



Office of the City Manager

PUBLIC HEARING
May 21, 2024

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Jordan Klein, Director, Planning and Development Department
Subject: Changes to the Planning Department Fee Schedule

RECOMMENDATION

Conduct a public hearing and upon conclusion, adopt a Resolution:

1. Approving revisions to the fee schedule for the Planning and Development Department effective July 1, 2024, to increase the hourly rate for staff time in all divisions of the department to \$250 per hour, to set fees for the new Building and Safety Division permits and processes, to create a new Land Use Planning application fee and offset those costs through reductions in discretionary permit fees, to increase the annual fees of the Rental Housing Safety Program, and to update various other fee rates and make minor clarifications to the existing fee schedule; and
2. Rescinding Resolution No. 67,985-N.S.

SUMMARY

The proposed Resolution includes fee changes and increases in these areas, discussed in more detail below. See **Attachment 2** for the complete proposed new Planning Fee Schedule, with all rates and text changes tracked:

1. Hourly staff time rate: Many Planning fees are based on the hourly costs of staff to deliver services. These rates have been updated on a piecemeal basis by each Planning Division, in some cases not since 2017, and they are currently set at rates between \$200 and \$230 per hour. The proposed Resolution would set all hourly Planning staff time rates to \$250 per hour, and update all fees which are based on hourly rates and multiples thereof.
2. Building and Safety Division: Updates permit filing fee to \$62.50 and permit extension fee to \$75, last changed in 2015. Creates fees for new Undocumented Accessory Dwelling Unit Amnesty permit, to help legalize existing housing units which may have been created without proper permits. Creates fees for Exterior Elevated Elements (E3) program for safety certification of balconies, staircases and other raised building appurtenances.

3. Land Use Planning: Creates a new initial application fee of \$500, based on two hours of staff time, for all discretionary Zoning applications such as Administrative Use Permits and Variances, and in turn reduces the fees for each kind of discretionary permit by the same \$500 / two hours amount. Updates fee amounts for an applicant's required ZAB public hearing to cover administrative costs, last changed in 2010. Updates certain other fees by 10% which are not based on hourly staff time and were last changed in 2022.
4. Toxics Management Division: Updates all fees by 15% across-the-board, last changed in 2014.
5. Rental Housing Safety Program (RHSP): Updates per-unit and per-room annual RHSP fees to \$60 and \$30, respectively, to cover regular proactive safety inspections. Fees last updated in 2021.

FISCAL IMPACTS OF RECOMMENDATION

The recommended increases to fees and hourly staff time rates will generate funds to cover costs which the City incurs for services, for review of development and building permits and related tasks, for RHSP and other resilient building activities, and for safety inspections and oversight from the Toxics Management Division. Collected fees will be deposited into the funds which cover these services, including Fund 621 Permit Service Center, Fund 129 Rental Housing Safety Program, and Fund 622 Unified Program (CUPA).

CURRENT SITUATION AND ITS EFFECTS

Best practice for Planning and Building departments is to maintain a fund balance equivalent to one year's expenses, to mitigate against the effects of cyclical construction industry trends. Construction goes through upturns and downturns based on national and international economic factors; maintaining a fund balance in reserve helps to cushion the severity of these swings. At current City costs, a full year of Planning and Development Department expenses is roughly \$37.4 million in all funds, with \$27.6 million of that paid with enterprise funds. As of April 2024, the current cumulative fund balances of Planning's enterprise funds (largely but not exclusively the Permit Service Center Fund) is about \$43 million. While that is a healthy figure, it's important to note that it includes fees paid for projects whose building plan reviews and inspections will extend for years to come. In other words, the City has already received all the fees it will ever get to cover the future costs of projects that have already broken ground.

While the City of Berkeley has benefited from a particularly long positive construction cycle, since 2017, there are indications that a down cycle has begun. The total valuation of "large" projects (\$1 million and up) which submitted for Berkeley building permits in calendar year 2023 was down 30% from 2022. The total valuation of "very large"

projects (\$4 million and up) submitted in 2023 was down 27% from 2022. In both cases, the cumulative totals of submitted projects with valuations of \$1+ million and \$4+ million were the lowest Berkeley has seen since 2015, excluding the pandemic-affected 2020 calendar year. 2023 also marked the third straight year of declines of this indicator (again excluding 2020). Planning's Fiscal Manager is projecting a deficit at the end of FYE24 of \$4.4 million in the PSC Fund (\$3.7 million for the department as a whole).

At the same time, City costs have increased substantially in the past several years. Non-personal costs are subject to inflationary pressures, which in the U.S. since 2021 are estimated at 20.1%. City personnel cost increases have even outpaced those inflation levels, led particularly by increased health care expenses. Planning's budget preparation analysis predicts an operating deficit of \$22 million in the two-year FYE25-26 budget cycle if no fee increases are adopted.

Staff are proposing the following areas of fee increases to be effective July 1, 2024, to help ensure that the cost to deliver Planning's services is covered by the fees charged.

HOURLY STAFF TIME RATE

The costs of many of the services provided by the Planning and Development Department are based on the amount of time staff spend to provide those services. This ensures that customers are covering the costs of the City to provide these services, while also making sure that the fees do not exceed those City costs. The hourly calculations factor in staff salaries and health care costs, as well as administrative overhead and non-personal expenses, then divide them by the hours of staff service provided, to arrive at a maximum rate each Division could charge to recoup costs.

Hourly rates charged by the different Divisions of the Department have changed at different times, when individual Division costs were no longer being covered by the fees. The following table shows the current hourly rates for each Division and the last time those rates were updated:

Division	Current Hourly Rate	Last Updated
Building and Safety	\$200	7/1/2017
Land Use Planning	\$230	7/1/2022
Toxics Management	\$210	7/1/2014
Office of Energy and Sustainable Development	n/a	n/a
Department-Wide / Office of the Director	\$200	7/1/2017

Planning's Fiscal Manager analyzed current and project future hourly costs for each full-time equivalent (FTE) staff position and concluded that each division could justify an hourly rate much higher than the proposed \$250/hour, based on formulas which account for all 107.64 FTE positions and their respective salary ranges, fringe benefits, and proportional shares of non-personnel expenses and intra-department overhead. Then those costs are divided by annual hours of service delivery by staff, by division. Planning staff believe that the \$250/hour rate will be sufficient to cover actual service delivery expenses while not imposing an undue burden on project applicants and other customers who receive these services.

The proposed \$250 hourly staff time rate in Berkeley is comparable with rates in other nearby jurisdictions. For example, Albany charges \$246 per hour, Richmond charges between \$230 and \$410 per hour, and Oakland charges between \$228 and \$284 per hour (variations based on types of service, e.g. plan checks, inspections, building counter services).

BUILDING AND SAFETY DIVISION

Besides the hourly rate change, Building and Safety is proposing modest changes to its trade-specific Permit Filing fees (charged on all applications) and Permit Extension fee (upon request from applicants whose Mechanical, Electrical, or Plumbing-only permits would otherwise expire). The Filing fee is currently \$22 and was last changed in July 2015. This fee covers the basic cost of administering a new application—taking it in, inputting/uploading documents as needed, and ensuring its routing through the review system. The new rate of \$62.50 was set at an estimated one-quarter hour of staff time. This new rate remains significantly lower than many neighboring jurisdictions including Oakland (\$79), Albany (\$82), and Richmond (\$135). The trade-specific Permit Extension fees have also not changed since July 2015, and are proposed to go from \$57 to \$75. In both cases, staff believe higher fee rates could be justified, but prefer to keep these at the lowest level possible while still covering City costs, since they apply to every permit applicant regardless of project size. See Attachment 2 for full details.

The Building and Safety fee schedule also establishes fees for two permit types which previously have not been included:

- The Undocumented Accessory Dwelling Unit Amnesty permit will begin in January, 2025 (about which staff will communicate to Council in more detail later). In brief, this new permit will provide a path to legalization of existing ADU dwelling units which were created without proper permits at an earlier time. This will fulfill a previous Council referral, aiming to retain existing units of housing while helping ensure they are safe and legal. The fees for this new permit will include an application fee of \$250, an initial inspection fee of \$250 (to ensure safe conditions), and if needed subsequent re-inspection fees of \$250 each, until safe and legal conditions can be confirmed. The Building and Safety Division's hourly Administrative Services Fee of

\$250/hour will cover staff time for notarizing and recording Certificates of Compliance when requested by property owners.

- The City created its Exterior Elevated Elements (E3) program quickly after the Berkeley balcony collapse tragedy in 2015, and the program has become a model statewide. To date, the City has not charged the owners of properties with three or more units, who must comply every six years (rental buildings) or nine years (condos). In effect, the City has been subsidizing the program costs in the interest of immediate improvements to safety, but this is not sustainable. The proposed fees for \$375 every six years for multifamily rental buildings, and \$750 every nine years for condominium buildings, will cover program costs for notifying owners of the requirements, tracking compliance, and following up with notices and (when necessary) citations for non-compliant owners. The condominium fee is higher to cover the greater administrative costs of communicating with multiple building owner.

LAND USE PLANNING DIVISION

Most Land Use fees are based on hourly staff time rates, which are discussed above. Beyond those, staff are proposing a number of other changes to the Land Use part of the Planning Fee Schedule:

- Application fee: To date, Land Use has not had a basic application fee, instead including the costs of initial intake and review with the larger time-based costs for each kind of discretionary application: Use Permits and Modifications, Administrative Use Permits, Variances, Condominium Conversion, etc. Most Zoning applications are now received by email, and City practice has been to not charge any fees for an application until the initial 30-day completeness review is completed, and then to charge fees based on the application type. State law, however, now imposes tight initial completeness review timelines on staff for most such applications. As a result, the City has been incurring significant costs under strict state-imposed timeframes, prior to having the ability to recoup any of those expenses. The proposed \$500 application fee (set at two hours of staff time) would be assessed as part of initial application submittal. Then, the subsequent fee for each specific application type (Use Permits, AUPs, etc.) is being *reduced* by the same \$500 (two hours) amount, so that this change has no net effect on applicants, but does allow the city to cover its costs for the initial application review. Note: The new application fee does not apply to lower-level application types, such as Zoning Certificates.
- ZAB Public Hearings: Many discretionary applications are required by the Zoning Ordinance to be heard by the Zoning Adjustments Board prior to permit issuance. While some of these costs are included within the permit application fee (notably, the staff time of the assigned project planner), the administrative logistics of a ZAB hearing are not. The current ZAB Public Hearing fee of \$1,025 was last updated in 2010. Staff are proposing a new rate of \$1,250 to cover administrative

staff time for site posting and mailing, meeting materials preparation and distribution, and the costs of the meeting site.

- A handful of fees in the Land Use section are not based on hourly staff time rates. These include certain Design Review functions, Mills Act applications, and the Coordinated Sign Design program. These fees were last updated effective July 2022; staff propose an across-the-board 10% increase to keep pace with inflation since then.
- Changes with no monetary effect: Staff have also taken this opportunity to refine and clarify elements of the Land Use fee schedule for transparency and ease of application. These changes are also highlighted in red in Attachment 2, and include:
 - Renaming the different “Tiers” of AUP applications to mirror the hierarchy commonly used for other Planning Department applications, with Tier 1 the most complex and Tier 3 the least complex.
 - Streamlining the Use Permit and Variance application types.
 - Better defining types of Zoning Certificate reviews to acknowledge the greater number of application types which now qualify for simpler and/or ministerial reviews, including many ADU projects.
 - Removing the Landmarks Preservation Commission Public Hearing fee, which was incorrectly added in a prior fee schedule update (no such fee is authorized, and none has ever been charged).
 - Relocating the fee for new State-mandated Preliminary Development Applications under SB35 and SB330. This fee was also significantly reduced to reflect actual practice.

TOXICS MANAGEMENT DIVISION

TMD regulates, monitors and inspects a range of activities in Berkeley which involve storage or handling of hazardous materials. In addition to its hourly staff time rate, TMD has non-hourly based fees to cover permits for underground and above-ground storage tanks, hazardous materials response planning, hazardous waste generation and treatment, and site remediation, among other activities. Those fees have not been raised in 10 years, and are proposed here to increase by 15% across-the-board, much lower than the cumulative inflation rate since the last increase. These increases would bring fees in line with the costs incurred by the City to administer the respective services.

RENTAL HOUSING SAFETY PROGRAM

RHSP proactively inspects all rental housing units in the City, and reactively inspects in response to complaints. In addition, owners of every rental unit must self-inspect their units each year and complete a checklist documenting the inspection. RHSP bills rental property owners annually for the costs of these services. Staff proposed increasing the annual fees from \$56 to \$60 per unit, or from \$28 to \$30 per room for residential hotels and boarding houses. This proposed 7% fee increase is less than the estimated 20%

inflation increase since July 1, 2020, when the current fee was set. The new fee rate will help cover staff costs and other rising program costs.

The work of the Planning and Development Department supports a number of City Strategic Plan goals, including creating affordable housing and housing support services for our most vulnerable community members; creating a resilient, safe, connected, and prepared city; being a global leader in addressing climate change, advancing environmental justice, and protecting the environment; and being a customer-focused organization that provides excellent, timely, easily-accessible service and information to the community.

BACKGROUND

The costs of most of the work of the Planning and Development Department is covered through fees collected for services and deposited into dedicated enterprise funds, such as the Rental Housing Safety Program (Fund 129), the Consolidated Unified Program Agency (CUPA, Fund 622), and the largest of these, the Permit Service Center Fund (621), which takes in all Building and Zoning fees. While RHSP and CUPA have always been self-sustaining, through fees charged directly to customers each year, the Permit Service Center Fund balance has varied widely, and has been negative in 12 of the 28 individual years since its creation in 1997, reflective of the cyclical nature of construction. Between 1997 and 2005, the City Council subsidized the PSC fund with General Fund dollars to make up for annual permit revenue shortfalls as needed, but since 2005 the PSC fund has been wholly self-sustaining. The fund maintained a strong positive balance during the upcycle construction activity since 2017, but projects shortfalls in the current two-year budget cycle, for which fee increases are being requested.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

Many activities administered and services provided through the Planning and Development Department support City sustainability goals, including green building codes, re-use of building materials and waste diversion, and a broad array of programs to encourage use of building materials with less embodied carbon and cleaner electric building systems.

RATIONALE FOR RECOMMENDATION

Increasing hourly rate fees for services provided by staff will allow the City to recoup its actual costs spent on staff-intensive services, including permit application reviews and building inspections. Increasing the non-hourly fees described in this report will cover the City costs for those services without reducing the timeliness or efficiency of the service delivery.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Jordan Klein, Director, Planning and Development Department, (510) 981-7534
Jim Bondi, Associate Management Analyst, Planning and Development Department,
(510) 981-7428

Attachments:

- 1: Resolution
Exhibit A: New Planning Fee Schedule, clean
- 2: Proposed New Planning Fee schedule, changes tracked
- 3: Public Hearing Notice

RESOLUTION NO. ##,###-N.S.

FEES: SERVICES PROVIDED BY THE PLANNING AND DEVELOPMENT
DEPARTMENT

WHEREAS, on May 16, 2017, Resolution No. 67,985-N.S. established fees for development-related services provided by the Planning and Development Department; and

WHEREAS, certain specific fee rates were amended on May 28, 2019 in Resolution No. 68,940-N.S., July 27, 2021 in Resolution No. 69,989-N.S., May 24, 2022 in Resolution No., 70,371-N.S., and November 29, 2022 in Resolution No. 70,621-N.S.; and

WHEREAS, the hourly base rate for staff services provided by the Department's Building and Safety Division has not been increased since 2017, the hourly base rate for staff services provided by the Land Use Planning Division has not been increased since 2022, the hourly base rate for staff services provided by the Toxics Management Division has not been increased since 2014, and the hourly base rate for staff services provided by the Office of the Planning Director and other non-division staff has not been increased since 2017; and

WHEREAS, the current staff time rates for all Planning staff services have not kept up with City costs incurred to deliver services since the previous rate adjustments; and

WHEREAS, certain other fees throughout the Planning Department fee schedule which are not based on hourly staff time increments have not kept up with City costs since last adjusted, including building permit application and extension fees, Land Use Planning application fees, Toxics Management Division hazardous materials regulation and oversight fees, and Rental Housing Safety Program per-unit and per-room annual fees; and

WHEREAS, fees have not previously been established for certain permit programs to ensure building safety through Exterior Elevated Elements inspections, and for safe legalization of existing housing units under the Undocumented Accessory Dwelling Unit Amnesty permits; and

WHEREAS, the Council of the City of Berkeley held a public hearing on May 21, 2024 to review the proposed changes to the fee schedule, attached hereto as Exhibit A to this resolution.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that fees for all services provided by the Planning and Development Department shall be as set forth in Exhibit A, attached hereto and incorporated herein, with an effective date of July 1, 2024.

