

RESOLUTION NO. 2015-094

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AMENDING PLANNING, ENGINEERING, AND BUILDING FEE SCHEDULES

WHEREAS, the City Council adopted Resolution No. 2008-28 on August 12, 2008 approving an updated Engineering Fee Schedule;

WHEREAS, the City Council adopted Resolution No. 2011-26 on March 22, 2011 approving an updated Building Fee Schedule;

WHEREAS, the City Council adopted Resolution No. 2012-105 on September 11, 2012 approving an updated Planning Fee Schedule and additional Building Fee Schedule updates;

WHEREAS, Rohnert Park Municipal Code Chapter 3.32, "Cost-Recovery - Fee and Service Charge System," provides for the "establishment of a fee system to recover costs of the City in providing certain services, products and regulatory activities," including a regular review of fees to assure that they "continue to recover the reasonable and proportional share of costs from applicants requesting services," and providing authority for the Council "to establish such fees by resolution to support the cost of providing the service or services" requested by applicants;

WHEREAS, staff recommended updating both fee schedules to provide for reasonable cost recovery by amending flat fees for services to time-and-materials charges in order to ensure that the City recovers the actual costs of providing planning and engineering services to the applicants requesting services;

WHEREAS, California Government Code Sec. 66015 limits permit fees for residential and commercial rooftop photovoltaic system;

WHEREAS, staff recommended minor changes in the building fee schedule to reduce permit fees for residential and commercial rooftop photovoltaic system where the City's current fees exceed the State limits;

WHEREAS, following staff presentation and a public hearing at a duly noticed public meeting on April 28, 2015, the City Council found that the amended fees are based on actual costs incurred and/or do not exceed the estimated reasonable cost of providing the services for which the fees are to be levied;

WHEREAS, the City Council found that the new and amended fees are not a tax subject to the supermajority voting provisions of Article XIII of the California Constitution as amended by Proposition 26, but are an exception under Section 1(e)(2) of Article XIII C of the California Constitution as amended by Proposition 26, to wit:

(e) As used in this article, "tax" means any levy, charge, or exaction of any kind imposed by a local government, except the following: ...

(2) A charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product.

WHEREAS, the City Council found that none of the fees outlined in the amended fee schedules are Development Impact Fees (fees imposed as a condition of approval of development) subject to state law requirements pertaining to those fees;

WHEREAS, no fees are amended in these updated fee schedules for the purpose of acquiring funds for the construction of public improvements or the acquisition of equipment;

WHEREAS, in accordance with California Government Code Section 66016, data indicating the amount of cost, or estimated cost, required to provide the service for which the fee or service charge is levied and the revenue sources anticipated to provide the service was made available for public review at least ten (10) days prior to the meeting at which the fee schedule amendments are to be adopted;

WHEREAS, in accordance with California Government Code Section 66016, the City published notice for adoption of the fee schedule amendments and notification of the public hearing at which the amendments to the fee schedules were to be considered was mailed at least 14 days prior to the public meeting;

WHEREAS, on April 28, 2015, the City Council of the City of Rohnert Park reviewed the amended fee schedules during a scheduled public meeting; at which time interested persons had an opportunity to testify either in support of or opposition to the proposed fees; and

WHEREAS, at the April 28, 2015 City Council meeting, upon hearing and considering all testimony and arguments, if any, of all persons desiring to be heard, the Council considered all the facts relating to the amended fee schedules.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ROHNERT PARK DOES RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Recitals. That the above recitations are true and correct and material to this Resolution and are incorporated herein as if set forth herein in full and each is relied upon independently by the City Council for its adoption of this Resolution.

