



Office of the City Manager

PUBLIC HEARING

June 17, 2025

To: Honorable Mayor and Members of the City Council

From: Paul Buddenhagen, City Manager

Submitted by: Jordan Klein, Director, Planning and Development Department

Subject: Changes to the Planning and Development 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, 2025, to increase fees for base building permit applications and permit fees based on project valuations, to create permit fees for new types of solar and energy storage systems, to increase fees for certain appeals of Land Use decisions, to increase fees for Zoning Certificate for Short-Term Rentals, to update fees for compliance with new Building Emissions Savings Ordinance (BESO) requirements, to increase the Public Works Department Engineering and Transportation Division fees which reside in the Planning fee schedule, and to make minor clarifications to language in the existing fee schedule; and
2. Rescinding Resolution No. 71,357-N.S. effective July 1, 2025.

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. Building and Safety Division: Increase to base fees charged for every building permit, from \$100 to \$150; to valuation-based permit fees, from \$2.20 to \$2.40 per \$100 value of improvements (for project valuations over \$3,000); and to investigation fees for work done without permits, from equal to the unpaid amount to double the unpaid amount. None of these fee amounts/rates have changed in more than ten years. Create new fees for plan checks of pre-approved ADU designs, issuing Temporary Certificates of Occupancy, new types of solar and energy storage systems, and appeals of Building Official determinations.

2. Land Use Appeals: Increase fees for non-applicants to appeal approvals by staff or Commissions, to better reflect the costs incurred by the City to prepare for such appeal hearings. These appeal fees were last changed in 2022. Fees for project applicants to appeal were increased last year and are not proposed to change further.
3. Zoning Certificates for Short-Term Rentals: Increase fee to \$375, the equivalent of 1.5 hours of staff time, to properly reflect the actual costs incurred by the City to process such applications. Fee was previously \$250, which is one hour of staff time, the rate at which this fee has been set since its inception in 2017.
4. Building Emissions Savings Ordinance (BESO): Create new fee types to reflect recent amendments to BESO that will require compliance at time-of-sale for smaller residential buildings starting in 2026. Increase assessment filing fees for large buildings (required only every five years) from \$240 to \$275.
5. Public Works: Certain fees from the Public Works Department's Engineering and Transportation Divisions are collected through the Permit Service Center, often in association with building permit activity. The dates of the most recent previous updates to those fees vary, from 2020 to as long ago as 2006. Public Works is proposing across-the-board increases of 20% to fees which have not been updated for ten years or more, and 7% increases to fees last updated between 2015 and 2020, in all cases to begin to recoup City costs which have increased by significantly more than those levels since the fees were last changed.

FISCAL IMPACTS OF RECOMMENDATION

The recommended increases to selected existing fee rates, and creation of new fees, will generate funds to cover costs which the City incurs for services related to building permits, appeals of Land Use approvals, administration of the BESO program, and Public Works services which are collected through the Permit Service Center. Fees collected for Building and Safety activities, Land Use appeals, and BESO compliance are deposited into the Permit Service Center Fund 621. Most Public Works fees for services related to permit activity are also deposited into that fund, with certain specific other fees going into the Sanitary Sewer Fund 611 or the Parking Meter Fund 631.

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.

While the City of Berkeley has benefited from a particularly long positive construction cycle, since 2017, there are strong indications that a down cycle has begun. 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 23.3%. City personnel expenses have also increased over this timeframe, which is attributable to increases in medical and pension expenditures and the need to remain competitive in a tight labor market.

Staff are proposing the following areas of fee increases to be effective July 1, 2025, to help ensure that the cost of providing the services listed in the fee schedule are covered by the fees charged. These services are delivered by the Planning Department, and by the Engineering and Transportation Divisions of the Public Works Department. Please see **Attachment 2** for a complete version of the Planning and Development Department fee schedule with all proposed changes tracked, including certain Public Works fees collected through Planning's Permit Service Center.

BUILDING AND SAFETY INCREASES

Fees for building permit applications include some portions which are fixed, some which are based on a project's base valuation, and some which are based on hourly staff time rates. This proposed action would change the base amount for all major permit types, from \$100 per permit application to \$150, and to the permit fees which derive from a project's declared valuation, from \$2.20 per \$100 value to \$2.40 (for project valuations over \$3,000). No changes are proposed to costs which derive from hourly staff time rates (which were updated effective July 2024; see Background section below). All proposed fee rates will remain at or below the City's cost of providing the permits.