BE IT FURTHER RESOLVED that portions of Resolution No. 67,985-N.S. and all subsequent amendments are hereby rescinded, effective July 1, 2024.

Exhibits:

A: Fee Schedule

Exhibit A			
CITY OF BERKELEY			
PLANNING AND DEVELOPMENT DEPARTMENT FEE SCHEDULE			
CHAPTER A - BUILDING & SAFETY			
FEE TYPE / DESCRIPTION		FEE	REMARKS
I.	FILING FEE - ALL PERMITS	\$ 62.50	Including revisions and deferred submittals,
II.	BUILDING PERMITS:		
	Minimum Permit Fee	\$ 100.00	for value of improvements up to \$3,000
	Building Permit Fee	\$ 2.20	per \$100 value of improvements over \$3,000
	Regular Plan Check Fee (includes over-counter building, mechanical, electrical, and plumbing permits)	65%	of Building, mechanical, electrical, and plumbing Permit Fee
	Plan check revision to plans already plan checked	\$ 250.00	per hour with a minimum of one hour (Hourly plan check does not include review of major re-design)
	Special Accelerated Plan Check Fee		Additional 80% of Regular Plan Check Fee
	Plan check revisions to plans already plan checked under accelerated procedure	\$ 375.00	per hour with a minimum of one hour (Hourly plan check does not include review of major re-design)
	Fourth and subsequent plan check submittal	\$ 250.00	per hour with a minimum of one hour
	Title 24: Disabled Access	12%	of Building Permit Fee
	Title 24: Energy Compliance	12%	of Building Permit Fee
	Fire Plan Check	7%	of Building Permit Fee
	Community planning fee for General Plan and Zoning Ordinance Maintenance	5%	of Building Permit Fee
	Sustainable development/green building	6%	of Building Permit Fee
	Permit extensions:		
	1st extension	\$ 250.00	
	Each additional extension	\$ 500.00	
	Application extensions:		
	1st extension	\$ 250.00	
	2nd and 3rd extension	\$ 500.00	
	Re-Inspections	\$ 250.00	per hour with minimum of one hour.
	Strong Motion Instrumentation (per State)	\$ 0.13	per \$1,000 value of improvements for residential properties (Or, as set forth by the State of California).
	Strong Motion Instrumentation (per State)	\$ 0.28	per \$1,000 value of improvements for apartments and commercial properties (Or, as set forth by the State of California).
	Building Standards, SB 1473	\$ 4.00	per \$100,000 value of improvements for apartments and commercial properties (or, as set forth by the State of California), with appropriate fractions thereof.
III	SIGN PERMITS		
	Minimum Permit Fee	\$ 100.00	up to \$3,000 value of improvements (signs)
	Sign Permit Fee	\$ 2.20	per \$100 value of improvement over \$3,000
	Sign Plan Check Fee	65%	of Sign Permit fee

FEE TYPE / DESCRIPTION		FEE	REMARKS
IV.	HOUSE MOVE PERMITS:		
	House Move	\$ 250.00	per hour of staff time with a minimum of one hour
V.	ELECTRICAL PERMITS:		
	Minimum Permit Fee	\$ 100.00	
	Permit Extension	\$ 75.00	
	A. New Residential Buildings and Additions	\$ 15.00	per each 100 square feet
	B. Industrial/Commercial Electrical Permit - Large Projects (above \$100,000 Value of Electrical Work) Permit Fee	1%	of the Value of Electrical Work
	NOTE: At applicant's option, all electrical permit fees may be itemized as follows:		
	C. Itemized Fees:		
	Service (new or changed)	\$ 11.90	per each 100 Amps
	Subpanel (new or changed)	\$ 11.90	per each 100 Amps
	Electrical Meters (new or changed)	\$ 7.20	each
	Altering/Changing Wiring	\$ 26.10	each change
	Solar/Photovoltaic Panels System	\$ 26.10	per system
	Branch Circuits	\$ 4.80	each
	Fixed Appliance Outlets	\$ 11.10	each
	Device Outlets (Receptacle, Switch, Light, Etc.)	\$ 2.70	each
	Motors	\$ 7.10	up to 10 horsepower (HP) total
	Each additional HP	\$ 1.90	
	Generators	\$ 7.20	up to 10 kilovolt (KV) total
	Each additional KV	\$ 1.90	
	Transformers	\$ 4.80	up to 10 KV total
	Each additional KV	\$ 1.90	
	Signs and Outline Lighting	\$ 26.50	per KV
	X-ray Capacitors	\$ 26.50	each
	Temporary Power Pole	\$ 26.50	per each 100 Amps
	Festoon Lighting	\$ 10.00	each
	Electric Vehicle Charging Station	\$15.90	each
	PG&E Service Recheck	\$11.90	Per each inspection of existing service for release to PG&E
VI.	MECHANICAL PERMITS:		
	Minimum Permit Fee	\$ 100.00	
	Permit Extension	\$ 75.00	
	Gas Appliances		
	Up to two mechanical appliances	\$ 13.00	per appliance
	Each additional appliance	\$ 12.00	
	Heating - Furnace/AC (Combination Unit, Central Heat, Central AC, or Heat Pumps)		
	Up to 100,000 BTU	\$ 39.70	per unit
	101,000 to 500,000 BTU	\$ 54.00	per unit
	Over 500,000 BTU	\$ 129.00	per unit
	Gas Piping Extension/Alteration/Repair	\$ 12.20	
	Gas Meter (new or changed)	\$ 13.10	
	Each Additional Gas Meter	\$ 9.10	
	Gas Pipe Outlets	\$ 5.60	each
	Gas Pressure Test only	\$ 14.10	per system
	Seismic Gas Shutoff Valve	\$ 10.00	each
	NOTE: Gas items may be charged on mechanical or plumbing permits, but not both.		

FEE TYPE / DESCRIPTION		FEE	REMARKS
	Hoods		
	Residential	\$ 11.80	each
	Commercial - Type I	\$ 129.00	each
	Commercial - Type II	\$ 79.70	each
	Vent, Flue or Chimney	\$ 13.10	each
	Pre-fabricated Fireplace	\$ 79.70	each
	Ducts, Fans, Registers, Dampers	\$ 11.90	each
	Air Handling Equipment (including powerheads)		
	up to 10,000 cfm	\$ 26.80	per unit
	over 10,000 cfm	\$ 39.90	per unit
	Boilers and Equipment		
	up to 100,000 BTU	\$ 39.90	per unit
	100,000 - 500,000 BTU	\$ 54.00	per unit
	over 500,000 BTU	\$ 129.00	per unit
VII.	PLUMBING PERMITS:		
	Minimum Permit Fee	\$ 100.00	
	Permit Extension	\$ 75.00	
	A. New Residential Buildings and Additions	\$ 15.00	per each 100 S.F.
	NOTE: At applicant's option, all electrical permit fees may be itemized as follows:		
	B. Itemized Fees:		
	Water Heater	\$ 12.20	each
	Solar Water Heater	\$ 12.20	each
	Fixtures (including-sanitary drainage and piping)	\$ 12.20	each
	Sanitary Sewer Lateral	\$ 34.00	each
	Subsoil Storm Drainage Piping	\$ 34.00	per system
	Removal of Illicit Connections	\$ 12.20	per system
	Water or Air Pressure Test	\$ 14.10	per system
	Stand Pipe System	\$ 129.10	per system
	Water Main, up to 25 Outlets	\$ 24.90	
	Each Additional Outlet	\$ 2.70	
	Water Meter	\$ 14.40	
	Each additional meter	\$ 8.40	
	Backflow Preventer	\$ 12.20	each
	Water Line, up to 25 Outlets	\$ 24.90	
	Each additional outlet	\$ 2.70	
	Hydronic Water Piping	\$ 24.90	per system
	Lawn Sprinklers System:		
	One or Two Family Dwellings	\$ 39.90	per system
	All other Occupancies	\$ 105.70	per system
	Swimming Pool Filtration System	\$ 129.10	per system
	Inside Rain Leader - per System	\$ 27.40	per system
	Gas Piping Extension/Alteration/Repair	\$ 12.20	per system
	Gas Meter (new or changed)	\$ 13.10	
	Each additional Gas Meter	\$ 9.10	
	Gas Pipe Outlets	\$ 5.60	each
	Gas Pressure Test Only	\$ 14.10	per system
	Seismic Gas Shutoff Valve	\$ 10.00	each
	NOTE: Gas items may be charged on mechanical permits, but not both.		
	Gray Water System:		
	One or Two Family Dwellings	\$ 39.90	per system
	All other Occupancies	\$ 105.70	per system
	Nonpotable Rainwater Catchment System:		
	One or Two Family Dwellings	\$ 39.90	per system
	All other Occupancies	\$ 105.70	per system

FEE TYPE / DESCRIPTION		FEE	REMARKS
VIII.	SEISMIC GAS SHUT-OFF VALVE GROUP INSTALLATION	\$ 50.00	flat rate per residence. This is a group rate for two or more residences on a block for coordinated inspection
IX.	SOLAR INSTALLATION PERMITS:		
	Solar Installation Permits		Fee covered under electrical, plumbing, mechanical and/or building permit fees
X.	INVESTIGATION FEE:		
	Investigation Fee		Equal to and in addition to the permit fee for scope of work performed without a permit and/or inspections
XI.	CODE COMPLIANCE INSPECTIONS (SPECIAL INSPECTION):		
	Business License Inspections (change of use or building vacant more than 6 months)	\$ 250.00	per hour of staff time, with minimum of one hour
XII.	CODE VIOLATION INSPECTIONS (VIOLATION OF CITY AND STATE CODES INCLUDING ANTI-BLIGHT ORDINANCE):		
	Initial Investigation of a complaint	No Fee	
	First Re-inspection of Violations	\$ 250.00	
	Second Re-inspection of Violations	\$ 375.00	
	Third Re-inspection of Violations	\$ 500.00	
	Additional Re-inspections	\$ 625.00	
	Administrative review fee	\$ 250.00	per hour of staff time, with minimum of one hour
XIII.	OTHER INSPECTIONS		
	Weekend Inspection	\$ 250.00	per hour, with a minimum of 4 hours
	Evening Inspection	\$ 250.00	per hour, with a minimum of 2 hours
	Certified Access Specialist (CAsp) Inspection	\$ 250.00	per hour, with a minimum of one hour
XIV.	TECHNOLOGY ENHANCEMENT FEE	5%	of Building, Electrical, Mechanical, Plumbing, Fire, and Public Works Permit Fees, and other applications such as ADU Amnesty and E3 programs
XV.	UNDOCUMENTED ACCESSORY DWELLING UNIT AMNESTY PERMIT		Filing fee also applies
	Amnesty Application Fee	\$250.00	
	Initial Inspection Fee	\$250.00	
	Amnesty Reinspection Fee	\$250.00	per hour with minimum of one hour.
XVI.	EXTERIOR ELEVATED ELEMENTS (E3)		Filing fee also applies
	E3 Multi-Family	\$375.00	per multifamily rental building with E3 and three or more units. Billed every six years at time property owners receive notice of the required periodic inspection.
	E3 Condominium	\$750.00	per condo building with E3 and three or more units. Billed every nine years at time property owners receive notice of the required periodic inspection.

FEE TYPE / DESCRIPTION		FEE	REMARKS
XVII.	MISCELLANEOUS		
	Duplication Fees		Amount specified in A.R. 3.8
	Pre-submittal Review/Consultation	\$ 250.00	per hour, with a minimum of one hour
	City Staff Review (For items that require review and which are not otherwise explicitly covered in Fee Schedule, such as Alternate Method Applications, Requests for Unreasonable Hardship Exceptions, Requests for Determinations, BORP Submittals, etc)	\$ 250.00	per hour, with a minimum of one hour
	Staff time required to follow-up on non-compliance	\$ 250.00	per hour, with a minimum of one hour
	Address Assignment	\$ 250.00	per hour, with a minimum of one hour
	Inspections for which no fee is specifically indicated	\$ 250.00	per hour, with a minimum of one hour
	Processing fee for refunds	Per BMC 7.20.050	or hourly charges based on time spent, with a minimum of one hour at staff time rate of \$250
	Seismic Evaluation Report: Report Review (includes 1 recheck)	\$612.00	
	Administrative Services Fee	\$250.00	For services provided by administrative staff outside of plan check or permitting services charged elsewhere; e.g. processing documents, recording notices, researching records

CHAPTER B - LAND USE PLANNING						
FEE TYPE / DESCRIPTION					FEE	REMARKS
I.	Application Fee: AUP, UP, VAR, MOD, DR, LM, Condo Conversion				\$ 500	Application fee to cover intake and initial completeness review: Assumes 2 hours.
II.	Administrative Use Permit (AUP)					
		1.	Tier 1 - Most complex projects		\$ 4,500	Base fee deposit assumes 18 hours. Add \$250 per each additional hour of staff time.
		2.	Tier 2 - Intermediately complex projects		\$ 3,500	Assumes 14 hours
		3.	Tier 3 - Least complex projects		\$ 1,500	Assumes 6 hours
		4.	Each Additional AUP required in addition to primary application		\$ 500	Assumes 2 hours
III.	Use Permit (UP) with public hearing					
		1.	Use Permit		\$ 5,500	Base fee deposit assumes 22 hours. Add \$250 per each additional hour of staff time.
		2.	ZAB Public Hearing (per hearing, in addition to permit fees).		\$ 1,250	Assumes 5 hours; includes materials
IV.	Variance					
		1.	Tier 1 - All Variances except inadvertent demolitions		\$ 5,500	Base fee deposit assumes 22 hours. Add \$250 per each additional hour of staff time.
		2.	Tier 2 - Inadvertent Demolition of Residential Structure		\$ 9,500	Base fee deposit assumes 38 hours. Add \$250 per each additional hour of staff time.
		3.	Each Additional AUP, UP or Variance in addition to primary application		\$ 500	Assumes 2 hours
		4.	ZAB Public Hearing (per project in addition to permit fees)		\$ 1,250	Assumes 5 hours including materials
V.	Zoning Certificate (ministerial permits)					
	A.	All Zoning Certificate (ZC) reviews (e.g. ZCs for Business License, Home Occupations, and Short-Term Rentals), EXCEPT as noted below:			\$ 250	Assumes 1 hour
		1.	Business License review - continuation of lawful existing use		\$ -	No fee for continuation of existing legal use
		2.	Accessory Dwelling Unit Neighborhood Notice		\$ 500	Assumes 2 hours for neighborhood notices and documentation (Plan check is billed separately, with Building Permit)
		3	Accessory Dwelling Unit Plan Check		\$ 250	Assumes 1 hour for review.
		4.	Additional staff time (work performed beyond the time covered by the fees above)		\$ 250	Per hour of staff time
	B. Building Permit review					
		1.	Project with Administrative Use Permit (including new main buildings)		\$ 500	Assumes 2 hours
		2.	New main buildings (no Administrative Use Permit)		\$ 1,000	Assumes 4 hours
		a	1--19 residential units (Residential and/or Mixed-Use)		\$ 500	Assumes 2 hours
		b	20+ residential units (Residential and/or Mixed-Use)		\$ 1,000	Assumes 4 hours
		c	Nonresidential building (no residential uses)		\$ 1,000	Assumes 4 hours
		3.	Additions, Tenant Improvements, projects not listed above		\$ 500	Assumes 2 hours
		4.	Accessory Dwelling Unit Plan Check		\$ 250	Assumes 1 hour
		5.	Landmark review		\$ 250	Assumes 1 hour
		6.	In-kind Repair/Replacement (e.g. window replacement, dry rot repair, etc.)		\$ 125	Assumes half hour
		7.	Fourth and subsequent plan check submittal		\$ 250	per hour of staff time