Section 2. Environmental Clearance. The adoption of this Resolution is exempt from the California Environmental Quality Act as this action is not considered a "project" as defined in California Code of Regulations, Title 14, Chapter 3, Article 20, Section 15378(a):

(a) "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, ...

and is specifically excluded in Section 15378(b)(4), to wit:

(b) "Project" does not include: ... (4) The creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

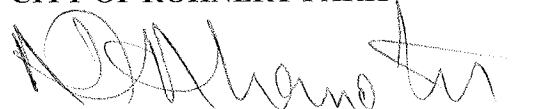
Section 3. Adoption of Fees. The Planning Fee Schedule, Engineering Fee Schedule and Building Fee Schedule hereby amended as shown on Exhibit A, Exhibit B, and Exhibit C respectively which are attached hereto and incorporated by this reference, and shall be in full force and effect as of July 1, 2015. Except as shown on Exhibits A, B and C, all other fees for planning, engineering and building services shall continue to be in effect and shall remain as provided for in Resolution No. 2008-28, Resolution No. 2011-26 and Resolution No. 2012-105. The City Council may review and amend the Planning Fee Schedule, Engineering Fee Schedule and Building Fee Schedule from time to time. For any annual period during which the City Council does not review these fees, the fee amounts shall be automatically adjusted once annually on July 1st, based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous fiscal year.

Section 4. Constitutionality. If any action, subsection, sentence, clause or phrase of this Resolution or the fees levied by this Resolution shall be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this Resolution or the fees levied by this Resolution that can be given effect without the invalid provisions.

Section 5. Waiver of Fee. The City Council is hereby authorized to waive any of the fees outlined in Exhibits A, B and C. If such a waiver occurs, the City Manager or his/her designee will ensure that any fee category for which a waiver was granted does not exceed the estimated reasonable cost of providing the service.

DULY AND REGULARLY ADOPTED this 28th day of April, 2015.

CITY OF ROHNERT PARK



Mayor

ATTEST:


City Clerk

Attachments: Exhibit A – Planning Fee Schedule, Exhibit B – Engineering Fee Schedule, Exhibit C – Building Fee Schedule

CALLINAN: AYE MACKENZIE: AYE STAFFORD: AYE BELFORTE: AYE AHANOTU: AYE
AYES: (5) NOES: (0) ABSENT: (0) ABSTAIN: (0)

**City of Rohnert Park – Development Services
PLANNING SCHEDULE OF FEES AND CHARGES**

Fee No.	Service	Fee	Notes
1	Annexation	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
2	Appeals to City Council	Residents: \$281 plus the actual cost of publishing / noticing	2, 5
		Non-residents: Actual cost of time & materials charged against an Initial Deposit of \$1,125	1, 2, 3
3	Appeals to Planning Commission	Residents: \$390 plus the actual cost of publishing/ noticing	2, 5
		Non- residents: Actual cost of time & materials charged against an Initial Deposit of \$1,560	1, 2, 3
4	Assignment of Address	\$88 - one address	4
		\$130 - 2 to 5 addresses	4
		\$218 - 6 to 20 addresses	4
		\$348 - 21 or more addresses	4
5	Assignment of Temporary Power Pole Address	\$65	4
6	Business License Research	\$85	4
7	Certificate of Zoning Compliance	\$520	4
8	Condition Modification/Waiver - Administrative	\$283	4
9	Condition Modification/Waiver - Planning Commission	Actual cost of time & materials charged against an Initial Deposit of \$1,000.	1, 2, 3
10	Development Agreement, Processing & Amendment	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
11	Development Area Plan	Actual cost of time & materials charged against an Initial Deposit of \$9,000.	1, 2, 3
12	Filing & Notice of Categorical Exemption	\$283 plus the actual cost of any outside agency fees (such as County Filing Fee, State Clearinghouse Fee and Office of Planning & Research)	2, 6

**City of Rohnert Park – Development Services
PLANNING SCHEDULE OF FEES AND CHARGES**

13	Environmental Impact Report Review	Actual cost of time & materials charged against an Initial Deposit as determined by staff. Applicant is also responsible for any other agency fees (e.g. State Fish & Game fees, etc.)	1, 2, 3
14	Final Development Plan	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
15	Final Specific Plan	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
16	General Plan Amendment	Actual cost of time & materials charged against an Initial Deposit of \$5,000.	1, 2, 3
17	Home Occupation Permit	\$85	4
18	Pre-Application Conference	\$248	4
19	Pre-Application Conference - Concept Plan Review	\$990	4
20	Pre-Application Conference - Single-Family Dwelling, Owner-Occupied	\$175	4
21	Initial Study/Negative Declaration	Actual cost of time & materials charged against an Initial Deposit of \$2,000.	1, 2, 3
22	Letter of Public Necessity/Convenience	\$435	4
23	Notice of Determination	\$412 plus the actual cost of any outside agency fees (such as County Filing Fee, State Clearinghouse Fee and Office of Planning & Research)	2, 6
24	Specific Plan/Planned Development: Amendment/Revision of Related Items - Standard	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
25	Sign Review (Single Sign)	\$98	7
26	Sign Program Review - New/Revised	New - \$520	7
		Revised - \$348	7