- The Base Permit Fee (formerly named the "Minimum" permit fee, which was misleading) has stayed at its \$100 rate since it last changed in May 2010. City costs have increased substantially since that time. While this fee is not the primary way in which permit costs are recouped by the City, it is still important that it keep pace with expenses. Every building permit application the City receives, of which there are thousands each year, accrues to the City certain administrative expenses for intake, routing, and permit issuance. While other aspects of the permit process have seen fees change to keep pace with costs, this one has not changed since 2010.
- Similarly, the project valuation-based building permit fee increase, proposed to be \$2.40 per \$100 value of improvements, was also last changed in May 2010, when it was set at its current \$2.20 per \$100 rate. This valuation-based approach to permit fees is required by the California Building Code, which directs that a project applicant provide an estimated project valuation at time of application. Once the estimate is accepted by the City's Chief Building Official, standard practice calls for using the valuation as the main variable in a formula from which

the permit fees are set in the City's fee schedule, proposed here at \$2.40 per \$100 declared valuation.

City costs have increased substantially in the 15 years since this rate was last adjusted. This fee covers a range of permit-related services, but primarily covers the costs of building inspections as a project progresses. When charged on an hourly basis the Planning staff time rate is \$250/hour, which was last adjusted in July 2024. However, the valuation-based rate was not similarly adjusted at that time. The revised valuation rate increase will come closer to covering actual City costs for building inspections and other services for the duration of a construction project.

It is also important to note that this fee only applies to projects valued at \$3,000 or more, and would thus not affect fee rates paid for smaller building permit projects. Higher-valued construction projects are much more staff intensive; an eight-story apartment building, for instance, will require hundreds of inspections of different aspects of its construction while underway. A small home project, by contrast, will often only need a single inspection at project completion.

Because Berkeley's fees are structured differently than those in neighboring jurisdictions, a direct comparison cannot be made, except to note that City Building Officials believe Berkeley's fees to be on balance lower than those in Albany and Oakland for similar projects.

By way of example, for a single-family home to upgrade its electrical panel to a 200 Amp service under the current (circa 2010) fee structure, the estimated permit cost would be \$193. Under the proposed new rates, the same permit would cost \$245. Staff estimate that the same permit would cost \$340 in the City of Albany and \$470 in Oakland, based on each city's published fee schedules. For larger projects this comparison isn't possible, as the other cities' schedules do not describe exactly which services each fee covers. Looking at Berkeley's proposed rate change alone, using as an example a significant home renovation with a \$200,000 project valuation, the estimated permit cost under the existing fee rates would be \$9,497. Under the proposed new rates, the same permit would cost \$10,334.

- Investigation fees reflect the costs to the City to investigate and remediate the effects of construction determined to have taken place without proper permits. Such work is staff-intensive, requiring multiple inspections and steps to enforce compliance, such as Notices of Violation. In these cases, the investigation fee is the only mechanism the City has to recoup its costs. The current rate of *"Equal to and in addition to the permit fee for scope of work performed without a permit and/or inspections"* has been unchanged in the Planning Fee Schedule for more than 20 years. Unfortunately, significant amounts of illegal construction in

Berkeley come to light every year following complaint-based investigations. Increasing this fee to double the delinquent permit fee amounts will help to cover the significant costs the City is already incurring to address such conditions.

BUILDING AND SAFETY NEW FEES

Building and Safety is also proposing to add a few new fees, each to cover services which did not previously exist, or to account for variations on existing services which are not currently well described in the Fee Schedule.