FEE TYPE / DESCRIPTION				FEE	REMARKS
VI.	Modification / Transfer				
		1.	Administrative Use Permit Modification (to existing AUP, or modification to UP allowed with an AUP)	\$ 1,500	Assumes 6 hours
		2.	Use Permit Modification (ZAB Review - Permit not exercised)	\$ 3,000	Base fee deposit assumes 12 hours. Add \$250 per additional hour of staff time.
		3.	Use Permit Modification (ZAB Review - Exercised Permit)	\$ 5,500	Base fee deposit assumes 22 hours. Add \$250 per additional hour of staff time.
		4.	Transfer of Administrative Use Permit / Use Permit	\$ 250	Per hour of staff time
		5.	Public Hearing (per hearing, in addition to permit fees)	\$ 1,250	Assumes 5 hours incl materials
VII.	Environmental Review				
	A. California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA)				
		1.	Initial Study resulting in a Negative Declaration or Mitigated Negative Declaration	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
		2.	Environmental Impact Report (EIR)	\$ 10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
		B. Mitigation Monitoring		\$ 4,000	Base fee Deposit assumes 16 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
		C. Notices - NOE, NOD, etc.		\$ 1,000	Assumes 4 hours. Fee applies when notices are filed by the City on behalf of the applicant / City after all appeals are heard
VIII.	Design Review				
	A. Administrative Design Review				
		1.	Project valued under \$50,000	\$ 2,000	Assumes 8 hours
		2.	Project valued at \$50,000 to \$2,000,000	\$ 3,000	Assumes 12 hours
		3.	Project valued over \$2,000,000	\$ 4,000	Base fee deposit assumes 16 hours. Add \$250 per hour for staff time beyond 16 hours.
		4.	Signs/Awnings	\$ 500	Assumes 2 hours
	B. Design Review Committee				
		1.	Project valued under \$50,000	\$ 3,000	Assumes 12 hours
		2.	Project valued at \$50,000 to \$2,000,000	\$ 4,000	Assumes 16 hours
		3.	Project valued over \$2,000,000	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
	C. Final Review with the DRC				
		1.	Project valued under \$50,000	\$ 1,375	
		2.	Project valued at \$50,000 - \$150,000	\$ 1,650	
		3.	Project valued over \$150,000	\$ 4,675	
	D. Additional Preview (existing fee, relocated from Sec. VII.B above)			\$ 550	
	E. Modifications - DRC Projects			\$ 1,000	
	F. DRC Public Hearing (per hearing, in addition to permit fees)			\$ 1,250	Assumes 5 hours, includes materials

FEE TYPE / DESCRIPTION				FEE	REMARKS
IX.	Landmarks Preservation Commission Review				
	A.	Initiation			
		1.	Structure	\$ 50	As set by the Landmarks Preservation Ordinance. BMC 3.24.340.A
		2.	District	\$ 100	As set by the Landmarks Preservation Ordinance, BMC 3.24.340.B
	B.	Design Review - Structural Alteration (non-residential only)			
		1.	Project valued under \$50,000	\$ 2,200	
		2.	Project valued between \$50,001 and \$1,999,999	\$ 3,300	
		3.	Project valued at \$2,000,000 or more	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
	C.	Design Review - Signs and Awnings		\$ 1,100	
	D.	Demolition Review (non-residential structures 40 or more years old as required under Section 23C.08.050C of the Zoning Ordinance)		\$ 1,320	
	E.	Mills Act Historical Contract Processing - payable upon application (one-time payment)		\$ 4,620	
	F.	Mills Act Historical Contract Monitoring			
		1.	Payable upon application to cover 5 contract years	\$ 2,750	
		2.	Assessed at the beginning of each subsequent 5 years	\$ 2,750	
	X.	Appeals			
	A.	Non-Applicant Appeal of AUP		\$ 500	
	B.	Reduced Non-Applicant Appeal of AUP: Fee reduced if signed by persons who lease or own at least 35 percent of the parcels or dwelling units within 300 feet of the project site, or at least 20 such persons (not including dependent children), whichever is less		\$ 200	
	C.	Non-Applicant Appeals of ZAB or LPC		\$ 1,500	
	D.	Reduced Non-Applicant Appeals of ZAB or LPC: Fee reduced if appeal is signed by persons who lease or own at least 50 percent of the parcels or dwelling units within 300 feet of the project site, or at least 25 such persons (not including dependent children), whichever is less		\$ 500	
	E.	Appeal of AUP by Applicants		\$ 4,000	Assumes 16 hours
	F.	Appeal of ZAB or LPC by Applicants		\$ 6,000	Assumes 24 hours
	G.	Appeal of DRSL or DRC by Non-Applicant		\$ 500	
	H.	Appeal of DRSL or DRC by Applicant		\$ 4,000	Assumes 16 hours
	I.	Non-Applicant Appeals of all affordable housing projects (defined as projects which provide 50% or more affordable units for households at 80% or less of Area Median Income)		\$ 500	
	J.	Appeal to address processing error by staff		Fee Waived	
	XI.	Plan Amendments, Reclassification Requests, and Waterfront Master Development Plan permits*			
	A.	General Plan Amendment		\$ 10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour for staff time, plus direct cost for consultants
	B.	Specific Plan Amendment		\$ 10,000	
	C.	Rezoning / Reclassification Request		\$ 10,000	
	D.	Waterfront Master Development Plan Permit		\$ 10,000	
	XII.	CONDOMINIUM			
	A.	Rent Board Review		\$ 125	per unit
	B.	Notice of Local Law Compliance		\$ 4,000	Assumes 16 hours
	C.	Conversion to Condominiums - <u>one to four units</u>		\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
	D.	Conversion to Condominiums - <u>five or more units</u>		\$ 10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour for staff time.
	E.	Appeal of an Administrative Determination on Conversion of a TIC to the Planning Commission by an Applicant		\$ 4,000	Assumes 16 hours
	F.	Appeal of Planning Commission Determination on Conversion to the City Council by an Applicant		\$ 6,000	Assumes 24 hours
	G.	Appeal of Planning Commission Determination on Conversion to the City Council by a Non-Applicant		\$ 4,000	Assumes 16 hours

FEE TYPE / DESCRIPTION				FEE	REMARKS
XIII.	Miscellaneous Fees				
	A.	Penalty for Late Filing (When Zoning Permit, Use Permit or Variance is required for work already performed)		100%	of applicable fee(s)
	B.	Zoning Complaint Re-inspection			
		1.	First Re-inspection	\$ 250	
		2.	Second Re-inspection	\$ 375	
		3.	Third Re-inspection and all inspections thereafter	\$ 500	
	C.	Agenda Subscriptions and Mailing Fees		Amount specified per A. R. 3.8	
	D.	Publications and Duplication of Records		Amount specified per A. R. 3.8	
	E.	Maps - large, color		\$ 36.00	
	F.	Duplication of Zoning Adjustments Board, Landmarks Preservation Commission, and Design Review Commission meeting recordings		Amount specified per A. R. 3.8	
	G.	Microfilm Duplication Fee		Amount specified per A.R. 3.8	
	H.	Records Management Fee		\$ 55	per application
	I.	Letters Regarding Status of Properties		\$ 250	per hour, 2 hour min.
	J.	Housing Density Bonus Analysis - if separate from other permits		\$ 250	per hour of staff time
	K.	Zoning Research		\$ 250	per hour, 2 hour min.
	L.	Oak Tree Review		\$ 250	per hour, 1 hour min., plus consultant costs
	M.	Use Permit Monitoring		\$ 250	per hour of staff time
	N.	Pre-application Reviews			
		1.	Staff level review	\$ 1,000	Assumes 4 hours
		2.	Zoning Adjustments Board / Design Review Committee / Landmarks Preservation Commission / Planning Commission Review (at staff discretion in consultation with the applicant)	\$ 4,000	Assumes 16 hours
		3	SB35, SB330, other Preliminary Development application reviews as required by State law	\$ 1,000	Base fee Deposit assumes 4 hours. Add \$250 per additional hour for staff time, plus other cost recovery as expended
	O.	Dedicated Project Review: In addition to all required fees, applicants may request (or the City may require) dedicated project review in which the applicant pays the City for staff overtime or to contract with a consulting firm with particular relevant expertise to review the application. In such instances, the applicant shall remit a deposit equal to the total amount of the contract, based on the bids received by the City pursuant to its purchasing procedures. Progress billings will be made if charges are expected to exceed deposit; prompt payment of bills will assure continued project review. Failure to remit a progress payment within an appropriate time frame, as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal.		At cost	
	P.	Community Planning Fee for General Plan and Zoning Ordinance Maintenance		15%	Surcharge on all Applications for AUP, UP, Modification and/or Variance.
	Q	Coordinated Sign Design Program Fee		\$ 2,217	Sign program to cover multiple signs in one building or development
NOTE: The minimum deposits listed are intended to reflect typical project costs. Progress billings will be made during review of a project if charges exceed the deposit: prompt payment of bills will assure continued project review. Failure to remit a progress payment within the appropriate time frame as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal. All fees are required to be paid prior to scheduling the item for Council consideration.					

Chapter C - TOXICS MANAGEMENT DIVISION

Certified Unified Program Agency (CUPA)

Description				FEE
SECTION 1: Underground Storage Tanks (USTs) Fees				
1)	Annual Operating Permit			
a.	First Tank Per Facility			\$1,811
b.	Each Additional Tank			\$604
2)	Miscellaneous Fees			
a.	New Installation			
	Base Fee (includes one tank)			\$4,830
	Each Additional Tank			\$604
	Additional Reviews/Inspections			\$250/hour
b.	Closure/Removal - Business			
	Base Fee (includes one tank)			\$1,811
	Each Additional Tank			\$845
	Additional Reviews/Inspections			\$250/hour
c.	Closure/Removal – Residential – Per Tank			\$725
d.	Inspection or Repair/Replacement/Modification			\$250/hour
SECTION 2: Aboveground Petroleum Storage Act (APSA)				
1)	APSA Annual Fee Per Regulated Facility (<10,000 gal.)			\$242
2)	APSA Annual Fee Per Regulated Facility (≥10,000 gal.)			\$362
3)	Additional Inspection/Review			\$250/hour
SECTION 3: Hazardous Materials Business Plan (HMBP) Fees				
1)	Annual Fees - Hazardous Materials Release Response Plans (HMRRP) and Inventory Registration. Fees are based on total number of hazardous materials present (Table 1) and aggregate quantity of hazardous materials (Table 2). NOTE: All solids are measured in pounds, liquids in gallons, and gases in cubic feet at Standard Temperature and Pressure (STP).			
			FEES	
			A-1	\$362
			A-2	\$725
			A-3	\$1,389
			A-4	\$2,053
			A-5	\$3,381
			B-1	\$483
			B-2	\$906
			B-3	\$1,811
			B-4	\$2,717
			B-5	\$3,864
			C-1	\$544
			C-2	\$1,087
			C-3	\$2,234
			C-4	\$3,381
			C-5	\$4,347
			D-1	\$665
			D-2	\$1,328
			D-3	\$2,717
			D-4	\$4,046
			D-5	\$5,072

Table 1. TOTAL NUMBER OF HAZARDOUS MATERIALS ON SITE			
Type	Range		
A	1 - 10		
B	11 - 25		
C	26 - 50		
D	>50		

Table 2. AGGREGATE MAXIMUM QUANTITY OF HAZARDOUS MATERIALS ON SITE				
	Gallons	Cu. Ft.	Lbs.	
1	55 - 275	200 - 999	500 - 999	
2	276 - 549	1,000 - 4,999	1,000 - 9,999	
3	550 - 999	5,000 - 24,999	10,000 - 24,999	
4	1,000 - 10,000	25,000 - 100,000	25,000 - 100,000	
5	>10,000	>100,000	>100,000	

Table 1. TOTAL NUMBER OF HAZARDOUS MATERIALS ON SITE

Type	Range
A	1 - 10
B	11 - 25
C	26 - 50
D	>50

Table 2. AGGREGATE MAXIMUM QUANTITY OF HAZARDOUS MATERIALS ON SITE

	Gallons	Cu. Ft.	Lbs.
1	55 - 275	200 - 999	500 - 999
2	276 - 549	1,000 - 4,999	1,000 - 9,999
3	550 - 999	5,000 - 24,999	10,000 - 24,999
4	1,000 - 10,000	25,000 - 100,000	25,000 - 100,000
5	>10,000	>100,000	>100,000

b. Etiological Agent Registration Fee	\$242
c. Radiological Materials Registration Fee	\$242
d. Limited hazardous materials registration for businesses handling hazardous materials under the <u>BMC Title 15</u> threshold but must report under Chapter 50 of the California Fire Code	\$242
e. Facilities subject to HMBP disclosure under BMC Title 15 due to the handling of gases that are classified as a hazard for purposes of Section 5194 of Title 8 of the California Code of Regulations only for hazards due to simple asphyxiation or release of pressure, in aggregate quantities <1,000 cubic feet	\$242
SECTION 4: Hazardous Waste Generator and Treater Permit and Registration Fees	
1) Annual Fees	
a. < 55 Gallons per year	\$242
b. >= 55 Gallons and <2Tons	\$299
c. >= 2 Tons and <5 Tons	\$362
d. >= 5 Tons and <12 Tons	\$1,087
e. >= 12 Tons and <25 Tons	\$2,294
f. >= 25 Tons and <50 Tons	\$4,830
g. >= 50 Tons and <125 Tons	\$7,004
h. >= 125 Tons to < 250 Tons	\$8,211
i. >= 250 Tons to < 500 Tons	\$15,215
j. >= 500 Tons and < 1,000	\$24,633
k. >= 1,000 Tons to <2,000 Tons	\$35,501
l. >= 2,000 Tons to < 4,000 Tons	\$47,817
m. >= 4,000 Tons	\$62,790
n. Acutely Hazardous Waste (>1 kg./month) Registration fee	\$483
o. Hazardous Waste Contingency Plan Review for Treatment, Storage, Disposal Permitted Waste Facilities	\$250/hour
p. Conditionally Exempted Permit Fee	\$483
q. Conditionally Authorized Permit Fee	\$845
r. Permit by Rule	\$2,053
SECTION 5: Site Remediation and Investigation Fees	
1) Report Reviews/Site Visits/Plan Checks	\$250/hour
2) Third Party Professional Reviews	Actual Cost plus handling
3) Additional Reviews/Inspections	\$250/hour
4) Subsurface Investigation Permits:	
a. Monitoring Wells Installation/Destruction	
First Well	\$483
Each Additional Well	\$173
b. Soil Borings (Three (3) feet or greater depth, per BMC 15.12.070.B)	
First Boring	\$242
Each Additional Boring	\$173
SECTION 6: Risk Management Plan Fees	
1) Third Party Professional Review	Actual Cost plus handling
2) Staff Participation in Hazardous Operability Study/Review/Oversight/Audit (1-hour min)	\$250/hour
3) Regulated Substance Registration fee (Extremely Hazardous)	
Program 1	\$5,796
Program 2	\$11,592
Program 3	\$16,181

SECTION 7: Miscellaneous Fees	
1) Miscellaneous hourly billing (all others)	\$250/hour
2) Copies of Documents	A.R. 3.8
3) Clerical Staff	\$140/hour
4) Permit Service Center Review Fee (1/2 hour minimum)	\$250/hour
5) Special Accelerated Review Fee, per customer request	Additional 80% of Regular Review Fee
6) Emergency Response and Oversight of Clean-up Activities from Spills and Releases (3-hour minimum)	\$250/hour
7) Emergency Response Contractor	Actual Cost plus handling
8) Emergency Response Materials	Actual Cost plus handling
9) Penalty for Late Filing of Annual HMBP (charged for every month after deadline)	10% or \$50 min. per month
10) Penalty for Late Filing of Annual HWG Report (charged for every month after deadline)	10% or \$50 min. per month
11) Penalty for nonpayment of fees:	
After 60 days of initial billing date, assess a 10% penalty of the billed amount.	10% penalty of the billed amount
After 120 days of initial billing date, assess an additional 15% penalty of the original billed amount.	An additional 15% penalty of the original billed amount
12) Penalty for businesses operating without a valid permit	Double the Fee
13) Penalty for unpermitted UST installation/removal/modification; well construction, installation, destruction and/or modification	Double the Fee
14) Administrative fee for lien processing	\$250/hour
15) Universal Waste (relocated from Section 4, above)	\$250/hour
SECTION 8: State Surcharge	
All applicable state surcharges determined by the State are required to be billed and collected from regulated facilities and remitted to CalEPA quarterly.	