**City of Rohnert Park – Development Services
PLANNING SCHEDULE OF FEES AND CHARGES**

27	Preliminary Development Plan	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
28	Rezoning	Actual cost of time & materials charged against an Initial Deposit of \$6,450	1, 2, 3
29	Site Plan & Architectural Review : Building Remodel (Commercial & Industrial)	Within existing footprint – Actual cost of time & materials charged against an Initial Deposit of \$1,480	1, 2, 3
		Expansion of footprint – Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
30	Site Plan & Architectural Review: Building Remodel (≥ 2 Residential Units)	Actual cost of time & materials charged against an Initial Deposit of \$1,210	1, 2, 3
31	Site Plan & Architectural Review: New Structure (Commercial & Industrial)	Actual cost of time & materials charged against an Initial Deposit of \$1,200	1, 2, 3
32	Site Plan & Architectural Review: New Structure/Change-In-Use (≥ 2 Residential Units)	Actual cost of time & materials charged against an Initial Deposit of \$1,200	1, 2, 3
33	Specific Plan - Preliminary Plan	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
34	Specific Plan Amendment	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
35	Specific Plan Preparation	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
36	Subdivision: Extension to Approved Minor	Actual cost of time & materials charged against an Initial Deposit of \$695	1, 2, 3
37	Subdivision: Revision to Approved Minor	Actual cost of time & materials charged against an Initial Deposit of \$1,200.	1, 2, 3
38	Subdivision: Extension /Revision to Approved - Major	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3
39	Tentative Map - Major (≥ 5 Lots)	Actual cost of time & materials charged against an Initial Deposit as determined by staff.	1, 2, 3

**City of Rohnert Park – Development Services
PLANNING SCHEDULE OF FEES AND CHARGES**

40	Tentative Map - Minor (≤ 4 Lots)	Actual cost of time & materials charged against an Initial Deposit of \$4,000	1, 2, 3
41	Use Permit (Commercial/Industrial/Mixed-Use)	Actual cost of time & materials charged against an Initial Deposit of \$1,000	1, 2, 3
42	Use Permit - Residential ≥ 2 Units	Actual cost of time & materials charged against an Initial Deposit of \$1,000	1, 2, 3
43	Variance	Actual cost of time & materials charged against an Initial Deposit of \$2,500	1, 2, 3
44	Zoning Confirmation Letter	\$85	4
45	Zoning Ordinance Text Change	Actual cost of time & materials charged against an Initial Deposit of \$5,000	1, 2, 3
46	Temporary Use Permit	Minor - \$130	4
		Major - Actual cost of time & materials charged against an Initial Deposit of \$1,000	1, 2, 3
47	Time Extension To Approved - Minor	Actual cost of time & materials charged against an Initial Deposit of \$175	1, 2, 3
48	Time Extension To Approved - Major	Actual cost of time & materials charged against an Initial Deposit of \$695	1, 2, 3
49	Administrative Permit	\$650	4
50	Violation Correction	\$520	4
51	Planning review of building permits	Actual cost of time and materials to be collected at building permit issuance.	1, 2, 3
52	Tree Permit Clearance (Exemption)	\$201	4
53	Approval for Tree Removal (Tree Removal Permit)	Actual cost of time and materials to be billed against an initial deposit of \$512	1, 2, 3
54	Lot Line Adjustments / Lot Line Mergers / Reversion to Acreage	Actual cost of time and materials to be billed against an initial deposit of \$840	1, 2, 3

Planning Fee Schedule Table Notes

1. Cost-recovery charges include all costs to provide services or process applications/projects. Costs that may be recovered include but are not limited to: City staff time at fully-burdened hourly rates, including those of City departments other than Development Services (e.g. Fire

City of Rohnert Park – Development Services PLANNING SCHEDULE OF FEES AND CHARGES

Services, Public Works, etc.); consultant costs; legal costs; administrative costs generated by application/project; public noticing and advertisement costs; and other public agency fees.