- Plan Checks for Pre-Approved ADU designs. Recent state law AB 1332 now requires cities to have processes for “pre-approved” ADU designs. Designers submit generic plans for no specific location, the City assesses fees and checks the plans the same way it does with any building permit application, and once approved the designer can market those plans as pre-approved to prospective customers. However, when a Berkeley homeowner applies to build one of these pre-approved ADU designs on their property, the City still incurs some plan check costs (conformance to lot lines, setbacks, height and lot coverage limits where applicable, and connections to existing utility infrastructure, among others). Since the pre-approval process will have saved some but not all of the City plan check costs in this scenario, Building and Safety proposes to add a 50% discounted plan check review rate for applicants using a pre-approved design for their ADU project.
- Temporary Certificates of Occupancy (TCOs). These documents used to be very rare in Berkeley, but have become more common in recent years. Every new residential unit requires a Certificate of Occupancy, and obtaining this document is an ordinary part of the residential construction process. More recently, builders working to complete final details and required inspections have asked for TCOs, to allow renting property while certain non-essential aspects are pending final City approval. Berkeley only considers granting TCOs if the remaining aspects are NOT required for the health and safety of occupants. The proposed rates for TCOs are \$250/hour (minimum three hours) at the standard department hourly rate, plus \$62.50 to issue the TCO.
- Solar and Photovoltaic Storage systems. The current fee structure covers all solar/PV systems in a single line, “Solar/Photovoltaic Panels System,” which has not kept up with the increasing variation and complexity of solar and battery storage options. Accordingly, the department proposes to add eight sub-categories for systems of different capacities, battery storage systems, and lower fee rates for residential applications which use the “SolarApp+” online filing option. See **Attachment 2** for a complete list of categories and fee rates.

- Appeals of Building Official Determinations. Certain decisions under the authority of the City Building Official are subject to appeal, including violations and penalties under BMC Chapter 19.40, the Housing Code. While not common, the City does on occasion receive appeals of these determinations, which requires staff to research and prepare hearing materials and the conduct of the hearing itself. The proposed rate for this new fee is \$1,000, representing four hours of staff time at the standard department hourly rate.

LAND USE APPEAL FEES

Decisions to approve or deny discretionary Zoning permits which are made at the staff level are subject to appeal to the Zoning Adjustments Board (ZAB). Decisions made by ZAB, or by other relevant City Commissions, are subject to appeal to the City Council. In all cases appeal fees are required. Berkeley's appeal fees are structured with tiers for appeals by a project applicant themselves (when appealing a project denial or conditions), or by a non-applicant, typically a member of the public or organization appealing a project approval.

When project applicants appeal, those fees are set in increments of the hourly staff time rate, the same as other expenses associated with the project. Those hourly rates were increased last year and are not proposed for further changes now.

The appeal fees for non-applicants, however, have never been directly indexed to the cost of the staff time. As a result, the City is not recouping the substantial costs it incurs in preparing for appeal hearings, and is in effect therefore subsidizing appeals of Zoning approvals by non-applicants. The non-applicant appeal fees were last increased in May 2022. The following are the proposed changes to those rates (red font), with the Applicant appeal fees shown for comparison:

CHAPTER B - LAND USE PLANNING				
FEE TYPE / DESCRIPTION		CURRENT FEE	PROPOSED FEE CHANGE	REMARKS
X.	Appeals			
	A. Non-Applicant Appeal of AUP	\$ 500	\$ 2,000	
	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	\$ 800	
	C. Non-Applicant Appeals of ZAB or LPC	\$ 1,500	\$ 3,000	
	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	\$ 1,000	
	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	\$ 2,000	
	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		line to be removed.

As proposed, the non-applicant rates would be half of the rates charged to project applicants, and non-applicants would still be able to significantly further reduce their

appeal fees by obtaining signatures from residents in the immediate neighborhood of the project site.

Preparation of any kind of appeal report and hearing is a demanding and time-intensive exercise. As these are quasi-judicial proceedings, which may precede formal legal action between involved parties and the City, the report materials are reviewed in exhaustive detail by the project planner, the Land Use Manager, the Planning Director, the City Attorney's office and the City Manager. Hearings must be formally noticed with mailings to all nearby residents and posting hearing notices around the project site. For the appeal hearings themselves, staff prepare presentations and attend the evening meetings. Planning staff conservatively estimate that even the simplest project appeal involves at least 20 hours of Planning staff time, and much more for complex projects, without accounting for time spent by other reviewers like the City Attorney. On a purely hourly rate basis, appeal fees of up to \$10,000 could be justified. The rates proposed in this report will not recoup all City costs, but will cover more than is currently the case, while recognizing the civic interest in not setting an unreachable bar for non-applicant appeals.