CHAPTER D - ENGINEERING

FEE TYPE / DESCRIPTION	FEE	REMARKS
I. Engineering Fees		
1. Engineering work required for review or preparation of sewer plans and specifications	\$ 190.00 per hour	
2. Engineering work required in abandonment of easement	\$ 5,202.00	
3. Engineering work required in abandonment of streets, paths, walks, steps and similar public ways	\$ 8,918.00	
4. Whenever work is caused to be done under Federal, State or local law, whether such work is done under assessment district or improvement plan, public proceedings or private contract, a fee for engineering work and field inspection shall be charged for the following:		
a. Review of plans and specifications other than for sewer.	\$ 190.00 per hour	
b. Engineering work and inspection required for grading or regarding streets.	\$ 190.00 per hour	
c. Engineering work and inspection required for concrete sidewalks, curbs and gutter.	\$ 190.00 per hour	
d. Engineering work and inspection required for pavement in area of roadway.	\$ 190.00 per hour	
e. Engineering work and inspection required for culverts and drainage.	\$ 190.00 per hour \$ -	
f. Engineering work and inspection required for sewers.	\$ 190.00 per hour	
g. Engineering work and inspection required for structures of masonry construction of either brick or concrete.	\$ 190.00 per hour	
h. Engineering work and inspection required for construction storm water best management practices.	\$ 190.00 per hour	
i. Engineering work and inspection required for post -construction storm water best management practices	\$ 190.00 per hour	
(BMC 2.72.050)		
5. Moving and replacing street monuments, the charge will be the actual cost to the City.		
6. All engineering services in connection with work ordered or authorized by the Council or other work not specifically provided for herein, an hourly fee for office engineering and field inspection will be charged.	\$ 190.00 per hour	
7. Whenever engineering or inspection services are to be performed and fees paid therefore, as herein above provided in subsections 1, 4 and 5, a minimum fee corresponding to one hour of engineering work shall be charged.	\$ 190.00 per hour	
8 Field survey:		

FEE TYPE / DESCRIPTION	FEE	REMARKS
One-person party	\$ 190.00	per hour/person (4 hours minimum)
Two-person party	\$ 190.00	per hour/person (4 hours minimum)
Three-person party	\$ 190.00	per hour/person (4 hours minimum)
9. Public consultations or assistance rendered in records examination.	No fee	
10. Fees and charges provided herein for work performed on Saturdays, Sundays and holidays.	Double the fee	

(BMC 2.72.050)

II. SIDEWALK CONSTRUCTION AND REPAIR

A. Fees - Streets, Sidewalks and Other Public Property

For permits and field inspection, the following fees or charges shall be paid in advance to the Planning and Development Department of the City:

1. Permits: All permits shall be \$127 for each such permit issued. All permits issued hereunder shall expire ninety days after issuance and there shall be no refund of the permit charge. In the exercise of his reasonable discretion and for good cause shown, the Director of Public Works or his/her designee may waive or reduce the permit and inspection fees for sidewalk work which is necessitated by the root damage from City owned trees.
2. Field Inspection: The charge for field inspection shall be as follows:

a. Curbing	\$ 28.00	for each ten L.F. or fraction thereof
b. Curb and Gutter	\$ 28.00	for each ten L.F. or fraction thereof
c. Sidewalks	\$ 28.00	for each 100 sq. ft or fraction thereof
d. Driveway approach: Same charge as for sidewalks.	\$ 28.00	per 100 sq. ft or fraction thereof

(BMC 16.04.110)

B. Permit - Cash Deposit or Bond in Lieu Required - Conditions

1. When construction is to be performed pursuant to the provisions of this chapter, the sum of \$1,376 for each permit shall be deposited with the Department of Planning and Development as a guaranty that all work, including excavation, stockpiling materials, protection and repair of property in the public right-of-way including shrubs, maintenance of pedestrian and vehicular safety and convenience, and cleanup, will be done in a proper and workmanlike manner and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee.
2. In lieu of such deposit for each permit, a surety company faithful performance bond in the amount of \$11,305 may be filed with the Planning and Development Department. Such bond shall be conditioned that all construction of sidewalks, parking steps, driveway approaches, curbs or curbs and gutters shall be done in a proper and workmanlike manner, and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee. Any such bond may be conditioned as a continuing bond and not be limited to any particular location in the City. The form of such bond shall be approved by the City Attorney.

FEE TYPE / DESCRIPTION	FEE	REMARKS
3. In the event the work is not done in a proper and workmanlike manner, or not done in accordance with the requirements of this chapter or any other ordinance or requirements of the City, or not done to the satisfaction of the Director of Public Works or his/her designee, the City may perform or cause to have performed the necessary construction work, repair work or cleanup work and deduct the cost thereof from said deposit or require the cost thereof to be paid by said surety company on its bond.		
4. In the exercise of his reasonable discretion and for good cause shown, the Director of Public Works or his/her designee may waive or reduce the deposit or bond required by this section in order to encourage property owners to do or cause to have done the work provided for hereunder; provided, that if such work is not being performed in a satisfactory and timely manner, the Director of Public Works or his/her designee may order that the deposit or bond required by this section be filed and the work stopped until such filing is made. (BMC 16.04.130)		

III. SANITARY AND STORM DRAIN SEWERS

A. Sewer and Storm Drain Construction Fees

1. The following fees shall be paid to the Planning and Development Department for sewer and storm drain construction:
 - a. For each permit for lateral sewer or storm drain construction within the public right-of-way or other public easement \$127.
 - b. For inspection of lateral sewer or storm drain construction within the public street area and connection to the existing sewer or storm drain main \$206 for each month or fraction thereof between issuance of the permit and final inspection and approval by a City Inspector.
 - c. For inspection of construction of sewer or storm drain mains in the public right-of-way or other public easement, and for inspection of lateral sewer or storm drain construction in the public street area, without connection to main \$190 per hour.
 - d. For engineering work and inspection required in establishing backline easements and re-use connections - \$190 per hour, two-hour minimum.
 - e. For sewer lateral capping, \$190 per hour, two-hour minimum.
 - f. For engineering work and inspection involved with mainlines and maintenance holes, \$190 per hour, two-hour
2. For any work performed, wholly or in part, without first secured the permit required by provisions of this section, the person firm or corporation having performed such work shall pay a permit fee which shall be five times the permit fee provided by this section, and five times the inspection charge for any month, or any fraction thereof, that the work has been in progress without a permit. All inspection fees shall be doubled for such inspection performed on Saturdays, Sundays and holidays.

(BMC 17.16.050)

B. Sewer Construction, Cash Deposit or Bond in Lieu of

1. When a sewer or storm drain is to be installed in the public right-of-way or other public easement, the sum of \$1,376 for each permit shall be deposited with the Planning and Development Department as a guaranty that all sewer or storm drain work, including backfill, street paving and cleanup, will be done in a proper and workmanlike manner.
2. In lieu of such deposit for each permit, a surety company faithful performance bond in the amount of \$11,306 may be filed with the Planning and Development Department. Such bond shall be conditioned that all sewer or storm drain work, including backfill, street paving and cleanup shall be done in a proper and workmanlike manner and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee.

(BMC 17.16.050)

FEE TYPE / DESCRIPTION	FEE	REMARKS
C. Private Sewer Lateral Certification (BMC 17.24.160)	\$ 150.00	Reso 63,262, July 2006

IV. EXCAVATIONS

A. Permit - Required - Application Time and Contents for Mains or Lateral Pipes

Whenever any person, firm or corporation desires to open trenches in the public streets or thoroughfares for the purpose of placing therein main or lateral pipes or conduits, other than lateral sewers, such person, firm or corporation shall make application in writing and obtain a permit from the Planning and Development Department not less than forty-eight hours in advance of his/her or its desire to so open trenches in said streets and thoroughfares, except in case of accident or emergency, in which case written notice shall be given within twenty-four hours after any such opening; provided however, that if said notice cannot be given because the office is closed, then written notice shall be given within eight hours after the office which issues said permits is open for business.

The application for the permit shall give the names of the streets in which trenches are to be opened and names of the cross streets between which said trenches are to be made. A permit fee of \$127 and shall be paid for each permit issued hereunder; except, however, that such fee shall not be charged against any entity exempt by law from the payment of such fees. An inspection fee of \$190 per hour shall be charged for all inspections. (BMC 16.12.030)

B. Compliance with Regulations Required

The permittee shall conduct all operations in accordance with the Excavations Ordinance (BMC Chapter 16.12) and the "Trench Excavation and Surface Restoration in the Public Right-of-Way -Regulations and Requirements," promulgated pursuant to said Ordinance (hereafter "Regulations.").

C. In-lieu Fees - Required When

For excavations in streets less than five (5) years from the date of application for a permit to excavate, permittee shall resurface the trenched area as provided by the Regulations. At the discretion of the Director of Public Works or his/her designee, such resurfacing requirements may be waived and the permittee shall pay an in-lieu fee as follows:

Type of Excavation	In -lieu Fee
Trench (excluding new service connections)	\$4.20 per square foot of street area required to be resurfaced by the regulations
Bell hole/new service connection	\$676 /bell hole or new service connection

V. STREET AND SIDEWALK USE PERMIT

A. Permit Fees

1. A permit fee of \$127 shall be charged for each street use permit issued below. In addition there shall be paid for the use of street area, curb or sidewalk in areas classified as commercial, R-3, R-4 and R-5 in the zoning ordinance, during construction for which a building permit or public works permit has been issued, or for which such permit is required, including all University of California construction projects located in City streets, a fee of \$7.50 per linear curb foot per month.

- a. Construction where storage of materials, debris or equipment is involved within the public right-of-way.
- b. House moving.
- c. Demolition where storage of materials, debris or equipment is involved within the public right-of-way.
- d. Debris boxes by contractors.
- e. Sidewalk seating, Benches and Planters (BMC 14.48.200)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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2. In the case of debris boxes used by homeowners, a fee of \$100 shall be charged, the inspection fees shall be waived.

(BMC 16.16.030)

3. In the case of Sidewalk Seating Tables and Chairs, a curb fee of \$7.50 per lineal foot per calendar year (no curb fee shall be charged for planters or benches)

B. Inspection Charges

Field inspections for the items in A1 above will be made by the City to insure that the permittee is maintaining a right-of-way for public, both in the sidewalk and street areas, provided, however, that inspection fees shall not be charged in the case of debris boxes used by homeowners. A charge of \$190 per hour for the first hour shall be made for such inspection service. If such inspection service exceeds one hour there shall be an additional charge of \$221 for each thirty days, or fraction thereof, that the permittee uses the streets or sidewalks pursuant to the permit issued hereunder. The hourly inspection charge for the first hour shall be doubled for inspections on Saturdays, Sundays and holidays. The hourly inspection charge shall be paid at the time the permit is issued and shall be based on the City's estimate of the time required for inspection service and the permittee's estimate of time for completion of all work, including cleanup and clearing the public right-of-way. If the work is unfinished at the expiration of the time estimated by the permittee, the permittee shall then deposit additional inspection fees based on estimate for completion of work

Such charge, if not paid, shall be deducted the surety company on its bond, if a surety bond has been filed in lieu of the required deposit.

A permit fee of \$17 for a single trip, or an annual fee of \$79 per year for a repetitive permit shall be charged for any overheight, overweight or overwidth vehicle or any overheight, or overwidth load being operated on any public street as defined in the State Vehicle Code. (BMC 16.16.130)

C. Increased Fees for Work Performed or Operation of Vehicle Without Permit

For any work performed, wholly or in part, or for the operation on any public street of an overheight, overweight or overwidth vehicle or any vehicle with an overheight, overweight or overwidth load as defined the State Vehicle Code, without first having secured the permit required by the provisions of this of this chapter, the person, firm or corporation having performed such work or operated such vehicle shall pay a permit fee which shall be five times the permit fee provided by this section, and an inspection charge five times the inspection charge provided by this chapter. (BMC 16.16.040)

D. Deposit - To Guarantee Removal of Materials or Equipment Required

As a guaranty to the City that such materials, appliances or other equipment so placed or stored on any street or sidewalk will be cleaned of all dirt, sand and debris of any kind to the satisfaction of the Public Works Director or his/her designee, and will be removed there from immediately upon the completion of such work, or at such time prior thereto when, in the judgment of said Public Works Director or his/her designee, the public interest or convenience will be best subserved thereby, said person, firm or corporation shall deposit with the Planning and Development Department the sum of \$1,376 for each permit issued under the provisions of this chapter. (BMC 16.16.070)

E. Deposit - Surety Bond in Lieu When - Conditions

In lieu of the deposit required by this chapter, a surety bond in the amount of \$11,306 may be filed with the Planning and Development Department, conditioned as a guaranty to the City that all costs for which any person, firm or corporation shall be liable, as in this section provided, will be paid upon demand therefore by the Public Works Director or his/her designee. Any such bond may be conditioned as a continuing bond and not be limited to any particular location in the City. Such bond shall be approved as to form by the City Attorney. (BMC 16.16.080)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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F. Waiver - Deposit and Bond

In the exercise of his reasonable discretion and for good cause shown, the Public Works Director or his/her designee may waive or reduce the deposit or bond required by this chapter, in order to encourage home owners to do or cause to be done the work herein. (BMC 16.16.050 and 16.16.080)

VI. NO PARKING SIGNS

No parking signs will be required in conjunction with all street use permits.

If it is determined by the Planning and Development Department that the use of the signs applied for will not be detrimental to public safety or general welfare, a permit will be issued for the use of such signs upon payment of a permit fee of \$34 and upon receiving the signed statement of the applicant agreeing to be bound by the conditions of the permit and these rules and regulations; provided, however, that an additional permit fee equal to the cost of a meter in the amount of \$79 per week shall be charged for each 20 feet of time limit zone and each meter for work requiring a time period of one month or more. In addition, a processing fee of \$15 shall be made for each sign posted.

Should an applicant need to replace previously issued No Parking signs which have been lost, stolen or damaged, a processing fee of \$5 shall be paid for each re-issued sign.

Seasonal Ground Signs (in the Public right-of-way) - \$83 for the first three signs and \$15 for each additional sign

VII. ENCROACHMENT PERMITS

The following fees for encroachment permits shall be paid in advance to the Planning and Development Department of the City:

1. A non-refundable application fee in the amount of \$454 for each permit below.

a. Minor encroachment permit: \$1,228 paid upon approval of permit.

b. Major encroachment permit: \$1,774 paid upon approval of permit.

2. Decorative non-commercial installation in a public right-of-way: a permit fee of \$127

3. Above ground planter: \$153

4. Inspection when required by the Director of Public Works or his/her designee: \$190 per hour.

5. Tieback and soil nail fee for tie backs soil nails less than or equal to 12 feet deep	\$	2,100.00	per tieback or soil nail
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6. Tieback and soil nail fee for tie backs soil nails less than or equal to 24 feet deep but more than 12 feet deep	\$	1,050.00	per tieback or soil nail
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7. Tieback and soil nail fee for tie backs soil nails greater than 24 feet deep	\$	525.00	per tieback or soil nail
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(BMC 16.18.025)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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VIII. SUBDIVISION FEES**A. Processing and Review**

The following fees or charges for processing and review of subdivision maps and certificates shall be paid in advance to the Planning and Development Department of the City:

1. Lot line adjustmenst filing fee (BMC 21.32.040)	\$	1,743.00	
2. Reversion to acreage filing fee (BMC 21.48.040)	\$	1,743.00	
3. Parcel mergers (BMC 21.52.060)			
Filing fee	\$	1,743.00	
Public hearing fee	\$	633.00	
4. Correction and amendment of a recorded map filing fee (BMC 21.56.050)	\$	1,445.00	
5. Certificate of compliance filing fee (BMC 21.60.050)	\$	1,743.00	
6. Tentative tract maps (BMC 21.16.043)			
Filing fee	\$	4,820.00	
Public hearing fee	\$	633.00	
7. Vesting tentative parcel maps filing fee (BMC 21.18.070)	\$	5,316.00	
8. Vesting tentative tract maps (BMC 21.18.070)			
Filing fee	\$	5,316.00	
Public hearing fee	\$	633.00	
9. Minor amendment to approve tentative map (BMC 21.16.080)			
Filing fee	\$	323.00	
Records Management fee	\$	50.00	
10. Major amendment to approved tentative map (BMC 21.16.080)			
Filing fee	\$	1,003.00	
Public Hearing fee	\$	633.00	
Records Management fee	\$	50.00	
11. Final tract maps (BMC 21.20.020)			
Filing fee	\$	376.00	
Map Checking fee	\$	181.00	/lot, parcel or unit
12. Parcel maps filing fee (BMC 21.24.040)	\$	4,820.00	
13. Office engineering fee (BMC 21.04.070)	\$	190.00	per hour

B. Deposit - Refundable

A deposit in the amount of \$588 shall be paid at the time of filing and, in addition to the filing fees, for the following:

Final maps; parcel maps; lot line adjustments; reversions to acreage; parcel mergers; corrections and amendments to recorded maps; and certificates of compliance.

NOTE: Such deposit shall be refunded upon the receipt by the City of a duplicate original of the recorded subdivision map, made upon a mylar material. If receipt of said mylar map is not made within six (6) months following the date the map was recorded, the City will permanently retain all of the deposit to defray the cost of obtaining a mylar copy of the recorded map for its records.