2. An ***Acknowledgement of Reimbursement Obligation for Payment of Full Cost Recovery Fees for Application Processing and Inspection Services*** form (“Reimbursement Obligation Form”) or ***Reimbursement Agreement*** must be executed in conjunction with applications for these services and/or permits.
3. The method by which the City recovers its costs from the applicant or financially-responsible party is determined by the cost-recovery obligation form or agreement used. Typically, cost recovery is either: (a) a draw-down from a deposit, or (b) billing in arrears for costs incurred by the City to provide services. The cost recovery method and terms are stipulated in the *Reimbursement Obligation Form, Reimbursement Agreement*, or specific terms of a development agreement or other negotiated instrument approved by City.
4. Applicant will be charged a flat fee as indicated for the service, unless the service and/or entitlement is part of a more complex project with multiple/concurrent applications and entitlements in which costs for processing are recovered pursuant to an executed *Reimbursement Obligation Form, Reimbursement Agreement*, or specific terms of a development agreement or other negotiated instrument approved by City.
5. Applicant or financially-responsible party will be charged a flat fee as indicated for the service, as well as additional costs for public noticing, mailing, and postage if incurred. Public noticing, mailing, and postage may be billed in arrears to the applicant or financially-responsible party.
6. Applicant or financially-responsible party will be charged a flat fee as indicated for the service, as well as outside agency fees (e.g. County Filing Fee, State Clearinghouse Fee and Office of Planning & Research, etc.). Outside agency fees may be billed in arrears to the applicant or financially-responsible party.
7. Applicant or financially-responsible party will be charged a flat fee as indicated for the service, as well as flat fee for engineering review if needed.

Additional Notes about Fees and Charges

Actual costs

The actual cost of City staff time is the fully-burdened hourly rate of the staff providing service, which may include but is not limited to Development Services, Public Safety, Public Works, Administration (which includes City Attorney, City Manager’s Office) providing review specifically for the project. Charges will be for increments of 0.25 hour.

City of Rohnert Park – Development Services PLANNING SCHEDULE OF FEES AND CHARGES

Consultant charges may apply

In some cases, additional costs may be incurred by the City due to the necessity of using a consultant to assist Development Services with the review and processing of applications/projects. In such cases, the costs of the consultant's services will be passed through to the applicant, with an Administrative Fee in the amount of 7% of the consultant invoice cost, unless a different rate is stipulated for those services by a Reimbursement Agreement or Development Agreement.

Concurrent / multiple applications

When two or more applications are filed and processed concurrently, the required initial deposit will be the sum of the individual application fees and/or deposits.

Annual Adjustment of Flat Fees

Flat fees are adjusted annually based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous Fiscal Year.

Annual Adjustment of Fully-Burdened Hourly Rate

Fully-burdened hourly rates are adjusted annually based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous Fiscal Year.

Services Not Listed on Planning Schedule of Fees and Charges

When engineering staff provide requested or necessary review, inspection or staff support services that are not included in this Planning Schedule of Fees and Charges, the Development Services Director may assess and collect such fees that are reasonably necessary to defray the cost of such services. Staff time shall be charged on a fully-burdened hourly rate basis or the actual cost of outside consultant, plus 7% administrative fee, or administrative fee rate as stipulated by applicable Reimbursement Agreement or Development Agreement.

