



Preservation 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 – Any application determined by the Preservation Director to require Preservation Commission review will be charged the balance of \$1800 minus fee already paid for the Preservation Application. 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.

Preservation Fees

(A) Entitlements	
New Construction	
Accessory Structures	\$322
1 & 2 Family Units	\$325
Multi-Family	\$1,800
Commercial Development	\$3,500
New Construction on Vacant Lot	Res-\$1,000 Com- \$3,500
Rehabilitations and Additions	
Projects with less than \$10,000 of work to be reviewed.	\$140
Projects with \$10,000 to under \$50,000 of work to be reviewed.	\$280
Projects with \$50,000 to under \$100,000 of work to be reviewed.	\$800
Projects with over \$100,000 of work to be reviewed.	\$1,800
Miscellaneous Entitlements	
Demolition of landmark structure or contributing structure in a historic district. (commission review)	\$3,500
Building move of a landmark structure or structure into or out of a historic district. (commission review)	\$2,500
Research for Sacramento Register Eligibility	\$500
* accessory structures	\$0
Parking lots with under \$100,000 of improvements.	\$1,500
Parking lots with over \$100,000 of improvements. (commission review)	\$3,500
Staff Research- Staff hourly rate.	\$140
Entitlement Sub Total	

(B) Environmental Review	
Exemption	\$140
Environmental Impact Report	Full Recovery Cost
Negative Declaration	\$1,600
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 Preservation Director.	NA
Applicant appeal to Preservation Commission.	\$596
Third party appeal to Preservation Commission.	\$298
Applicant appeal to City Council.	\$1192
Third party appeal to City Council	\$298
Appeals Sub Total	

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

Prepared By: _____
 Date: _____
 Address: _____