IX. CREEK FEES

FEE TYPE / DESCRIPTION		FEE	REMARKS
CEQA compliance certification, Fish and Game approval, and Section 401 Army Core of Engineer's permit must be completed prior to acceptance of the application by Public Works for approval.			
All horizontal distances are measured on the level and all vertical distances shall be measured perpendicular to the level horizontal.			
A. Creeks identification fee		\$ 495.00	
B. Creek permit base fee		\$ 988.00	
C. CEQA review fee for open creeks		\$ 741.00	
D. Public Works Commision hearing fee		\$ 741.00	
E. Additional fees: \$153 per hour x hours required		\$ 190.00	/hour
F. Records Management fee		\$ 50.00	

CHAPTER E - TRAFFIC ENGINEERING**A. Applications for residential, commercial, industrial and institutional projects (up to two rounds of plan checks)**

Project Valuation	Per 100 value over \$3000
Up to \$200,000	\$90 flat fee
\$200,001 - \$300,000	\$0.18 + \$90
\$300,001 - \$400,000	\$0.30 + \$90
\$400,001 - \$500,000	\$0.42 + \$90
\$500,001 - \$2,000,000	\$0.55 + \$90
\$2,000,001 - \$5,000,000	\$0.60 + \$90
Over \$5,000,000	\$0.65 + \$90

B. Miscellaneous Fees

FEE TYPE/DESCRIPTION		FEE	REMARKS
1.	Pre-application consultation or walk-in requests for advice	\$ 200.00	/hour (\$40 minimum under 15 minutes or each additional 15 minutes or fraction thereof)
2.	Peer review of traffic impact studies and EIRs submitted by traffic engineering consultants for large development projects	\$ 200.00	per staff hour
3.	Construction traffic plan monitoring	\$ 200.00	per staff hour
4.	Post-construction traffic monitoring	\$ 200.00	per staff hour
5.	Administrative Use Permits (when Traffic Engineering review is required)	\$ 400.00	base fee for up to two staff hours
		\$ 200.00	per hour in excess of first two staff hours
6.	Use Permits (when Traffic Engineering review is required)	\$ 800.00	base fee for up to four hours
		\$ 200.00	per hour in excess of first four staff hours
7.	Plan checking in excess of two rounds	\$ 200.00	per staff hour

CHAPTER F - RESIDENTIAL HOUSING SAFETY PROGRAM (RHSP)

The following represents the fee schedule for habitability inspections performed by Housing Code Enforcement and the administration of the Rental Housing Safety Program (RHSP).

REINSPECTION FEES

TYPE OF INSPECTION	HOUSING CODE STATUS	FEE
Initial Inspection	With or Without Cited Code Violations	None
1st Reinspection	All Cited Violations Corrected	None
	All Cited Violations Not Corrected	\$400
2nd Reinspection	Whether or Not All Cited Code Violations Corrected	\$600
All Other Reinspections	Whether or Not All Cited Code Violations Corrected	\$800

This fee schedule applies to each case being inspected. (Individual units, exterior/common areas in buildings and individual rooms in hotels are considered "cases" for the purposes of this resolution.)

PLEASE NOTE: It is the owner's responsibility to inform the tenant(s) of the scheduled inspection and arrange access to each unit to be inspected. The owner is charged whether or not he/she is present at the site during the scheduled inspection. However, owners may not be charged if the tenant refuses the inspector entry to the unit.

PENALTY FEES

TYPE OF INSPECTION	HOUSING CODE STATUS	AMOUNT OF FEE
Late payment Fee	Penalty fees will be assessed for every reinspection or annual flat fee delinquent 1-30 days.	10% of the delinquent amount when 1-30 days late
	Additional penalty fees will be assessed for every reinspection or annual flat fee delinquent 31+ days.	40% of the delinquent amount when 31+ days late
Notice of Termination processing Fee	Cost recovery for City title report expenses paid place a Notice of Violation on a property title with Alameda County. Once the Violations are corrected, the property owner reimburses the City this expense, in addition to any outstanding fees/penalties due..	\$100 per Notice of Termination processed
Administration Lien Fee	Accounts which remain outstanding after 60 days from the initial billing date shall be filed with the County of Alameda as a lien on the property. The lien amount shall include an administrative processing fee in addition to the initial billing amount and applicable late payment fees.	\$250 per account

ANNUAL FLAT PER UNIT/ROOM FEES

FEE TYPE	RESIDENTIAL STRUCTURE	FEE
Annual Per Unit Fee	Residential rental buildings	\$60 Per Unit
Annual Per Room Fee	Residential hotels and boarding house (with five or more rooms)	\$30 Per Room

CHAPTER G- OFFICE OF ENERGY AND SUSTAINABLE DEVELOPMENT

FEE TYPE / DESCRIPTION				FEE	REMARKS
I.	Building Emissions Saving Ordinance (BESO): Fees due with compliance filing at intervals shown				
		<u>Building size/type:</u>	<u>Filing frequency:</u>		
	A.	Large Buildings, ≥ 25,000 square feet	Every 5 years	\$ 240.00	
	B.	Medium Buildings, between 5,000 and 24,999 square feet	At point-of-listing	\$ 152.00	
	C.	Small Buildings, < 5,000 square feet, excluding 1-4 unit residential buildings	At point-of-listing	\$ 79.00	
	D.	Residential Buildings of 1-4 units	At point-of-listing	\$ 79.00	
	E.	Deferral of BESO compliance to buyer	At point-of-listing	\$ 110.00	
	F.	Administrative Late Fee	N/A	\$ 85.00	

CHAPTER H - Planning and Development Department administration				
Department-wide fees for services not otherwise listed in this schedule				
FEE TYPE / DESCRIPTION			FEE	REMARKS
I. HOURLY RATE				
		For staff services not otherwise specified in the Divisional sections of this fee schedule:	\$ 250.00	per hour; minimum one hour charged
II. PUBLIC RECORDS				
	A.	Copying of documents in response to public records requests:		As specified in A.R. 3.8
	B.	Copying of compact discs (CDs)	\$ 10.00	Per CD copied
	C.	Customized computer programming/operations to extract electronic records	Actual Cost	City IT department will provide estimated expense prior to data extraction. Deposit of funds against City costs may be required

Exhibit A				
CITY OF BERKELEY				
PLANNING AND DEVELOPMENT DEPARTMENT FEE SCHEDULE				
Proposed FYE25 revisions				
CHAPTER A - BUILDING & SAFETY				
FEE TYPE / DESCRIPTION		CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
I.	FILING FEE - ALL PERMITS	\$ 22.00	\$ 62.50	Including revisions and deferred submittals,
II.	BUILDING PERMITS:			
	Minimum Permit Fee	\$ 100.00		for value of improvements up to \$3,000
	Building Permit Fee	\$ 2.20		per \$100 value of improvements over \$3,000
	Regular Plan Check Fee (includes over-counter building, mechanical, electrical, and plumbing permits)	65%		of Building, mechanical, electrical, and plumbing Permit Fee
	Plan check revision to plans already plan checked	\$ 200.00	\$ 250.00	per hour with a minimum of one hour (Hourly plan check does not include review of major re-design)
	Special Accelerated Plan Check Fee			Additional 80% of Regular Plan Check Fee
	Plan check revisions to plans already plan checked under accelerated procedure	\$ 300.00	\$ 375.00	per hour with a minimum of one hour (Hourly plan check does not include review of major re-design)
	Fourth and subsequent plan check submittal	\$ 200.00	\$ 250.00	per hour with a minimum of one hour
	Title 24: Disabled Access	12%		of Building Permit Fee
	Title 24: Energy Compliance	12%		of Building Permit Fee
	Fire Plan Check	7%		of Building Permit Fee
	Community planning fee for General Plan and Zoning Ordinance Maintenance	5%		of Building Permit Fee
	Sustainable development/green building	6%		of Building Permit Fee
	Permit extensions:			
	1st extension	\$ 200.00	\$ 250.00	
	Each additional extension	\$ 400.00	\$ 500.00	
	Application extensions:			
	1st extension	\$ 200.00	\$ 250.00	
	2nd and 3rd extension	\$ 400.00	\$ 500.00	
	Re-Inspections	\$ 200.00	\$ 250.00	per hour with minimum of one hour.
	Strong Motion Instrumentation (per State)	\$ 0.13		per \$1,000 value of improvements for residential properties (Or, as set forth by the State of California).
	Strong Motion Instrumentation (per State)	\$ 0.28		per \$1,000 value of improvements for apartments and commercial properties (Or, as set forth by the State of California).
	Building Standards, SB 1473	\$ 4.00		per \$100,000 value of improvements for apartments and commercial properties (or, as set forth by the State of California), with appropriate fractions thereof.
III	SIGN PERMITS			
	Minimum Permit Fee	\$ 100.00		up to \$3,000 value of improvements (signs)
	Sign Permit Fee	\$ 2.20		per \$100 value of improvement over \$3,000
	Sign Plan Check Fee	\$ 0.65	65%	of Sign Permit fee (corrects typo, no rate chang
IV.	HOUSE MOVE PERMITS:			
	House Move	\$ 200.00	\$ 250.00	per hour of staff time with a minimum of one hour

FEE TYPE / DESCRIPTION		CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
V.	ELECTRICAL PERMITS:			
	Minimum Permit Fee	\$ 100.00		
	Permit Extension	\$ 57.00	\$ 75.00	
	A. New Residential Buildings and Additions	\$ 15.00		per each 100 square feet
	B. Industrial/Commercial Electrical Permit - Large Projects (above \$100,000 Value of Electrical Work) Permit Fee	1%		of the Value of Electrical Work
	NOTE: At applicant's option, all electrical permit fees may be itemized as follows:			
	C. Itemized Fees:			
	Service (new or changed)	\$ 11.90		per each 100 Amps
	Subpanel (new or changed)	\$ 11.90		per each 100 Amps
	Electrical Meters (new or changed)	\$ 7.20		each
	Altering/Changing Wiring	\$ 26.10		each change
	Solar/Photovoltaic Panels System	\$ 26.10		per system
	Branch Circuits	\$ 4.80		each
	Fixed Appliance Outlets	\$ 11.10		each
	Device Outlets (Receptacle, Switch, Light, Etc.)	\$ 2.70		each
	Motors	\$ 7.10		up to 10 horsepower (HP) total
	Each additional HP	\$ 1.90		
	Generators	\$ 7.20		up to 10 kilovolt (KV) total
	Each additional KV	\$ 1.90		
	Transformers	\$ 4.80		up to 10 KV total
	Each additional KV	\$ 1.90		
	Signs and Outline Lighting	\$ 26.50		per KV
	X-ray Capacitors	\$ 26.50		each
	Temporary Power Pole	\$ 26.50		per each 100 Amps
	Festoon Lighting	\$ 10.00		each
	Electric Vehicle Charging Station	\$15.90		each
	PG&E Service Recheck	\$11.90		Per each inspection of existing service for release to PG&E
VI.	MECHANICAL PERMITS:			
	Minimum Permit Fee	\$ 100.00		
	Permit Extension	\$ 57.00	\$ 75.00	
	Gas Appliances			
	Up to two mechanical appliances	\$ 13.00		per appliance
	Each additional appliance	\$ 12.00		
	Central Heating - Furnace/AC (Combination Unit, Central Heat alone , or Central AC alone , or Heat Pumps)			
	Up to 100,000 BTU	\$ 39.70		per unit
	101,000 to 500,000 BTU	\$ 54.00		per unit
	Over 500,000 BTU	\$ 129.00		per unit
	Gas Piping Extension/Alteration/Repair	\$ 12.20		
	Gas Meter (new or changed)	\$ 13.10		
	Each Additional Gas Meter	\$ 9.10		
	Gas Pipe Outlets	\$ 5.60		each
	Gas Pressure Test only	\$ 14.10		per system
	Seismic Gas Shutoff Valve	\$ 10.00		each
	NOTE: Gas items may be charged on mechanical or plumbing permits, but not both.			
	Hoods			
	Residential	\$ 11.80		each
	Commercial - Type I	\$ 129.00		each
	Commercial - Type II	\$ 79.70		each
	Vent, Flue or Chimney	\$ 13.10		each

FEE TYPE / DESCRIPTION		CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
	Pre-fabricated Fireplace	\$ 79.70		each
	Ducts, Fans, Registers, Dampers	\$ 11.90		each
	Air Handling Equipment (including powerheads)			
	up to 10,000 cfm	\$ 26.80		per unit
	over 10,000 cfm	\$ 39.90		per unit
	Boilers and Equipment			
	up to 100,000 BTU	\$ 39.90		per unit
	100,000 - 500,000 BTU	\$ 54.00		per unit
	over 500,000 BTU	\$ 129.00		per unit
VII.	PLUMBING PERMITS:			
	Minimum Permit Fee	\$ 100.00		
	Permit Extension	\$ 57.00	\$ 75.00	
	A. New Residential Buildings and Additions	\$ 15.00		per each 100 S.F.
	NOTE: At applicant's option, all electrical permit fees may be itemized as follows:			
	B. Itemized Fees:			
	Water Heater	\$ 12.20		each
	Solar Water Heater	\$ 12.20		each
	Fixtures (including-sanitary drainage and piping)	\$ 12.20		each
	Sanitary Sewer Lateral	\$ 34.00		each
	Subsoil Storm Drainage Piping	\$ 34.00		per system
	Removal of Illicit Connections	\$ 12.20		per system
	Water or Air Pressure Test	\$ 14.10		per system
	Stand Pipe System	\$ 129.10		per system
	Water Main, up to 25 Outlets	\$ 24.90		
	Each Additional Outlet	\$ 2.70		
	Water Meter	\$ 14.40		
	Each additional meter	\$ 8.40		
	Backflow Preventer	\$ 12.20		each
	Water Line, up to 25 Outlets	\$ 24.90		
	Each additional outlet	\$ 2.70		
	Hydronic Water Piping	\$ 24.90		per system
	Lawn Sprinklers System:			
	One or Two Family Dwellings	\$ 39.90		per system
	All other Occupancies	\$ 105.70		per system
	Swimming Pool Filtration System	\$ 129.10		per system
	Inside Rain Leader - per System	\$ 27.40		per system
	Gas Piping Extension/Alteration/Repair	\$ 12.20		per system
	Gas Meter (new or changed)	\$ 13.10		
	Each additional Gas Meter	\$ 9.10		
	Gas Pipe Outlets	\$ 5.60		each
	Gas Pressure Test Only	\$ 14.10		per system
	Seismic Gas Shutoff Valve	\$ 10.00		each
	NOTE: Gas items may be charged on mechanical permits, but not both.			
	Gray Water System:			
	One or Two Family Dwellings	\$ 39.90		per system
	All other Occupancies	\$ 105.70		per system
	Nonpotable Rainwater Catchment System:			
	One or Two Family Dwellings	\$ 39.90		per system
	All other Occupancies	\$ 105.70		per system

FEE TYPE / DESCRIPTION		CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
VIII.	SEISMIC GAS SHUT-OFF VALVE GROUP INSTALLATION	\$ 50.00		flat rate per residence. This is a group rate for two or more residences on a block for coordinated inspection
IX.	SOLAR INSTALLATION PERMITS:			
	Solar Installation Permits			Fee covered under electrical, plumbing, mechanical and/or building permit fees
X.	INVESTIGATION FEE:			
	Investigation Fee			Equal to and in addition to the permit fee for scope of work performed without a permit and/or inspections
XI.	CODE COMPLIANCE INSPECTIONS (SPECIAL INSPECTION):			
	Business License Inspections (change of use or building vacant more than 6 months)	\$ 200.00	\$ 250.00	per hour of staff time, with minimum of one hour
XII.	CODE VIOLATION INSPECTIONS (VIOLATION OF CITY AND STATE CODES INCLUDING ANTI-BLIGHT ORDINANCE):			
	Initial Investigation of a complaint	No Fee		
	First Re-inspection of Violations	\$ 200.00	\$ 250.00	
	Second Re-inspection of Violations	\$ 300.00	\$ 375.00	
	Third Re-inspection of Violations	\$ 400.00	\$ 500.00	
	Additional Re-inspections	\$ 500.00	\$ 625.00	
	Administrative review fee	\$ 200.00	\$ 250.00	per hour of staff time, with minimum of one hour
XIII.	OTHER INSPECTIONS			
	Weekend Inspection	\$ 200.00	\$ 250.00	per hour, with a minimum of 4 hours
	Evening Inspection	\$ 200.00	\$ 250.00	per hour, with a minimum of 2 hours
	Certified Access Specialist (CAsp) Inspection	\$ 200.00	\$ 250.00	per hour, with a minimum of one hour
XIV.	TECHNOLOGY ENHANCEMENT FEE	5%		of Building, Electrical, Mechanical, Plumbing, Fire, and Public Works Permit Fees, and other applications such as ADU Amnesty and E3 programs
XV.	UNDOCUMENTED ACCESSORY DWELLING UNIT AMNESTY PERMIT			Filing fee also applies
	Amnesty Application Fee		\$250.00	
	Initial Inspection Fee		\$250.00	
	Amnesty Reinspection Fee		\$250.00	per hour with minimum of one hour.
XVI.	EXTERIOR ELEVATED ELEMENTS (E3)			Filing fee also applies
	E3 Multi-Family		\$375.00	per multifamily rental building with E3 and three or more units. Billed every six years at time property owners receive notice of the required periodic inspection.
	E3 Condominium		\$750.00	per condo building with E3 and three or more units. Billed every nine years at time property owners receive notice of the required periodic inspection.