**City of Rohnert Park – Development Services
ENGINEERING FEE SCHEDULE**

Engineering Services – Schedule of Fees and Charges

	Engineering Services	Fees / Charges	Initial Deposit	Notes
1	Grading/Site Improvement Plan Check and Inspection	Full cost-recovery charges apply.	\$3,300 + 1.5% of Engineer's Estimated Cost of improvement	1, 2, 3, 4
2	Public Improvement Plan Check and Inspection	Full cost-recovery charges apply.	\$3,200 + 1.5% of Engineer's Estimated Cost of improvement	1, 2, 3, 4
3	Subdivision Plan Check and Inspection	Full cost-recovery charges apply.	\$2,400 + 1.5% of Engineer's Estimated Cost of improvement	1, 2, 3, 4
4	Final Parcel Map Review	Full cost-recovery charges apply.	\$1,950	1, 2, 3
5	Final Subdivision Map Review	Full cost-recovery charges apply.	\$3,800	1, 2, 3
6	Final Map Amendment/Revision Review (Minor)	\$560 per map	N/A	5
7	Final Map Amendment/Revision Review (Major)	Full cost-recovery charges apply.	\$1,100	1, 2, 3
8	Time Extension	\$100 per application	n/a	5
9	Lot Line Adjustment Review	Full cost-recovery charges apply.	\$840	1, 2, 3
10	Street Vacation / Abandonment Request	Full cost-recovery charges apply.	\$1,250	1, 2, 3
11	Minor Encroachment Permit/Inspection	\$290	n/a	5
12	Major Encroachment Permit/Inspection	\$1,200	n/a	5
13	Major Encroachment Permit/Inspection requiring time and materials with initial deposit	Full cost-recovery charges apply.	\$2,000	1, 2, 3

City of Rohnert Park – Development Services ENGINEERING FEE SCHEDULE

14	Plumbing Permit issued by Engineering / Inspection	\$290	n/a	5
15	Transportation Permit	\$16 for single trip permit; \$100 for annual permit *clerical correction: Annual Permit fee is \$90	n/a	6
16	Sign Review	\$110 per plan		5, 7

Engineering Fee Schedule Table Notes

1. Cost-recovery charges include all costs to provide services or process applications/projects. Costs that may be recovered include but are not limited to: City staff time at fully-burdened hourly rates, including those of City departments other than Development Services (e.g. Fire Services, Public Works, etc.), consultant costs, legal costs, administrative costs generated by application/project, public noticing and advertisement costs, and other public agency fees.
2. An **Acknowledgement of Reimbursement Obligation for Payment of Full Cost Recovery Fees for Application Processing and Inspection Services** form ("Reimbursement Obligation Form") or **Reimbursement Agreement** must be executed in conjunction with applications for these services and/or permits.
3. The method by which the City recovers its costs from the applicant or financially-responsible party is determined by the cost-recovery obligation form or agreement used. Typically, cost recovery is either: (a) a draw-down from a deposit, or (b) billing in arrears for costs incurred by the City to provide services. The cost recovery method and terms are stipulated in the *Reimbursement Obligation Form*, *Reimbursement Agreement*, or specific terms of a development agreement or other negotiated instrument approved by City.
4. Initial deposit due for these services will be determined by the City, based on the Engineer's Cost Estimate of improvement as provided by the applicant. The applicant-provided Engineer's Cost Estimate is subject to review and approval by the City. The initial deposit amount due may be adjusted by the City, based on recalculations of the Engineer's Cost Estimate approved by the City Engineer.
5. Applicant will be charged a flat fee as indicated for the service and/or permit, unless the service and/or permit is part of a more complex project with multiple/concurrent permits or entitlements in which costs for processing are recovered pursuant to an executed *Reimbursement Obligation Form*, *Reimbursement Agreement*, or specific terms of a development agreement or other negotiated instrument approved by City.

City of Rohnert Park – Development Services ENGINEERING FEE SCHEDULE

6. Transportation permit fees are determined by the State of California.
7. Added as additional flat fee to planning flat fee for this service.

Additional Notes about Fees and Charges

Actual costs

The actual cost of City staff time is the fully-burdened hourly rate of the staff providing service, which may include but is not limited to Development Services, Public Safety, Public Works, and Administration providing review specifically for the project. Charges will be in increments of 0.25 hour.

Consultant charges may apply

In some cases, additional costs may be incurred by the City due to the necessity of using a consultant to assist Development Services with the review and processing of applications/projects. In such cases, the costs of the consultant's services will be passed through to the applicant, with an Administrative Fee in the amount of 7% of the consultant invoice cost, unless a different rate is stipulated for those services by a Reimbursement Agreement or Development Agreement.

Concurrent / multiple applications

When two or more applications are filed and processed concurrently, the required initial deposit will be the sum of the individual application fees and/or deposits.

