Community Development Department
300 Richards Boulevard 3rd Floor Sacramento, CA 95811
Help Line: (916) 264-5011
www.cityofsacramento.org/dsd

Design Review Fees

General Fee Information – Applies to All Types of Applications:
Double Fees – Entitlements requested after a project has been started or as a result of a City enforcement action shall be charged double fees.
Additional Charges – Applications requiring more staff time than has been allocated by the fees charged per this schedule will be assessed for the additional staff time at $140 per staff hours.

Design Commission Projects:

Hearing Fees are included in the Entitlement/Review/Processing Fee.
Hourly Charges for Reviews – If the City determines that the fees calculated using the schedules will not reflect the project cost to perform the review, the project cost may be based on actual review cost using the hearing fees, review hours multiplied by the hourly rate, and any other associated costs.

Environmental Review Fees:

Environmental Issues Study – If the review of an application requires an environmental issue study, consultant services costs and an hourly charge of $140 for staff time will be charged in addition to the category fee.

Environmental Impact Report preparation and follow-up costs will be based on full cost recovery, which includes staff costs at $140 per hour, consultant services and other related costs. Advance payment will be required based on an estimate of the total costs.

Traffic Engineering Review Fees:

Entitlement Review – Traffic Engineering Division fees shall be based on full cost recovery. The money collected using the fee schedules will be an initial deposit. Follow up payment shall be required based on actual review cost using the hourly rate of each reviewer and any other associated costs.

Traffic Studies – If the review of an application requires a traffic analysis, traffic analysis cost and follow up will be based on full cost recovery, which includes staff costs, consultant services, and other related costs. Advance payment will be required based on an estimate of the total costs.

Refund Policy:

1. Requests for refunds must be in writing.
2. A full refund will be provided if an application is taken in or permit issued in error.
3. Withdrawn items – The cost to process the application until the time of withdrawal plus a $30.00 refund processing fee will be deducted from the amount paid for the application. There is a processing fee of $50 for building applications.
4. EIR's and Major Projects – A final accounting will be performed after project completion and any unused payment will be refunded to the applicant.

Design Review Fees

Designated Design Review Area Fees

(A) Entitlements	
New Construction	
Accessory Structure	$270
1 & 2 Family Units	$325
Multi-Family (Director level)	$1,850
Commercial (Director level) 4 stories or less, less than 60' in height, and less than 40,000 sq. ft. (75K CBD)	$2,500
Commercial (Commission level) more than 4 stories, more than 60' in height, and more than 40,000 sq. ft. (75K CBD)	$5,000
Additions & Rehabilitations (All types)	
Projects with less than $10,000 of work to be reviewed (staff level)	$140
Projects with $10,000 to under $50,000 of work to be reviewed (staff level)	$300
Projects with $50,000 to under $100,000 of work to be reviewed (staff level)	$500
Projects with over $100,000 of work to be reviewed (Director or Commission level)	$1,500
Miscellaneous	
Building moves with less than $100,000 of improvements (staff level *$270 + $140 inspection fee & hourly charges during move)	$410*
Building moves with more than $100,000 of improvements (Director or Commission level *$1,311 + $140 inspection fee and hourly charges during move)	$1,451*
Parking lots with less than $100,000 of improvements (staff level)	$270
Parking lots with over $100,000 of improvements (Director or Commission level)	$1,311
Staff Research – Staff hourly rate	$140
Entitlement Sub Total	
(B) Environmental Review	
Exemption	$140
Environmental Review Sub Total	
(C) Planning Technology Fee	
(A+B) x 0.08 = Planning Tech Fee Total	
(D) Traffic Engineering	
Review of entitlement	$500
Traffic Engineering Sub Total	
(E) Appeals	
Request for reconsideration of staff action by the Design Director	NA
Applicant appeal to Design Commission	$596
Third party appeal to Design Commission	$298
Applicant appeal of Design Commission to City Council	$1,192
Third party appeal of Design Commission to City Council	$298
Appeals Sub Total	

Expanded Review Area Fees

(A) Entitlements	
New Construction	
1 & 2 Family Units with minimal staff level	$140
1 & 2 Family Units with moderate staff level	$140
1 & 2 Family Units with extensive staff level	$280
Multi-family (3 or more)	$400
Commercial/Non-Residential Developments (**Northgate SPD**)	$800
Additions & Rehabilitations	
Residential and Non-Residential Projects with exterior work valued up to $100,000 (staff level)	$140
Residential Projects with exterior work valued over $100,000 (staff level)	$325
Non-Residential (Exterior work valued over $100,000 (staff level)	$800
Alternative Design Ordinances- East Sacramento & South Sacramento (D8), North Sacramento and Ben Ali	
1 & 2 Family Units with minimal or moderate staff level or modification required	$140
1 & 2 Family Units with extensive staff level or modification required	$280
1 & 2 Family Units requiring Director level review	$1,400
Entitlement Sub Total	
(B) Environmental Review	
Exemption (Commercial Only)	$140
Environmental Review Sub Total	
(C) Planning Technology Fee	
(A+B) x 0.08 = Planning Tech Fee Total	
(D) Traffic Engineering	
Review of entitlement	$500
Traffic Engineering Sub Total	
(E) Appeals	
Request for reconsideration of staff action by the Design Director	NA
Applicant appeal to Design Commission	$596
Third party appeal to Design Commission	$298
Applicant appeal of Design Commission to City Council	$1,192
Third party appeal of Design Commission to City Council	$298
Appeals Sub Total	

Totals for Fee Estimate	
(A) Entitlement Subtotal	
(B) Environmental Subtotal	
(C) Planning Technology Fee	
(D) Traffic Engineering Subtotal	
(E) Appeal Subtotal	
Estimate Total	

Prepared By: _____

Date: _____

Address: _____