FEE TYPE / DESCRIPTION		CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
XVII				
XV.	MISCELLANEOUS			
	Duplication Fees			Amount specified in A.R. 3.8
	Pre-submittal Review/Consultation	\$ 200.00	\$250.00	per hour, with a minimum of one hour
	City Staff Review (For items that require review and which are not otherwise explicitly covered in Fee Schedule, such as Alternate Method Applications, Requests for Unreasonable Hardship Exceptions, Requests for Determinations, BORP Submittals, etc)	\$ 200.00	\$250.00	per hour, with a minimum of one hour
	Staff time required to follow-up on non-compliance	\$ 200.00	\$250.00	per hour, with a minimum of one hour
	Address Assignment	\$ 200.00	\$250.00	per hour, with a minimum of one hour
	Inspections for which no fee is specifically indicated	\$ 200.00	\$250.00	per hour, with a minimum of one hour
	Processing fee for refunds	Per BMC 7.20.050		or hourly charges based on time spent, with a minimum of one hour at staff time rate of \$250
	Seismic Evaluation Report: Report Review (includes 1 recheck)	\$612.00		
	Administrative Services Fee		\$250.00	For services provided by administrative staff outside of plan check or permitting services charged elsewhere; e.g. processing documents, recording notices, researching records

CHAPTER B - LAND USE PLANNING							
FEE TYPE / DESCRIPTION					CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
I. Application Fee: AUP, UP, VAR, MOD, DR, LM, Condo Conversion					n/a	\$ 500	Application fee to cover intake and initial completeness review: Assumes 2 hours.
I. II. Administrative Use Permit (AUP)							
1. Tier 1 – Most complex projects in or adjacent to a Residential district					\$ 3,680		Assumes 16 hours
2. Tier 2 – Intermediately complex projects in or adjacent to a Residential district					\$ 2,760		Assumes 12 hours
3. Tier 3 – Least complex projects in or adjacent to a Residential district including Class II Home-Occupation Permits					\$ 1,840		Assumes 8 hours
4. Tier 4 – Other activities (residential or commercial) NOT in or adjacent to a Residential district					\$ 5,520		Assumes 24 hours
1. Tier 1 - Most complex projects						\$ 4,500	Base fee deposit assumes 18 hours. Add \$250 per each additional hour of staff time.
2. Tier 2 - Intermediately complex projects						\$ 3,500	Assumes 14 hours
3. Tier 3 - Least complex projects						\$ 1,500	Assumes 6 hours
4. Each Additional AUP required in addition to primary application						\$ 500	Assumes 2 hours
II. III. Use Permit (UP) with public hearing							
1. Level 1—Use Permit (projects not listed below)					\$ 5,520	\$ 5,500	Base fee deposit assumes 22 hours. Add \$250 per each additional hour of staff time.
2. Level 2 – Include the following: —					\$ 5,520		Base fee Deposit assumes 24 hours. Add \$230 per hour for staff time beyond 24 hours.
a. Non-residential projects in a Residential district							
b. Mixed-use buildings creating more than 20,000 gross sq. feet							
c. New construction or "major" renovation of a Landmarked building or site or Structure of Merit							
d. Any new main building							
e. Master Use Permit or Development Permit required by a Specific Plan							
f. Class III Home Occupation Permits							
3. 2. ZAB Public Hearing (per hearing, in addition to permit fees). Fee already exists; copied here from Section III below					\$ 1,025	\$ 1,250	Assumes 5 hours; includes materials
III. IV. Variance							
1. Tier 1 - Yard or Height, Useable Open Space, Lot Coverage, Parking All Variances except inadvertent demolitions					\$ 3,680	\$ 5,500	Base fee deposit assumes 22 hours. Add \$250 per each additional hour of staff time.
2. Tier 2 - Inadvertent Demolition of Residential Structure					\$ 9,200	\$ 9,500	Base fee deposit assumes 38 hours. Add \$250 per each additional hour of staff time.
3. Tier 3 – All others not in Tier 1 or 2					\$ 5,520		Base fee Deposit assumes 24 hours. Add \$230 per hour for staff time beyond 24 hours.
4. 3. Each Additional AUP, UP or Variance in addition to primary application					\$ 460	\$ 500	Assumes 2 hours
5. 4. ZAB Public Hearing (per project in addition to permit fees)					\$ 1,025	\$ 1,250	Assumes 5 hours including materials
IV. V. Zoning Certificate (ministerial permits)							
A. All Zoning Certificate (ZC) reviews (e.g. ZCs for Business License, Home Occupations, and Short-Term Rentals), EXCEPT as noted below:					\$ 230	\$ 250	Assumes 1 hour
1. Business License review - continuation of lawful existing use					\$ 115	0	No fee for continuation of existing legal use
2. Accessory Dwelling Unit review-Neighborhood Notice					\$ 460	\$ 500	Assumes 2 hours for neighborhood notices and documentation (Plan check is billed separately, with Building Permit)
3 Accessory Dwelling Unit Plan Check					n/a	\$ 250	Assumes 1 hour for review. Not a new fee, added as separate new line for clarity
3. SB35, SB330, other pre-application review					\$ 5,520		Fee relocated to Section XI. below
4. Additional staff time (work performed beyond the time covered by the fees above)					\$ 230	\$ 250	Per hour of staff time

FEE TYPE / DESCRIPTION				CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
	B.	Building Permit review				
		1.	Project with Administrative Use Permit	\$ 230		Assumes 1 hour
		2.	Project with Use Permit and/or Variance	\$ 460		Assumes 2 hours
		3.	In-kind Repair/Replacement (e.g. window replacement, dry rot repair, etc.)	\$ 115		Assumes half hour
		4.	Fourth and subsequent plan check submittal	\$ 230		per hour of staff time
		1.	Project with Administrative Use Permit (including new main buildings)		\$ 500	Assumes 2 hours
		2.	New main buildings (no Administrative Use Permit)		\$ 1,000	Assumes 4 hours
		a	1--19 residential units (Residential and/or Mixed-Use)		\$ 500	Assumes 2 hours
		b	20+ residential units (Residential and/or Mixed-Use)		\$ 1,000	Assumes 4 hours
		c	Nonresidential building (no residential uses)		\$ 1,000	Assumes 4 hours
		3.	Additions, Tenant Improvements, projects not listed above		\$ 500	Assumes 2 hours
		4.	Accessory Dwelling Unit Plan Check		\$ 250	Assumes 1 hour
		5.	Landmark review		\$ 250	Assumes 1 hour
		6.	In-kind Repair/Replacement (e.g. window replacement, dry rot repair, etc.)		\$ 125	Assumes half hour
		7.	Fourth and subsequent plan check submittal		\$ 250	per hour of staff time
	V. VI.	Modification / Transfer				
		1.	Administrative Use Permit Modification (<u>to existing AUP, or modification to UP allowed with an AUP.</u>)	\$ 1,840	\$ 1,500	Assumes 6 hours
		2.	Use Permit Modification (ZAB Review - <u>Permit not exercised</u> No Public Hearing)	\$ 3,680	\$ 3,000	Base fee deposit assumes 12 hours. Add \$250 per additional hour of staff time.
		3.	Use Permit Modification (ZAB Review - <u>Exercised Permit</u> Public Hearing Required)	\$ 5,520	\$ 5,500	Base fee deposit assumes 22 hours. Add \$250 per additional hour of staff time.
		4.	Transfer of Administrative Use Permit / Use Permit	\$ 230	\$ 250	Per hour of staff time
		5.	Public Hearing (per hearing, in addition to permit fees)	\$ 1,025	\$ 1,250	Assumes 5 hours incl materials
	VI. VII.	Environmental Review				
		A. California Environmental Quality Act (CEQA) or National Environmental Policy Act (NEPA)				
		1.	Initial Study resulting in a Negative Declaration or Mitigated Negative Declaration	\$ 5,520	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
		2.	Environmental Impact Report (EIR)	\$ 9,200	\$ 10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
		B. Mitigation Monitoring		\$ 3,680	\$ 4,000	Base fee Deposit assumes 16 hours. Add \$250 per additional hour of staff time, plus direct cost for consultants
		C. Notices - NOE, NOD, etc.		\$ 920	\$ 1,000	Assumes 4 hours. Fee applies when notices are filed by the City on behalf of the applicant / City after all appeals are heard
	VII. VIII.	Design Review				
		A. Administrative Design Review				
		1.	Project valued under \$50,000	\$ 1,840	\$ 2,000	Assumes 8 hours
		2.	Project valued at \$50,000 to \$2,000,000	\$ 2,760	\$ 3,000	Assumes 12 hours
		3.	Project valued over \$2,000,000	\$ 3,680	\$ 4,000	Base fee deposit assumes 16 hours. Add \$250 per hour for staff time beyond 16 hours.
		4.	Signs/Awnings	\$ 460	\$ 500	Assumes 2 hours
		B. Design Review Committee				
		1.	Project valued under \$50,000	\$ 2,760	\$ 3,000	Assumes 12 hours
		2.	Project valued at \$50,000 to \$2,000,000	\$ 3,680	\$ 4,000	Assumes 16 hours
		3.	Project valued over \$2,000,000	\$ 5,520	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
		C. Final Review with the DRC				
		1.	Project valued under \$50,000	\$ 1,250	\$ 1,375	
		2.	Project valued at \$50,000 - \$150,000	\$ 1,500	\$ 1,650	
		3.	Project valued over \$150,000	\$ 4,250	\$ 4,675	
		D. Additional Preview (existing fee, relocated from Sec. VII.B above)		\$ 500	\$ 550	
		E. Modifications - DRC Projects		\$ 750	\$ 1,000	

FEE TYPE / DESCRIPTION				CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
	F.	DRC Public Hearing (per hearing, in addition to permit fees)		\$ 1,025	\$ 1,250	Assumes 5 hours incl materials
VIII. IX. Landmarks Preservation Commission Review						
	A.	Initiation				
		1.	Structure	\$ 50		As set by the Landmarks Preservation Ordinance. BMC 3.24.340.A
		2.	District	\$ 100		As set by the Landmarks Preservation Ordinance, BMC 3.24.340.B
	B.	Design Review - Structural Alteration (non-residential only)				
		1.	Project valued under \$50,000	\$ 2,000	\$ 2,200	
		2.	Project valued between \$50,001 and \$1,999,999	\$ 3,000	\$ 3,300	
		3.	Project valued at \$2,000,000 or more	\$ 5,520	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
	C.	Design Review - Signs and Awnings		\$ 1,000	\$ 1,100	
	D.	Demolition Review (non-residential structures 40 or more years old as required under Section 23C.08.050C of the Zoning Ordinance)		\$ 1,200	\$ 1,320	
	E.	Mills Act Historical Contract Processing - payable upon application (one-time payment)		\$ 4,200	\$ 4,620	
	F.	Mills Act Historical Contract Monitoring				
		1.	Payable upon application to cover 5 contract years	\$ 2,500	\$ 2,750	
		2.	Assessed at the beginning of each subsequent 5 years	\$ 2,500	\$ 2,750	
	G.	LPC Public Hearing (per hearing, in addition to permit fees)		\$ 1,025	0	No applicant fees for LPC hearings / fee added in error in 2022
IX. X. Appeals						
	A.	Non-Applicant Appeal of AUP		\$ 500		
	B.	Reduced Non-Applicant Appeal of AUP: Fee reduced if signed by persons who lease or own at least 35 percent of the parcels or dwelling units within 300 feet of the project site, or at least 20 such persons (not including dependent children), whichever is less		\$ 200		
	C.	Non-Applicant Appeals of ZAB or LPC		\$ 1,500		
	D.	Reduced Non-Applicant Appeals of ZAB or LPC: Fee reduced if appeal is signed by persons who lease or own at least 50 percent of the parcels or dwelling units within 300 feet of the project site, or at least 25 such persons (not including dependent children), whichever is less		\$ 500		
	E.	Appeal of AUP by Applicants		\$ 3,680	\$ 4,000	Assumes 16 hours
	F.	Appeal of ZAB or LPC by Applicants		\$ 5,520	\$ 6,000	Assumes 24 hours
	G.	Appeal of DRSL or DRC by Non-Applicant		\$ 500		
	H.	Appeal of DRSL or DRC by Applicant		\$ 3,680	\$ 4,000	Assumes 16 hours
	I.	Non-Applicant Appeals of all affordable housing projects (defined as projects which provide 50% or more affordable units for households at 80% or less of Area Median Income)		\$ 500		
	J.	Appeal to address processing error by staff		Fee Waived	Fee Waived	
X. XI. Plan Amendments, Reclassification Requests, and Waterfront Master Development Plan permits*						
	A.	General Plan Amendment		\$ 9,200	\$ 10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour for staff time, plus direct cost for consultants
	B.	Specific Plan Amendment		\$ 9,200	\$ 10,000	
	C.	Rezoning / Reclassification Request		\$ 9,200	\$ 10,000	
	D.	Waterfront Master Development Plan Permit		\$ 9,200	\$ 10,000	
XII. CONDOMINIUM						
	A.	Rent Board Review		\$ 120	\$ 125	per unit
	B.	Notice of Local Law Compliance		\$ 3,680	\$ 4,000	Assumes 16 hours
	C.	Conversion to Condominiums - <u>one to four units</u>		\$ 5,520	\$ 6,000	Base fee Deposit assumes 24 hours. Add \$250 per additional hour for staff time.
	D.	Conversion to Condominiums - <u>five or more units</u>		\$ 9,200	\$ 10,000	Base fee Deposit assumes 40 hours. Add \$250 per additional hour for staff time.
	E.	Appeal of an Administrative Determination on Conversion of a TIC to the Planning Commission by an Applicant		\$ 3,680	\$ 4,000	Assumes 16 hours
	F.	Appeal of Planning Commission Determination on Conversion to the City Council by an Applicant		\$ 5,520	\$ 6,000	Assumes 24 hours
	G.	Appeal of Planning Commission Determination on Conversion to the City Council by a Non-Applicant		\$ 3,680	\$ 4,000	Assumes 16 hours

XIII. Miscellaneous Fees						
	A.	Penalty for Late Filing (When Zoning Permit, Use Permit or Variance is required for work already performed)		100%		of applicable fee(s)
	B.	Zoning Complaint Re-inspection				
		1.	First Re-inspection	\$ 230	\$ 250	
		2.	Second Re-inspection	\$ 345	\$ 375	
		3.	Third Re-inspection and all inspections thereafter	\$ 460	\$ 500	
	C.	Agenda Subscriptions and Mailing Fees		Amount specified per A. R. 3.8		
	D.	Publications and Duplication of Records		Amount specified per A. R. 3.8		
	E.	Maps - large, color		\$ 36.00		
	F.	Duplication of Zoning Adjustments Board, Landmarks Preservation Commission, and Design Review Commission meeting recordings		Amount specified per A. R. 3.8		
	G.	Microfilm Duplication Fee		Amount specified per A.R. 3.8		
	H.	Records Management Fee		\$ 50	\$ 55	per application
	I.	Letters Regarding Status of Properties		\$ 230	\$ 250	per hour, 2 hour min.
	J.	Housing Density Bonus Analysis - if separate from other permits		\$ 230	\$ 250	per hour of staff time
	K.	Zoning Research		\$ 230	\$ 250	per hour, 2 hour min.
	L.	Oak Tree Review		\$ 230	\$ 250	per hour, 1 hour min., plus consultant costs
	M.	Use Permit Monitoring		\$ 230	\$ 250	per hour of staff time
	N.	Pre-application Reviews				
		1.	Staff level review	\$ 920	\$ 1,000	Assumes 4 hours
		2.	Zoning Adjustments Board / Design Review Committee / Landmarks Preservation Commission / Planning Commission Review (at staff discretion in consultation with the applicant)	\$ 3,680	\$ 4,000	Assumes 16 hours
		3	SB35, SB330, other Preliminary Development application reviews as required by State law	\$ 5,520	\$ 1,000	Base fee Deposit assumes 4 hours. Add \$250 per additional hour for staff time, plus other cost recovery as expended
	O.	Dedicated Project Review: In addition to all required fees, applicants may request (or the City may require) dedicated project review in which the applicant pays the City for staff overtime or to contract with a consulting firm with particular relevant expertise to review the application. In such instances, the applicant shall remit a deposit equal to the total amount of the contract, based on the bids received by the City pursuant to its purchasing procedures. Progress billings will be made if charges are expected to exceed deposit; prompt payment of bills will assure continued project review. Failure to remit a progress payment within an appropriate time frame, as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal.		At cost		
	P.	Community Planning Fee for General Plan and Zoning Ordinance Maintenance		15%		Surcharge on all Applications for AUP, UP, Modification and/or Variance.
	Q	Coordinated Sign Design Program Fee		\$ 2,015	\$ 2,217	Sign program to cover multiple signs in one building or development

NOTE: The minimum deposits listed are intended to reflect typical project costs. Progress billings will be made during review of a project if charges exceed the deposit: prompt payment of bills will assure continued project review. Failure to remit a progress payment within the appropriate time frame as determined by the Director of Planning and Development or his/her designee, will be treated as a withdrawal without prejudice to the underlying proposal. All fees are required to be paid prior to scheduling the item for Council consideration.