Investigative fee for work started without a permit

If work on an engineering project is found to have commenced without a permit, an investigation fee will be charged equal to the amount of permit fee that would apply to that project. If the project is full cost-recovery (i.e. not a flat fee project), the investigation fee will be the cost of time-and-materials required for inspection and administrative support to process the project, prior to the project coming into compliance. This investigation fee is in addition to the permit fees that will be required to bring the project into compliance.

Annual Adjustment of Flat Fees

Flat fees are automatically adjusted annually on July 1st, based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous fiscal year.

City of Rohnert Park – Development Services ENGINEERING FEE SCHEDULE

Annual Adjustment of Fully-Burdened Hourly Rate

Fully-burdened hourly rates are automatically adjusted annually on July 1st, based on the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers, All Items, in the San Francisco-Oakland-San Jose Area, measured in the month of December in the calendar year that ends in the previous fiscal year.

Services Not Listed on Engineering Schedule of Fees and Charges

When engineering staff provide requested or necessary review, inspection or staff support services that are not included in this Engineering Schedule of Fees and Charges, the Development Services Director may assess and collect such fees that are reasonably necessary to defray the cost of such services. Staff time shall be charged on a fully-burdened hourly rate basis or the actual cost of outside consultant, plus 7% administrative fee, or administrative fee rate as stipulated by applicable Reimbursement Agreement or Development Agreement.

Plan Check and Inspection Fees

Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
Antenna—Telecom Facility			
Cellular/Mobile Phone, free-standing new structure	each		\$1,727
Cellular/Mobile Phone, attached to existing structure	each		\$941
Each addtl co-located antenna	each addtl antenna		\$199
Application Meeting			
First Hour	hourly rate		\$99
Each additional 1/2 hour	hourly rate		\$49
Arbor/Trellis (R-3s only over 120ft, non R-3), Awning/Canopy (supported by building) R-3	each		\$147
Balcony addition (R-3)	up to 200 SF		\$549
Balcony addition (R-3) over 200 SF	each additional 50 SF or portion thereof		\$131
Business License Inspections	each		\$74
Carport (R-3) - Plan Check	each		\$224
Carport (R-3) - Inspection	each		\$436
Change of Occupancy (over the counter)	each		\$43
Change of Occupancy	minimum fee, actual costs thereafter	(1)	\$137
Chimney (factory-built, masonry), Chimney Repair	each		\$424
Covered Porch (R3), Deck (wood) >30" above grade	up to 200 SF		\$147
Covered Porch (R3), over 200 SF	each additional 100 SF or portion thereof		\$78
Demolition			
Commercial - Inspection	each		\$249
Residential - Inspection	each		\$249
Disabled Access Compliance Inspection	hourly rate		\$99
Door			
New door (non structural)	each		\$150
New door (structural shear wall/masonry)	each		\$704
Duplicate/Replacement Job Card	each		\$144
Exterior Renovation, Non-Residential	per 100 SF or portion thereof		\$62

Plan Check and Inspection Fees

Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
Fence			
Masonry any height	up to 100 LF		\$331
Non-masonry, over 6 feet in height;	up to 100 LF		\$231
Non-masonry, over 6 feet in height; masonry any height, over 100 LF	Each additional 100 LF or portion thereof		\$199
Final Inspection Permit (non-residential only) to reactivate an expired permit	each	(2)	\$325
Fireplace			
New Pre-Fabricated/Metal Fireplace - Plan Check	each		\$212
New Pre-Fabricated/Metal Fireplace - Inspection	each		\$318
Fireplace Repairs / Demolition			
Plan Check	each		\$195
Inspection	each		\$183
Flag pole (over 20 feet in height)	each		\$481
Fire Repairs			
Residential, more than 30% damaged - Use Residential Addition Fee			
Residential, less than 30% damaged - Plan Check	each		\$424
Residential, less than 30% damaged - Inspection	each		\$560
Commercial, use New Construction Tenant Improvement			
Foundation Only Residential			
W/O New Construction Permit	each		\$897
W/ New Construction Permit	each		\$405
Foundation Repair, R3	each		\$754
Foundation Repair, non-R3	each		\$904
Garage (detached)			
Wood frame up to 1,000 SF	each		\$1,215
Wood frame over 1,000 SF and less than 2000 SF	For portion of 1000 SF		\$230
Garage Conversion, Residential	each		\$357
Generator	each		\$624
Insulation (batt, blown-in, injection)	each		\$129