ZONING CERTIFICATES FOR SHORT-TERM RENTALS

Berkeley requires that persons wishing to use their property as a Short-Term Rental comply with a variety of City regulations and limitations¹. Among these is the requirement that prospective hosts receive a Zoning Certificate for Short-Term Rentals (ZCSTR). This is the vehicle through which staff confirm that the property complies with all City requirements to be allowed for use as an STR, within limitations such as unit build date, previous long-term rental uses, and STR stay durations. Since its inception in 2017, the fee for a ZCSTR has been set at one hour of the staff time rate. However, a recent workflow analysis showed that most STR application reviews take longer than one hour. Accordingly, the department proposes to increase the ZCSTR rate to \$375 per application, the equivalent of 1.5 staff time hours.

BUILDING EMISSIONS SAVING ORDINANCE

BESO was first adopted in 2015 and has become Berkeley's foremost strategy for reducing greenhouse gas emissions from the City's existing building inventory. The ordinance has been amended several times since initial adoption, most recently in March 2025, when the program was expanded to include resilience upgrade requirements for small residential structures (1-4 units). Starting in 2026, when such properties go up for sale, the sellers must complete an energy assessment and either make certain improvements to promote the building's efficiency and resilience, or funds must be set aside and sent to the City through escrow for the buyers to make upgrades. The buyers would have three years after the sale to complete the resilience upgrade

¹ <https://berkeleyca.gov/city-services/livable-neighborhoods/short-term-rentals>

requirements. More information about BESO can be found at <https://berkeleyca.gov/construction-development/green-building/building-emissions-saving-ordinance-beso>.

To administer the new requirements for small residential buildings, new fees have been created for the required compliance certificate for homeowners who have completed the upgrades and for the noncompliance fee for sellers who do not complete the assessment. The current filing fee for small residential building assessments will be eliminated. In addition, the program proposes an increase to the fee for the owners of large buildings meeting their reporting requirement (every five years) to more accurately reflect the staff costs associated with reviewing and processing the report, and has revised the wording and structure of the schedule to reflect the time-of-listing requirements. See **Attachment 2** for full details.

PUBLIC WORKS FEE CHANGES

Many fees charged by Public Works' Engineering and Transportation Divisions reside within the Planning fee schedule, as they are often collected through the Permit Service Center in association with building permit activity. These fees have not been updated for some time and are not covering the costs incurred by the City to deliver the services. For this reason, the Public Works Department is proposing the following fee increases:

- Engineering Division: Fees in this section of the schedule cover City costs, when associated with private development projects, for activity involving use or replacement of sidewalks and streets, sewers and storms drains (including private sewer laterals), subdivision maps, and work within protected creek zones, among other services. See **Attachment 2** for a complete list of these.

As with some Planning and Development Department services, Engineering has some fees which are based on increments of its hourly staff time rate, and other fees which are fixed to other non-staff costs. The last update of the Public Works Engineering fees which are based on hourly staff time rates was December, 2020. Based on the Local 1 union MOUs, salary rates have increased 20% since that last update. Public Works now proposes an increase of 7% to its fees based on hourly rates, to begin to more adequately cover City costs while avoiding an immediate large spike in fee rates. Public Works intends to gradually increase these hourly rates in each future year until they fully catch up to current costs. The proposed hourly Engineering staff time rate will go to \$203/hour, from the current rate of \$190/hour.

The Engineering fees which are not directly derived from hourly staff time rates were last updated in June, 2010. Fees in this category include base permit application fees, surety deposits required against work performed on City infrastructure, sidewalk seating, and private sewer lateral compliance certificates,

among others. Based on the Local 1 union MOUs, salaries have increased 47% since the 2010 fee update. The proposed increase of 20% in the Public Works non-hourly fees will be less than the full amount needed to recapture the full City cost increase since 2010, but will avoid a sudden spike in fee rates for customers immediately. Public Works intends to gradually increase the fee rates in each future year until they fully catch up with current costs.

