2,500 as chargeable deposit for staff (at rate of \$225/hr.) and legal review
Temporary Use Permit: Minor		\$450
Temporary Use Permit: Renewal		\$225
Tree Permit	\$215	\$225
Tree Removal Mitigation (in-lieu) Payment		\$260 / 15-gallon tree
Use Permit: Alcohol Sales	Not to exceed \$2,500 as chargeable deposit for staff (at rate of \$215/hr.) and legal review	Not to exceed \$2,500 as chargeable deposit for staff (at rate of \$225/hr.) and legal review
Use Permit: Zoning Administrator Review	Initial \$5,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$1,000	Initial \$5,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$1,000
Use Permit: Planning Commission Review	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Variance/Exception: Administrative	\$1,075	\$1,175
Variance/Exception: Zoning Administrator Review	\$2,150	\$2,250
Variance/Exception: Planning Commission Review	\$2,580	\$2700
Wireless Telecommunications Facilities Permit	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
Zoning Compliance Letter	\$430	\$450

Zoning Text and/or Map Amendment	Initial \$10,000 chargeable deposit for staff (at rate of \$215/hr.) and legal review, to be replenished when less than \$2,000	Initial \$10,000 chargeable deposit for staff (at rate of \$225/hr.) and legal review, to be replenished when less than \$2,000
----------------------------------	---	---

**Notes:**

1. At the discretion of the City Manager or Assistant City Manager, an hourly rate may be charged for any service, including those for which no fee is specifically designated.
2. Fees for consultant services, peer review, or plan check shall be at actual cost plus 25 percent for administrative oversight charge. Examples include, but are not limited to: environmental review, architectural and landscape review, acoustical analysis, geotechnical analysis, historic resources, or other technical studies.
3. Fee listed above for Environmental Review: California Department of Fish & Wildlife, is effective January 1, 2024, and represents a direct pass through of various State and County fees that includes numerous components such as: Negative Declaration; Mitigated Negative Declaration; Environmental Impact Report; Environmental Document pursuant to a Certified Regulatory Program; and County Clerk Processing Fee. This Fee does not include any City administrative costs, and is subject to change upon notice from the State and County. Please note that fees shall be paid based on the rate established by the California Department of Fish & Wildlife at the time the environmental document is filed.
4. The Technology Fee is charged for Planning applications requiring Design Review, General Plan Amendment (Text and/or Map), Lot Line Adjustment, Major Subdivision, Minor Subdivision, Planned Unit Development, Rezoning (Text and/or Map), Use Permit, Variance, Zoning Amendment, Zone Compliance Letter, or Tree Removal Permit services. This fee will only be charged once per project, even if multiple Planning permits are required.
5. Applications processed concurrently do not receive discounted fees.
6. The City will reimburse Applicants up to \$5,000 or 50 percent of the cost for Consultant Services and Peer Review fees, whichever is less, determined by the Community and Economic Development Director or designee. The reimbursement shall occur, upon request, when the Applicant obtains a building permit for an addition or remodel to an existing commercial or residential project, associated with the review. This program is funded by the General Fund and has up to \$20,000 available on a first-come, first-served basis.