Plan Check and Inspection Fees

Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
Master Plan - Revisions		(3)	
Deferred Submittal Processing Fee	each	(3) (4)	\$364
Minor (no change in structure or square footage)	each	(3) (4)	\$231
Major (USE RESIDENTIAL NEW CONSTRUCTION - MASTER PLAN)		(3)	
Master Plan - Duplicate Set Processing Fee	each	(3) (4)	\$182
Oven (Commercial)	each		\$735
Partition—Commercial, Interior (up to 30 LF)	up to 30 LF		\$506
Partition over 30 LF - Plan Check	each additional 30 LF or portion thereof		\$144
Partition over 30 LF - Inspection	each additional 30 LF or portion thereof		\$137
Partition—Residential, Interior (up to 30 LF)	up to 30 LF		\$268
Partition over 30 LF	each additional 30 LF or portion thereof		\$169
Patio Cover (wood frame, metal frame, other)	up to 300 SF		\$443
Patio, over 300 SF	each additional 300 SF or portion thereof		\$312
Enclosed (wood frame, metal frame, other)	up to 300 sf		\$935
Enclosed patio over 300 SF - Plan Check	each additional 300 SF or portion thereof		\$268
Enclosed patio over 300 SF - Inspection	each additional 300 SF or portion thereof		\$62
Photovoltaic System (rooftop) - Residential			
1 - 15 kilowatts - Plan check and inspection	each		\$306
16 - 31 kilowatts - Plan check and inspection	each		\$515
32 - 50 kilowatts - Plan check and inspection	each		\$742
Photovoltaic System (rooftop) - Commercial			
1 - 15 kilowatts	each		\$356
16 - 50 kilowatts	each		\$742
51 - 70 kilowatts	each		\$1,007
71 - 100 kilowatts	each		\$1,147
101 - 131 kilowatts	each		\$1,357
131 - 200 kilowatts	each		\$1,570
201 - 250 kilowatts	each		\$2,057
251 - 500 kilowatts	each		\$2,045
501 kilowatts - 1 megawatt	each		\$3,655

Plan Check and Inspection Fees

Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
Plot Plan - Revision	each	(5)	\$137
Product Review	minimum fee, actual costs thereafter	(1)	\$118
Remodel—Residential			
Remodel up to 300 SF - Plan Check	up to 300 SF		\$293
Remodel up to 300 SF - Inspection	up to 300 SF		\$311
Remodel, over 300 SF - Plan Check	each additional 100 SF or portion thereof		\$68
Remodel, over 300 SF - Inspection	each additional 100 SF or portion thereof		\$93
Kitchen - Plan Check	each		\$268
Kitchen - Inspection	each		\$354
Bath - Plan Check	each		\$175
Bath - Inspection	each		\$236
Reinspection Fee / Final Inspection Fee (SFD)	minimum fee, actual costs thereafter	(1), (3)	\$137
Repairs			
Repairs, non-residential, non-structural - Plan Check	each		\$350
Repairs, non-residential, non-structural - Inspection	each		\$365
Repairs, residential - Plan Check	each		\$350
Repairs, residential - Inspection	each		\$365
Re-roof			
Single Family Dwelling (SFD) Residential only (w/ new roof sheathing) - Inspection	each		\$306
Single Family Dwelling (SFD) Residential only (w/o new roof sheathing) - Inspection	each		\$212
Multi-Family Dwelling (Apartments/Condominiums) - Inspection	each 5,000 SF or portion thereof		\$442
Commercial - Plan Check	each 5,000 SF or portion thereof		\$56
Commercial - Inspection	each 5,000 SF or portion thereof		\$404
Revisions to approved plans			
Commercial New	Minimum fee	(4)	\$118
Tenant Improvement	Minimum fee	(4)	\$118
Single Family Dwelling	Minimum fee	(4)	\$118
Addition	Minimum fee	(4)	\$118
Remodel	Minimum fee	(4)	\$118