- **Transportation Division:** Fees listed here cover City costs, when incurred on private development projects, to review proposed plans and to impose and monitor conditions related to traffic and other transportation-related impacts. Public Works Transportation staff meet with applicants prior to project submittal to suggest ways to minimize impacts and prioritize safety, staff review proposed plans to mitigate traffic circulation impacts, and develop and monitor project conditions regarding impacts during construction. Some of the Transportation Division fees are based on project valuations, and those fee rates have not changed since 2010. Public Works is proposing a 20% increase to its valuation-based fee rates to start to cover the substantially higher City costs to deliver those services in the intervening fifteen years. As described above, based on Local 1 union MOUs, salaries have increased 47% since the 2010 fee update. Other Transportation fees are set on an hourly staff time basis, which was last updated in 2020, and again as described above, the Local 1 union MOUs show a 20% increase to city salary costs since that time. Staff are proposing a 7% increase to those fees, setting the Transportation hourly staff time rate at \$214/hour, up from the current rate of \$200/hour. In both cases, the proposed increases will not completely cover the higher City expenses since the last rate change, to avoid a sudden spike in fee rates for customers. Public Works will make further annual fee rate adjustments in future years until costs are fully covered.

BACKGROUND

The costs of most of the work of the Planning and Development Department are covered through fees collected for services and deposited into dedicated enterprise funds, most notably the Permit Service Center Fund (621), which takes in all Building and Zoning fees. The PSC Fund also takes in fees for BESO compliance. Many fees the Planning and Development Department collects are based on multiples of the hourly staff time rate, which is \$250 per hour for staff across all divisions of the department. That hourly rate was updated in last year's fee schedule action (Resolution No. 71,357-N.S., adopted May 21, 2024). No hourly rate changes are proposed in the fee schedule updates included in this report.

Public Works fees which are collected through the Permit Service Center, typically associated with building permit activity, and most are also deposited into the Permit Service Center Fund (621). Certain other Public Works fees within the Planning fee

schedule are deposited into the Sanitary Sewer Fund (611) and the Parking Meter Fund (631) The dates of the last updates to these Public Works fees vary, but include:

- April 18, 2006, Resolution 63,262-N.S. created the Sewer Lateral Certificate of Compliance and set the fee at \$150.
- June 1, 2010, Resolution 64,918-N.S. was the most recent comprehensive update to most Engineering Division fees, and to the project valuation-based Transportation fees.
- May 15, 2012, Resolution 65,721-N.S. created the sidewalk seating fee and set it as its current rate of \$7.20 per lineal foot per year.
- December 1, 2020, Resolution 69,640-N.S. was the most recent update to hourly-based fees of the Engineering and Transportation Division.

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. New fees for the BESO program specifically support the City's goals to become a Fossil Fuel-Free City, to reduce GHG emissions 60.5% from 2018 by 2030, and to become carbon neutral by 2045. Numerous Public Works services covered by these fees also support City sustainability goals, such as storm water management and streets and sidewalks infrastructure for pedestrians and bicyclists, and protection of Berkeley's creeks.

RATIONALE FOR RECOMMENDATION

When fees are not regularly raised to keep pace with City costs, it has the effect of subsidizing current City service delivery through other means. In the Planning and Building area, fees are taken in at the beginning of projects which can last for months or years. When current fees fail to keep pace with City costs, then it is the permit applicants of the past who are in effect covering the expenses of current applicants. Over time, if left uncorrected, this would create a structural deficit, and/or force reductions in service time and quality. The fee changes proposed in this action would properly charge current project applicants for the expected costs of their projects, without reducing the timeliness or efficiency of the services provided.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

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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, AND CERTAIN DEVELOPMENT-RELATED SERVICES BY THE
PUBLIC WORKS 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., on July 27, 2021 in Resolution No. 69,989-N.S., on May 24, 2022 in Resolution No., 70,371-N.S., and on November 29, 2022 in Resolution No. 70,621-N.S.; and

WHEREAS, certain fees charged by the Public Works Department, Engineering and Transportation Divisions, were amended on April 18, 2006 in Resolution 63,262-N.S., on June 1, 2010 in Resolution 64,918-N.S., on May 15, 2012 in Resolution 65,721-N.S., and on December 1, 2020 in Resolution 69,640-N.S.; and

WHEREAS, the hourly base rate for staff services across all Planning and Development Department divisions, plus numerous other non-hourly fees, were comprehensively updated, and the entire schedule was re-adopted May 21, 2024 in Resolution No. 71,357-N.S.; and