Chapter C - TOXICS MANAGEMENT DIVISION
Certified Unified Program Agency (CUPA)

Description				CURRENT FEE	PROPOSED FEE CHANGE
SECTION 1: Underground Storage Tanks (USTs) Fees					
1)	Annual Operating Permit				
	a.	First Tank Per Facility		\$1,575	\$1,811
	b.	Each Additional Tank		\$525	\$604
2)	Miscellaneous Fees				
	a.	New Installation			
		Base Fee (includes one tank)		\$4,200	\$4,830
		Each Additional Tank		\$525	\$604
		Additional Reviews/Inspections		\$210/hour	\$250/hour
	b.	Closure/Removal - Business			
		Base Fee (includes one tank)		\$1,575	\$1,811
		Each Additional Tank		\$735	\$845
		Additional Reviews/Inspections		\$210/hour	\$250/hour
	c.	Closure/Removal – Residential – Per Tank		\$630	\$725
	d.	Inspection or Repair/Replacement/Modification		\$210/hour	\$250/hour
SECTION 2: Aboveground Petroleum Storage Act (APSA)					
1)	APSA Annual Fee Per Regulated Facility (<10,000 gal.)			\$210	\$242
2)	APSA Annual Fee Per Regulated Facility (≥10,000 gal.)			\$315	\$362
3)	Additional Inspection/Review			\$210/hour	\$250/hour
SECTION 3: Hazardous Materials Business Plan (HMBP) Fees					
1)	Annual Fees - Hazardous Materials Release Response Plans (HMRRP) and Inventory Registration. Fees are based on total number of hazardous materials present (Table 1) and aggregate quantity of hazardous materials (Table 2). NOTE: All solids are measured in pounds, liquids in gallons, and gases in cubic feet at Standard Temperature and Pressure (STP).				
			FEES		
			A-1	\$315	\$362
			A-2	\$630	\$725
			A-3	\$1,208	\$1,389
			A-4	\$1,785	\$2,053
			A-5	\$2,940	\$3,381
			B-1	\$420	\$483
			B-2	\$788	\$906
			B-3	\$1,575	\$1,811
			B-4	\$2,363	\$2,717
			B-5	\$3,360	\$3,864
			C-1	\$473	\$544
			C-2	\$945	\$1,087
			C-3	\$1,943	\$2,234
			C-4	\$2,940	\$3,381
			C-5	\$3,780	\$4,347
			D-1	\$578	\$665
			D-2	\$1,155	\$1,328
			D-3	\$2,363	\$2,717
			D-4	\$3,518	\$4,046
			D-5	\$4,410	\$5,072
Table 1. TOTAL NUMBER OF HAZARDOUS MATERIALS ON SITE					
	Type	Range			
	A	1 - 10			
	B	11 - 25			
	C	26 - 50			
	D	>50			
Table 2. AGGREGATE MAXIMUM QUANTITY OF HAZARDOUS MATERIALS ON SITE					
		Gallons	Cu. Ft.	Lbs.	
	1	55 - 275	200 - 999	500 - 999	
	2	276 - 549	1,000 - 4,999	1,000 - 9,999	
	3	550 - 999	5,000 - 24,999	10,000 - 24,999	
	4	1,000 - 10,000	25,000 - 100,000	25,000 - 100,000	
	5	>10,000	>100,000	>100,000	

b. Etiological Agent Registration Fee	\$210	\$242
c. Radiological Materials Registration Fee	\$210	\$242
d. Limited hazardous materials registration for businesses handling hazardous materials under the <u>BMC Title 15</u> threshold but must report under Chapter 50 of the California Fire Code	\$210	\$242
e. Facilities subject to HMBP disclosure under BMC Title 15 due to the handling of gases that are classified as a hazard for purposes of Section 5194 of Title 8 of the California Code of Regulations only for hazards due to simple asphyxiation or release of pressure, in aggregate quantities <1,000 cubic feet	\$210	\$242
SECTION 4: Hazardous Waste Generator and Treater Permit and Registration Fees		
1) Annual Fees		
a. < 55 Gallons per year	\$210	\$242
b. >= 55 Gallons and <2Tons	\$260	\$299
c. >= 2 Tons and <5 Tons	\$315	\$362
d. >= 5 Tons and <12 Tons	\$945	\$1,087
e. >= 12 Tons and <25 Tons	\$1,995	\$2,294
f. >= 25 Tons and <50 Tons	\$4,200	\$4,830
g. >= 50 Tons and <125 Tons	\$6,090	\$7,004
h. >= 125 Tons to < 250 Tons	\$7,140	\$8,211
i. >= 250 Tons to < 500 Tons	\$13,230	\$15,215
j. >= 500 Tons and < 1,000	\$21,420	\$24,633
k. >= 1,000 Tons to <2,000 Tons	\$30,870	\$35,501
l. >= 2,000 Tons to < 4,000 Tons	\$41,580	\$47,817
m. >= 4,000 Tons	\$54,600	\$62,790
n. Acutely Hazardous Waste (>1 kg./month) Registration fee	\$420	\$483
o. Hazardous Waste Contingency Plan Review for Treatment, Storage, Disposal Permitted Waste Facilities	\$210/hour	\$250/hour
p. Conditionally Exempted Permit Fee	\$420	\$483
q. Conditionally Authorized Permit Fee	\$735	\$845
r. Permit by Rule	\$1,785	\$2,053
SECTION 5: Site Remediation and Investigation Fees		
1) Report Reviews/Site Visits/Plan Checks	\$210/hour	\$250/hour
2) Third Party Professional Reviews	Actual Cost plus handling	
3) Additional Reviews/Inspections	\$210/hour	\$250/hour
4) Subsurface Investigation Permits:		
a. Monitoring Wells Installation/Destruction		
First Well	\$420	\$483
Each Additional Well	\$150	\$173
b. Soil Borings (Three (3) feet or greater depth, per BMC 15.12.070.B)		
First Boring	\$210	\$242
Each Additional Boring	\$150	\$173
SECTION 6: Risk Management Plan Fees		
1) Third Party Professional Review	Actual Cost plus handling	
2) Staff Participation in Hazardous Operability Study/Review/Oversight/Audit (1-hour min)	\$210/hour	\$250/hour
3) Regulated Substance Registration fee (Extremely Hazardous)		
Program 1	\$5,040	\$5,796

Program 2	\$10,080	\$11,592
Program 3	\$14,070	\$16,181
SECTION 7: Miscellaneous Fees		
1) Miscellaneous hourly billing (all others)	\$210/hour	\$250/hour
2) Copies of Documents	A.R. 3.8	
3) Clerical Staff	\$120/hour	\$140/hour
4) Permit Service Center Review Fee (1/2 hour minimum)	\$210/hour	\$250/hour
5) Special Accelerated Review Fee, per customer request	Additional 80% of Regular Review Fee	
6) Emergency Response and Oversight of Clean-up Activities from Spills and Releases (3-hour minimum)	\$210/hour	\$250/hour
7) Emergency Response Contractor	Actual Cost plus handling	
8) Emergency Response Materials	Actual Cost plus handling	
9) Penalty for Late Filing of Annual HMBP (charged for every month after deadline)	10% or \$50 min. per month	
10) Penalty for Late Filing of Annual HWG Report (charged for every month after deadline)	10% or \$50 min. per month	
11) Penalty for nonpayment of fees:		
After 60 days of initial billing date, assess a 10% penalty of the billed amount.	10% penalty of the billed amount	10% penalty of the billed amount
After 120 days of initial billing date, assess an additional 15% penalty of the original billed amount.	An additional 15% penalty of the original billed amount	An additional 15% penalty of the original billed amount
12) Penalty for businesses operating without a valid permit	Double the Fee	Double the Fee
13) Penalty for unpermitted UST installation/removal/modification; well construction, installation, destruction and/or modification	Double the Fee	Double the Fee
14) Administrative fee for lien processing	\$210/hour	\$250/hour
15) Universal Waste (relocated from Section 4, above)	\$210/hour	\$250/hour
SECTION 8: State Surcharge		
All applicable state surcharges determined by the State are required to be billed and collected from regulated facilities and remitted to CalEPA quarterly.		

CHAPTER D - ENGINEERING

FEE TYPE / DESCRIPTION	FEE	REMARKS
I. Engineering Fees		
1. Engineering work required for review or preparation of sewer plans and specifications	\$ 190.00	per hour
2. Engineering work required in abandonment of easement	\$ 5,202.00	
3. Engineering work required in abandonment of streets, paths, walks, steps and similar public ways	\$ 8,918.00	
4. Whenever work is caused to be done under Federal, State or local law, whether such work is done under assessment district or improvement plan, public proceedings or private contract, a fee for engineering work and field inspection shall be charged for the following:		
a. Review of plans and specifications other than for sewer.	\$ 190.00	per hour
b. Engineering work and inspection required for grading or regarding streets.	\$ 190.00	per hour
c. Engineering work and inspection required for concrete sidewalks, curbs and gutter.	\$ 190.00	per hour
d. Engineering work and inspection required for pavement in area of roadway.	\$ 190.00	per hour
e. Engineering work and inspection required for culverts and drainage.	\$ 190.00	per hour
f. Engineering work and inspection required for sewers.	\$ 190.00	per hour
g. Engineering work and inspection required for structures of masonry construction of either brick or concrete.	\$ 190.00	per hour
h. Engineering work and inspection required for construction storm water best management practices.	\$ 190.00	per hour
i. Engineering work and inspection required for post -construction storm water best management practices	\$ 190.00	per hour
(BMC 2.72.050)		
5. Moving and replacing street monuments, the charge will be the actual cost to the City.		
6. All engineering services in connection with work ordered or authorized by the Council or other work not specifically provided for herein, an hourly fee for office engineering and field inspection will be charged.	\$ 190.00	per hour
7. Whenever engineering or inspection services are to be performed and fees paid therefore, as herein above provided in subsections 1, 4 and 5, a minimum fee corresponding to one hour of engineering work shall be charged.	\$ 190.00	per hour
8 Field survey:		

FEE TYPE / DESCRIPTION	FEE	REMARKS
One-person party	\$ 190.00	per hour/person (4 hours minimum)
Two-person party	\$ 190.00	per hour/person (4 hours minimum)
Three-person party	\$ 190.00	per hour/person (4 hours minimum)
9. Public consultations or assistance rendered in records examination.	No fee	
10. Fees and charges provided herein for work performed on Saturdays, Sundays and holidays.	Double the fee	

(BMC 2.72.050)

II. SIDEWALK CONSTRUCTION AND REPAIR

A. Fees - Streets, Sidewalks and Other Public Property

For permits and field inspection, the following fees or charges shall be paid in advance to the Planning and Development Department of the City:

1. Permits: All permits shall be \$127 for each such permit issued. All permits issued hereunder shall expire ninety days after issuance and there shall be no refund of the permit charge. In the exercise of his reasonable discretion and for good cause shown, the Director of Public Works or his/her designee may waive or reduce the permit and inspection fees for sidewalk work which is necessitated by the root damage from City owned trees.
2. Field Inspection: The charge for field inspection shall be as follows:

a. Curbing	\$ 28.00	for each ten L.F. or fraction thereof
b. Curb and Gutter	\$ 28.00	for each ten L.F. or fraction thereof
c. Sidewalks	\$ 28.00	for each 100 sq. ft or fraction thereof
d. Driveway approach: Same charge as for sidewalks.	\$ 28.00	per 100 sq. ft or fraction thereof

(BMC 16.04.110)

B. Permit - Cash Deposit or Bond in Lieu Required - Conditions

1. When construction is to be performed pursuant to the provisions of this chapter, the sum of \$1,376 for each permit shall be deposited with the Department of Planning and Development as a guaranty that all work, including excavation, stockpiling materials, protection and repair of property in the public right-of-way including shrubs, maintenance of pedestrian and vehicular safety and convenience, and cleanup, will be done in a proper and workmanlike manner and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee.
2. In lieu of such deposit for each permit, a surety company faithful performance bond in the amount of \$11,305 may be filed with the Planning and Development Department. Such bond shall be conditioned that all construction of sidewalks, parking steps, driveway approaches, curbs or curbs and gutters shall be done in a proper and workmanlike manner, and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee. Any such bond may be conditioned as a continuing bond and not be limited to any particular location in the City. The form of such bond shall be approved by the City Attorney.

FEE TYPE / DESCRIPTION	FEE	REMARKS
3. In the event the work is not done in a proper and workmanlike manner, or not done in accordance with the requirements of this chapter or any other ordinance or requirements of the City, or not done to the satisfaction of the Director of Public Works or his/her designee, the City may perform or cause to have performed the necessary construction work, repair work or cleanup work and deduct the cost thereof from said deposit or require the cost thereof to be paid by said surety company on its bond.		
4. In the exercise of his reasonable discretion and for good cause shown, the Director of Public Works or his/her designee may waive or reduce the deposit or bond required by this section in order to encourage property owners to do or cause to have done the work provided for hereunder; provided, that if such work is not being performed in a satisfactory and timely manner, the Director of Public Works or his/her designee may order that the deposit or bond required by this section be filed and the work stopped until such filing is made. (BMC 16.04.130)		

III. SANITARY AND STORM DRAIN SEWERS

A. Sewer and Storm Drain Construction Fees

1. The following fees shall be paid to the Planning and Development Department for sewer and storm drain construction:
 - a. For each permit for lateral sewer or storm drain construction within the public right-of-way or other public easement \$127.
 - b. For inspection of lateral sewer or storm drain construction within the public street area and connection to the existing sewer or storm drain main \$206 for each month or fraction thereof between issuance of the permit and final inspection and approval by a City Inspector.
 - c. For inspection of construction of sewer or storm drain mains in the public right-of-way or other public easement, and for inspection of lateral sewer or storm drain construction in the public street area, without connection to main \$190 per hour.
 - d. For engineering work and inspection required in establishing backline easements and re-use connections - \$190 per hour, two-hour minimum.
 - e. For sewer lateral capping, \$190 per hour, two-hour minimum.
 - f. For engineering work and inspection involved with mainlines and maintenance holes, \$190 per hour, two-hour
2. For any work performed, wholly or in part, without first secured the permit required by provisions of this section, the person firm or corporation having performed such work shall pay a permit fee which shall be five times the permit fee provided by this section, and five times the inspection charge for any month, or any fraction thereof, that the work has been in progress without a permit. All inspection fees shall be doubled for such inspection performed on Saturdays, Sundays and holidays.

(BMC 17.16.050)

B. Sewer Construction, Cash Deposit or Bond in Lieu of

1. When a sewer or storm drain is to be installed in the public right-of-way or other public easement, the sum of \$1,376 for each permit shall be deposited with the Planning and Development Department as a guaranty that all sewer or storm drain work, including backfill, street paving and cleanup, will be done in a proper and workmanlike manner.
2. In lieu of such deposit for each permit, a surety company faithful performance bond in the amount of \$11,306 may be filed with the Planning and Development Department. Such bond shall be conditioned that all sewer or storm drain work, including backfill, street paving and cleanup shall be done in a proper and workmanlike manner and in accordance with all City requirements and to the satisfaction of the Director of Public Works or his/her designee.

(BMC 17.16.050)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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C. Private Sewer Lateral Certification (BMC 17.24.160)	\$ 150.00	Reso 63,262, July 2006
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IV. EXCAVATIONS

A. Permit - Required - Application Time and Contents for Mains or Lateral Pipes

Whenever any person, firm or corporation desires to open trenches in the public streets or thoroughfares for the purpose of placing therein main or lateral pipes or conduits, other than lateral sewers, such person, firm or corporation shall make application in writing and obtain a permit from the Planning and Development Department not less than forty-eight hours in advance of his/her or its desire to so open trenches in said streets and thoroughfares, except in case of accident or emergency, in which case written notice shall be given within twenty-four hours after any such opening; provided however, that if said notice cannot be given because the office is closed, then written notice shall be given within eight hours after the office which issues said permits is open for business.

The application for the permit shall give the names of the streets in which trenches are to be opened and names of the cross streets between which said trenches are to be made. A permit fee of \$127 and shall be paid for each permit issued hereunder; except, however, that such fee shall not be charged against any entity exempt by law from the payment of such fees. An inspection fee of \$190 per hour shall be charged for all inspections. (BMC 16.12.030)

B. Compliance with Regulations Required

The permittee shall conduct all operations in accordance with the Excavations Ordinance (BMC Chapter 16.12) and the "Trench Excavation and Surface Restoration in the Public Right-of-Way -Regulations and Requirements," promulgated pursuant to said Ordinance (hereafter "Regulations.").

