



Planning Commission 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.

Planning Commission Projects:

Hearing Fees are included in the Entitlement/Review/Processing Fee. They are: Subdivision Review Committee – \$85; Planning Commission – \$150; City Council – \$800.

City Council Multiple Entitlements – A “Multiple Legislative Entitlement” discount of 25% will be granted for applications submitted which requires two or more legislative entitlements (Rezone, General Plan Amendment or Community Plan Amendment) which require approval by the City Council. The entitlement with the highest planning fee will be subject to the full fee amount; any additional legislative entitlement planning entitlement will be at 75% of the listed fee for that entitlement. The discount does not apply to Environmental fees; fees charged by other division, departments, or agencies; or for entitlements requiring only Planning Commission approval (e.g., Tentative Maps, Special Permits, Variances, etc). The 25% discount does not apply when an hourly rate is applied.

Multiple Requests for the Same Entitlement – For multiple requests of the same entitlements (e.g. two or more special permits) only a single fee shall be charged for this class of entitlement; the fee shall be the highest of the applicable fees in the same class.

Multiple Entitlements Special Permit and Plan Review – For multiple entitlements heard by the Planning Commission specifically for a special permit and plan review – the fee shall be applied only to the special permit, with no additional fees for the plan review.

Infill Development – Applicants submitting projects, which qualify as an infill development, are entitled to request in writing for a 25% reduction in the total Planning Entitlement fees which will be assessed to the project. The 25% reduction of fees does not apply to miscellaneous and environmental fees.

Hourly Charges for Reviews – If the city determines that the fees calculated using the schedules will not reflect the projected 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.

Planning Commission Fees

(A) PLANNING		
Plan Amendments		
General Plan Amendment	(A3)	\$20,000
Community Plan Amendment	(A3)	\$10,000
Plan Amendment (0-2 acre res. project)		\$1,500
Rezoning / Pre-zoning		
Rezone/ Pre-zone	(A3)	Res- \$8,000 Com-\$20,000
Rezone (0-2 acre res. project)		\$1,000
Tentative Maps/ Lot Line Adjustment		
Tentative Map 1-4 Parcels	(A1)	\$500/lot
Tentative Map 5-50 Parcels	(A3)	\$500/lot
Tentative Map 51+ Parcels	(A3)	\$25,000+ 20/lot over 50
Subdivision Modification	(A1)	\$500
Post Subdivision Modification	(A2)	\$1,500
Lot Line Adjustment		\$550
Planning Commission Special Permits		
Planning Commission	(A2)	Res- \$4,000 Com-\$9,000
Condominium Conversion	(A1)	\$9,298
Major Project	(A3)	Res- \$5,000 Com-\$12,500
Planning Commission Variances		
Planning Commission	(A1)	Res- \$1,500 Com-\$5,000
Development Plan Review		
Review	(A2)	\$7,500
Planned Unit Development (PUD)		
PUD Establishment	(A3)	Res- \$4,500 Com-\$6,200
PUD Guideline Amendment	(A3)	Res- \$3,300 Com-\$4,500
PUD Schematic Plan Amendment	(A3)	Res- \$2,900 Com-\$4,000
Time Extensions and Modifications		
Plan Review Time Extension or Modification		\$3,500
Tentative Map Time Extension		\$2,384
Special Permit Time Extension		Res- \$1,500 Com-\$2,500
Variance Time Extension		Res- \$1,500 Com-\$5,000
Miscellaneous Entitlements		
Development Agreement	(A3)	\$20,000
Street/ Alley Abandonment		\$3,000
Street Name Change		\$2,100
Inclusionary Housing Plan		\$1,000
Pre-Application Staff Preliminary Review		\$ 500 w/o rpt \$2,600 w/ rpt
Early Policy Review of Major Projects		\$4,000
Plan Consistency Review		\$2,146
Staff Hourly Review		\$140
Planning Sub Total		

(B) ENVIRONMENTAL REVIEW FEES		
One Category	(A1)	\$560
Two or More Category	(A1)	\$1,109
One Category	(A2)	\$1,669
Two or More Category	(A2)	\$2,801
One Category	(A3)	\$4,494
Two or More Category	(A3)	\$7,271
Environmental Impact Report		Full Cost Recovery
Environmental Subtotal		
(C) PLANNING TECHNOLOGY FEE		
(A+B) x 0.08 = Planning Tech Fee Total		
(D) TRAFFIC ENGINEERING DEPOSIT		
Tentative Map	(252)	\$1,000
Tentative Map Time Extension	(252)	\$1,000
Special Permit- Major Project	(255)	\$1,500
Special Permit- Drive Thru	(255)	\$1,500
PUD Schematic & Guideline Establishment/ Amendment	(255)	\$1,500
General or Community Plan Amendment	(255)	\$1,500
Rezone	(255)	\$1,500
All Other Entitlements	(269)	\$500
Traffic Engineering Sub Total		
(E) UTILITIES REVIEW DEPOSIT		
Tentative Map		\$250
Tentative Map Time Extension		\$250
Major Project		\$125
Special Permit		\$280
Planning Miscellaneous		\$280
Pre-Application		\$280
Utilities Sub Total		
(F) APPEALS		
Applicant appeal to City Council		\$1,192
Third party appeal to City Council		\$298
Env. Coord. By 3 rd Party to Council		\$40
Env. Coord. By Applicant to Council		\$650
Applicant appeal of Police of Chief Decision		\$650
Appeals Sub Total		

TOTALS FOR FEE ESTIMATE	
(A) Entitlement Subtotal	
(B) Environmental Subtotal	
(C) Planning Technology Fee	
(D) Traffic Engineering Deposit Subtotal	
(E) Utilities Deposit Subtotal	
(F) Appeal Subtotal	
Estimate Total	

Prepared By: _____
 Date: _____
 Address: _____