Plan Check and Inspection Fees

Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
Roof Structure Replacement - Plan Check	up to 500 SF		\$212
Roof Structure Replacement - Inspection	up to 500 SF		\$329
Roof structure replacement, over 500 SF	each additional 100 SF or portion thereof		\$43
Sauna—steam	each		\$723
SCEIP projects for which permits not typically issued (use Minimum Processing Fee)			
Siding			
Stone and Brick Veneer (interior or exterior), up to 800 sf	up to 800 SF		\$461
Other Siding up to 800 SF - Plan Check (for commercial only)	up to 800 SF		\$180
Other Siding up to 800 SF - Inspection	up to 800 SF		\$230
Additional siding	each additional 800 SF or portion thereof		\$169
Signs, new (\leq 100 SF area)		(6)	
Roof / Projecting Signs	each	(6)	\$306
Monument	each	(6)	\$281
Pole (under 10')	each	(6)	\$306
Wall/Awning Sign, Non-Electric	each	(6)	\$262
Wall, Electric	each	(6)	\$287
Other Sign - Plan Check	each	(6)	\$212
Other Sign - Inspection	each	(6)	\$131
Signs, new (>100 SF area)		(6)	
Roof / Projecting Signs	each	(6)	\$499
Monument	each	(6)	\$350
Pole (over 10')	each	(6)	\$449
Wall/Awning Sign, Non-Electric	each	(6)	\$331
Wall, Electric	each	(6)	\$405
Other Sign - Plan Check	each	(6)	\$274
Other Sign - Inspection	each	(6)	\$293
Site Accessibility	per hour		\$99
Skylight			
Less than 10 SF	each		\$212
Greater than 10 SF or structural	each		\$468
Solar Panels (Thermal), residential or equal	each		\$338

Plan Check and Inspection Fees

Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
Storage Racks			
Storage racks over 8' high, up to 100 LF	first 100 LF		\$674
Storage racks over 8' high, over 100 LF	each additional 100 LF or portion thereof		\$237
Structural Repairs (Non-Residential) - Plan Check	Each		\$518
Structural Repairs (Non-Residential) - Inspection	Each		\$927
Structural Repairs (Residential) - Plan Check	Each		\$405
Structural Repairs (Residential) - Inspection	Each		\$442
Stucco Applications	up to 400 SF		\$455
Stucco Application, over 400 SF	each additional 400 SF or portion thereof		\$280
Supplemental Plan Check Fee (after 3rd review)			
First hour	each	(1)	\$137
Each Additional 1/2 hour or portion thereof	per 1/2 hour or portion thereof	(1)	\$68
Supplemental Inspection Fee			
First 1/2 hour	each	(1)	\$68
Each Additional 1/2 hour or portion thereof	per 1/2 hour or portion thereof	(1)	\$68
Swimming Pool/Spa			
Vinyl-lined (up to 800 sf)	each		\$635
Fiberglass	each		\$635
Gunite (up to 800 sf)	each		\$635
Additional pool (over 800 sf or portion thereof)	each		\$374
Commercial pool (up to 800 sf)	each		\$1,095
Commercial pool (over 800 sf or portion thereof)	each		\$1,268
Spa or Hot Tub (Pre-fabricated)	each		\$685
Temporary Occupancy Approval	minimum fee, actual costs thereafter	(4)	\$449
Trash Enclosure	each		\$624
Window or Sliding Glass Door			
New Window (change in opening size/location, non-structural)	each		\$112
New window (structural shear wall/masonry) - Plan Check	each		\$261
New window (structural shear wall/masonry) - Inspection	each		\$162
Bay Window (structural) - Plan Check	each		\$261
Bay Window (structural) - Inspection	each		\$423
Minimum Processing Fee (Administrative - No Permit)	each	(7)	\$37

Plan Check and Inspection Fees Miscellaneous Permits

FEE TYPES	Unit	Note	FEE
-----------	------	------	-----

Notes:

1. Minimum fee includes professional and minimum administrative staff time for service
2. Inspection fee for reactivation of residential permits is included in "Reinspection Fee."
3. Refer to Master Plan Policy
4. Processing fee only. Staff time and materials cost, or actual consultant fee + City administrative fee may be in addition to processing fee.
5. Refer to Plot Plan and Production Phase Policy
6. "New" signs means the replacement of an existing sign with a new one, or installation of a new sign with an existing electrical source.
7. Use for SCEIP projects & other "non-permit" projects for intake and processing costs.