C. In-lieu Fees - Required When

For excavations in streets less than five (5) years from the date of application for a permit to excavate, permittee shall resurface the trenched area as provided by the Regulations. At the discretion of the Director of Public Works or his/her designee, such resurfacing requirements may be waived and the permittee shall pay an in-lieu fee as follows:

Type of Excavation	In -lieu Fee
Trench (excluding new service connections)	\$4.20 per square foot of street area required to be resurfaced by the regulations
Bell hole/new service connection	\$676 /bell hole or new service connection

V. STREET AND SIDEWALK USE PERMIT

A. Permit Fees

1. A permit fee of \$127 shall be charged for each street use permit issued below. In addition there shall be paid for the use of street area, curb or sidewalk in areas classified as commercial, R-3, R-4 and R-5 in the zoning ordinance, during construction for which a building permit or public works permit has been issued, or for which such permit is required, including all University of California construction projects located in City streets, a fee of \$7.50 per linear curb foot per month.
 - a. Construction where storage of materials, debris or equipment is involved within the public right-of-way.
 - b. House moving.
 - c. Demolition where storage of materials, debris or equipment is involved within the public right-of-way.
 - d. Debris boxes by contractors.
 - e. Sidewalk seating, Benches and Planters (BMC 14.48.200)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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2. In the case of debris boxes used by homeowners, a fee of \$100 shall be charged, the inspection fees shall be waived.

(BMC 16.16.030)

3. In the case of Sidewalk Seating Tables and Chairs, a curb fee of \$7.50 per lineal foot per calendar year (no curb fee shall be charged for planters or benches)

B. Inspection Charges

Field inspections for the items in A1 above will be made by the City to insure that the permittee is maintaining a right-of-way for public, both in the sidewalk and street areas, provided, however, that inspection fees shall not be charged in the case of debris boxes used by homeowners. A charge of \$190 per hour for the first hour shall be made for such inspection service. If such inspection service exceeds one hour there shall be an additional charge of \$221 for each thirty days, or fraction thereof, that the permittee uses the streets or sidewalks pursuant to the permit issued hereunder. The hourly inspection charge for the first hour shall be doubled for inspections on Saturdays, Sundays and holidays. The hourly inspection charge shall be paid at the time the permit is issued and shall be based on the City's estimate of the time required for inspection service and the permittee's estimate of time for completion of all work, including cleanup and clearing the public right-of-way. If the work is unfinished at the expiration of the time estimated by the permittee, the permittee shall then deposit additional inspection fees based on estimate for completion of work

Such charge, if not paid, shall be deducted the surety company on its bond, if a surety bond has been filed in lieu of the required deposit.

A permit fee of \$17 for a single trip, or an annual fee of \$79 per year for a repetitive permit shall be charged for any overheight, overweight or overwidth vehicle or any overheight, or overwidth load being operated on any public street as defined in the State Vehicle Code. (BMC 16.16.130)

C. Increased Fees for Work Performed or Operation of Vehicle Without Permit

For any work performed, wholly or in part, or for the operation on any public street of an overheight, overweight or overwidth vehicle or any vehicle with an overheight, overweight or overwidth load as defined the State Vehicle Code, without first having secured the permit required by the provisions of this of this chapter, the person, firm or corporation having performed such work or operated such vehicle shall pay a permit fee which shall be five times the permit fee provided by this section, and an inspection charge five times the inspection charge provided by this chapter. (BMC 16.16.040)

D. Deposit - To Guarantee Removal of Materials or Equipment Required

As a guaranty to the City that such materials, appliances or other equipment so placed or stored on any street or sidewalk will be cleaned of all dirt, sand and debris of any kind to the satisfaction of the Public Works Director or his/her designee, and will be removed there from immediately upon the completion of such work, or at such time prior thereto when, in the judgment of said Public Works Director or his/her designee, the public interest or convenience will be best subserved thereby, said person, firm or corporation shall deposit with the Planning and Development Department the sum of \$1,376 for each permit issued under the provisions of this chapter. (BMC 16.16.070)

E. Deposit - Surety Bond in Lieu When - Conditions

In lieu of the deposit required by this chapter, a surety bond in the amount of \$11,306 may be filed with the Planning and Development Department, conditioned as a guaranty to the City that all costs for which any person, firm or corporation shall be liable, as in this section provided, will be paid upon demand therefore by the Public Works Director or his/her designee. Any such bond may be conditioned as a continuing bond and not be limited to any particular location in the City. Such bond shall be approved as to form by the City Attorney. (BMC 16.16.080)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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F. Waiver - Deposit and Bond

In the exercise of his reasonable discretion and for good cause shown, the Public Works Director or his/her designee may waive or reduce the deposit or bond required by this chapter, in order to encourage home owners to do or cause to be done the work herein. (BMC 16.16.050 and 16.16.080)

VI. NO PARKING SIGNS

No parking signs will be required in conjunction with all street use permits.

If it is determined by the Planning and Development Department that the use of the signs applied for will not be detrimental to public safety or general welfare, a permit will be issued for the use of such signs upon payment of a permit fee of \$34 and upon receiving the signed statement of the applicant agreeing to be bound by the conditions of the permit and these rules and regulations; provided, however, that an additional permit fee equal to the cost of a meter in the amount of \$79 per week shall be charged for each 20 feet of time limit zone and each meter for work requiring a time period of one month or more. In addition, a processing fee of \$15 shall be made for each sign posted.

Should an applicant need to replace previously issued No Parking signs which have been lost, stolen or damaged, a processing fee of \$5 shall be paid for each re-issued sign.

Seasonal Ground Signs (in the Public right-of-way) - \$83 for the first three signs and \$15 for each additional sign

VII. ENCROACHMENT PERMITS

The following fees for encroachment permits shall be paid in advance to the Planning and Development Department of the City:

1. A non-refundable application fee in the amount of \$454 for each permit below.

a. Minor encroachment permit: \$1,228 paid upon approval of permit.

b. Major encroachment permit: \$1,774 paid upon approval of permit.

2. Decorative non-commercial installation in a public right-of-way: a permit fee of \$127

3. Above ground planter: \$153

4. Inspection when required by the Director of Public Works or his/her designee: \$190 per hour.

5. Tieback and soil nail fee for tie backs soil nails less than or equal to 12 feet deep	\$	2,100.00	per tieback or soil nail
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6. Tieback and soil nail fee for tie backs soil nails less than or equal to 24 feet deep but more than 12 feet deep	\$	1,050.00	per tieback or soil nail
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7. Tieback and soil nail fee for tie backs soil nails greater than 24 feet deep	\$	525.00	per tieback or soil nail
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(BMC 16.18.025)

FEE TYPE / DESCRIPTION	FEE	REMARKS
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VIII. SUBDIVISION FEES

A. Processing and Review

The following fees or charges for processing and review of subdivision maps and certificates shall be paid in advance to the Planning and Development Department of the City:

1. Lot line adjustmenst filing fee (BMC 21.32.040)	\$	1,743.00	
2. Reversion to acreage filing fee (BMC 21.48.040)	\$	1,743.00	
3. Parcel mergers (BMC 21.52.060)			
Filing fee	\$	1,743.00	
Public hearing fee	\$	633.00	
4. Correction and amendment of a recorded map filing fee (BMC 21.56.050)	\$	1,445.00	
5. Certificate of compliance filing fee (BMC 21.60.050)	\$	1,743.00	
6. Tentative tract maps (BMC 21.16.043)			
Filing fee	\$	4,820.00	
Public hearing fee	\$	633.00	
7. Vesting tentative parcel maps filing fee (BMC 21.18.070)	\$	5,316.00	
8. Vesting tentative tract maps (BMC 21.18.070)			
Filing fee	\$	5,316.00	
Public hearing fee	\$	633.00	
9. Minor amendment to approve tentative map (BMC 21.16.080)			
Filing fee	\$	323.00	
Records Management fee	\$	50.00	
10. Major amendment to approved tentative map (BMC 21.16.080)			
Filing fee	\$	1,003.00	
Public Hearing fee	\$	633.00	
Records Management fee	\$	50.00	
11. Final tract maps (BMC 21.20.020)			
Filing fee	\$	376.00	
Map Checking fee	\$	181.00	/lot, parcel or unit
12. Parcel maps filing fee (BMC 21.24.040)	\$	4,820.00	
13. Office engineering fee (BMC 21.04.070)	\$	190.00	per hour

B. Deposit - Refundable

A deposit in the amount of \$588 shall be paid at the time of filing and, in addition to the filing fees, for the following:

Final maps; parcel maps; lot line adjustments; reversions to acreage; parcel mergers; corrections and amendments to recorded maps; and certificates of compliance.

NOTE: Such deposit shall be refunded upon the receipt by the City of a duplicate original of the recorded subdivision map, made upon a mylar material. If receipt of said mylar map is not made within six (6) months following the date the map was recorded, the City will permanently retain all of the deposit to defray the cost of obtaining a mylar copy of the recorded map for its records.

IX. CREEK FEES

FEE TYPE / DESCRIPTION		FEE	REMARKS
CEQA compliance certification, Fish and Game approval, and Section 401 Army Core of Engineer's permit must be completed prior to acceptance of the application by Public Works for approval.			
All horizontal distances are measured on the level and all vertical distances shall be measured perpendicular to the level horizontal.			
A. Creeks identification fee		\$ 495.00	
B. Creek permit base fee		\$ 988.00	
C. CEQA review fee for open creeks		\$ 741.00	
D. Public Works Commision hearing fee		\$ 741.00	
E. Additional fees: \$153 per hour x hours required		\$ 190.00	/hour
F. Records Management fee		\$ 50.00	

CHAPTER E - TRAFFIC ENGINEERING**A. Applications for residential, commercial, industrial and institutional projects (up to two rounds of plan checks)**

Project Valuation	Per 100 value over \$3000
Up to \$200,000	\$90 flat fee
\$200,001 - \$300,000	\$0.18 + \$90
\$300,001 - \$400,000	\$0.30 + \$90
\$400,001 - \$500,000	\$0.42 + \$90
\$500,001 - \$2,000,000	\$0.55 + \$90
\$2,000,001 - \$5,000,000	\$0.60 + \$90
Over \$5,000,000	\$0.65 + \$90

B. Miscellaneous Fees

FEE TYPE/DESCRIPTION		FEE	REMARKS
1.	Pre-application consultation or walk-in requests for advice	\$ 200.00	/hour (\$40 minimum under 15 minutes or each additional 15 minutes or fraction thereof)
2.	Peer review of traffic impact studies and EIRs submitted by traffic engineering consultants for large development projects	\$ 200.00	per staff hour
3.	Construction traffic plan monitoring	\$ 200.00	per staff hour
4.	Post-construction traffic monitoring	\$ 200.00	per staff hour
5.	Administrative Use Permits (when Traffic Engineering review is required)	\$ 400.00	base fee for up to two staff hours
		\$ 200.00	per hour in excess of first two staff hours
6.	Use Permits (when Traffic Engineering review is required)	\$ 800.00	base fee for up to four hours
		\$ 200.00	per hour in excess of first four staff hours
7.	Plan checking in excess of two rounds	\$ 200.00	per staff hour

CHAPTER F - RESIDENTIAL HOUSING SAFETY PROGRAM (RHSP)

The following represents the fee schedule for habitability inspections performed by Housing Code Enforcement and the administration of the Rental Housing Safety Program (RHSP).

REINSPECTION FEES

TYPE OF INSPECTION	HOUSING CODE STATUS	CURRENT FEE
Initial Inspection	With or Without Cited Code Violations	None
1st Reinspection	All Cited Violations Corrected	None
	All Cited Violations Not Corrected	\$400
2nd Reinspection	Whether or Not All Cited Code Violations Corrected	\$600
All Other Reinspections	Whether or Not All Cited Code Violations Corrected	\$800

This fee schedule applies to each case being inspected. (Individual units, exterior/common areas in buildings and individual rooms in hotels are considered "cases" for the purposes of this resolution.)

PLEASE NOTE: It is the owner's responsibility to inform the tenant(s) of the scheduled inspection and arrange access to each unit to be inspected. The owner is charged whether or not he/she is present at the site during the scheduled inspection. However, owners may not be charged if the tenant refuses the inspector entry to the unit.

PENALTY FEES

TYPE OF INSPECTION	HOUSING CODE STATUS	AMOUNT OF FEE
Late payment Fee	Penalty fees will be assessed for every reinspection or annual flat fee delinquent 1-30 days.	10% of the delinquent amount when 1-30 days late
	Additional penalty fees will be assessed for every reinspection or annual flat fee delinquent 31+ days.	40% of the delinquent amount when 31+ days late
Notice of Termination processing Fee	Cost recovery for City title report expenses paid place a Notice of Violation on a property title with Alameda County. Once the Violations are corrected, the property owner reimburses the City this expense, in addition to any outstanding fees/penalties due..	\$100 per Notice of Termination processed
Administration Lien Fee	Accounts which remain outstanding after 60 days from the initial billing date shall be filed with the County of Alameda as a lien on the property. The lien amount shall include an administrative processing fee in addition to the initial billing amount and applicable late payment fees.	\$250 per account

ANNUAL FLAT PER UNIT/ROOM FEES

FEE TYPE	RESIDENTIAL STRUCTURE	CURRENT FEE	PROPOSED FEE CHANGE
Annual Per Unit Fee	Residential rental buildings	\$56 Per Unit	\$60 Per Unit
Annual Per Room Fee	Residential hotels and boarding house (with five or more rooms)	\$28 Per Room	\$30 Per Room

CHAPTER G- OFFICE OF ENERGY AND SUSTAINABLE DEVELOPMENT

FEE TYPE / DESCRIPTION				FEE	REMARKS
I.	Building Emissions Saving Ordinance (BESO): Fees due with compliance filing at intervals shown				
		<u>Building size/type:</u>	<u>Filing frequency:</u>		
	A.	Large Buildings, ≥ 25,000 square feet	Every 5 years	\$ 240.00	
	B.	Medium Buildings, between 5,000 and 24,999 square feet	At point-of-listing	\$ 152.00	
	C.	Small Buildings, < 5,000 square feet, excluding 1-4 unit residential buildings	At point-of-listing	\$ 79.00	
	D.	Residential Buildings of 1-4 units	At point-of-listing	\$ 79.00	
	E.	Deferral of BESO compliance to buyer	At point-of-listing	\$ 110.00	
	F.	Administrative Late Fee	N/A	\$ 85.00	

CHAPTER H - Planning and Development Department administration					
Department-wide fees for services not otherwise listed in this schedule					
FEE TYPE / DESCRIPTION			CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
I.	HOURLY RATE				
		For staff services not otherwise specified in the Divisional sections of this fee schedule:	\$ 200.00	\$ 250.00	per hour; minimum one hour charged
II.	PUBLIC RECORDS				
	A.	Copying of documents in response to public records requests:			As specified in A.R. 3.8
	B.	Copying of compact discs (CDs)	\$ 10.00		Per CD copied
	C.	Customized computer programming/operations to extract electronic records	Actual Cost		City IT department will provide estimated expense prior to data extraction. Deposit of funds against City costs may be required

**NOTICE OF PUBLIC HEARING
BERKELEY CITY COUNCIL
REVISIONS TO PLANNING DEPARTMENT FEE SCHEDULE**

The public may participate in this hearing by remote video or in-person.

Notice is hereby given by the City Council of the City of Berkeley that a public hearing will be conducted by said city council of the City of Berkeley at which time and place all persons may attend and be heard upon the following:

The Planning and Development Department is proposing revisions to its fee schedule July 1, 2024, to increase the hourly rate for staff time in all divisions of the department to \$250 per hour, to set fees for the new Building and Safety Division permits and processes, to create a new Land Use Planning application fee and offset those costs through reductions in discretionary permit fees, to increase the annual fees of the Rental Housing Safety Program, and to update various other fee rates and make minor clarifications to the existing fee schedule; and

The hearing will be held on May 21, 2024 at 6:00 PM in the School District Board Room, located at 1231 Addison Street, Berkeley CA 94702.

For further information, please contact Jim Bondi, Associate Management Analyst, at (510) 981-7428.

A copy of the agenda material for this hearing will be available on the City's website at <https://berkeleyca.gov/> as of May 9, 2024. **Once posted, the agenda for this meeting will include a link for public participation using Zoom video technology, as well as any health and safety requirements for in-person attendance.**

Written comments should be mailed or delivered directly to the City Clerk, 2180 Milvia Street, Berkeley, CA 94704, or e-mailed to council@berkeleyca.gov in order to ensure delivery to all Councilmembers and inclusion in the agenda packet.

Communications to the Berkeley City Council are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the City Council, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the City Clerk. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the City Clerk at (510) 981-6900 or clerk@cityofberkeley.info for further information.

If you challenge the above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written

correspondence delivered to the City of Berkeley at, or prior to, the public hearing. Background information concerning this proposal will be available at the City Clerk Department and posted on the City of Berkeley webpage at least 12 days prior to the public hearing.

Published: May 10 and May 17, 2024 – The Berkeley Voice
Published pursuant to Government Code Section 6062a

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I hereby certify that the Notice for this Public Hearing of the Berkeley City Council was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on May 9, 2024.

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Mark Numainville, City Clerk