WHEREAS, certain other non-hourly fees throughout the Planning and Development Department fee schedule have not kept up with City costs since last adjusted, including base building permit application fees, building permit fees derived from total project valuations, investigation fees for addressing work done without proper permits, fees to review Short-Term Rental applications, and certain Land Use Planning appeal fees; and

WHEREAS, new City programs and practices for review of pre-approved plans for Accessory Dwelling Units, issuing Temporary Certificates of Occupancy, reviewing new types of solar and photovoltaic storage systems, and administering new types of compliance with the Building Emissions Savings Ordinance require the addition of new fees to the Planning and Development Department fee schedule; and

WHEREAS, certain fees of the Public Works Department's Engineering and Transportation Divisions are represented in the Planning and Development Department fee schedule, and have not been updated in as long as twenty years and have not kept up with City costs; and

WHEREAS, the Council of the City of Berkeley held a public hearing on June 17, 2025 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, 2025.

BE IT FURTHER RESOLVED that Resolution No. 71,357-N.S. is hereby rescinded, effective July 1, 2025.

Exhibits:

A: Fee Schedule

Attachment 1, 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:		
Base Permit Fee	\$ 150.00	for value of improvements up to \$3,000
Building Permit Fee	\$ 2.40	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
Pre-approved ADU Plan Check Fee		50% of Regular Plan Check Fee when utilizing pre-approved ADU plans.
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.
Temporary Certificate of Occupancy Issuance Fee	\$62.50	
Temporary Certificate of Occupancy Preparation Fee	\$250.00	per hour, with a minimum of three hours
III. SIGN PERMITS		
Base Permit Fee	\$ 150.00	up to \$3,000 value of improvements (signs)
Sign Permit Fee	\$ 2.40	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:		
	Base Permit Fee	\$ 150.00	
	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 Residential Utilizing SolarApp+	\$ 100.00	per system
	Solar/Photovoltaic Residential (15kW or less)	\$ 200.00	Includes Plan Check
	Solar/Photovoltaic Residential (Over 15 kW)	\$ 250.00	Plus \$15.00 per kW above 15kW. Includes Plan Check
	Solar/Photovoltaic Commercial (50 kW or less)	\$ 750.00	Includes Plan Check
	Solar/Photovoltaic Commercial (Over 50 kW)	\$ 750.00	Plus \$7.00 per kW above 50 kW. Includes Plan Check
	Energy Storage System - Residential up to 50kW Aggregate	\$ 150.00	
	Energy Storage System - Residential Over 50kW Aggregate	\$ 275.00	
	Energy Storage System - Commercial	\$ 500.00	
	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:		
	Base Permit Fee	\$ 150.00	
	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

FEE TYPE / DESCRIPTION		FEE	REMARKS
	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
	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:			
	Base Permit Fee	\$ 150.00	
	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

FEE TYPE / DESCRIPTION		FEE	REMARKS
	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
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		Double permit fees for the scope of work performed without a permit and/or inspection, in addition to the regular permit fees.
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.

FEE TYPE / DESCRIPTION		FEE	REMARKS
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.
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
	Appeal of Building Official Determination	\$1,000.00	Assumes four hours staff time. Appeals are heard by hearing body as specified in BMC Title 19

CHAPTER B - LAND USE PLANNING						
FEE TYPE / DESCRIPTION					CURRENT 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), 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.	Short-Term Rentals review		\$ 375	Assumes 1.5 hours
		3.	Accessory Dwelling Unit Neighborhood Notice		\$ 500	Assumes 2 hours for neighborhood notices and documentation (Plan check is billed separately, with Building Permit)
		4.	Accessory Dwelling Unit Plan Check		\$ 250	Assumes 1 hour for review.
		5.	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				CURRENT 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	\$ 1,500	Assumes 8 hours
		2.	Project valued at \$50,000 to \$2,000,000	\$ 2,500	Assumes 12 hours
		3.	Project valued over \$2,000,000	\$ 3,500	Base fee deposit assumes 16 hours. Add \$250 per hour for staff time beyond 16 hours.
		4.	Signs/Awnings	\$ 300	Assumes 2 hours
	B. Design Review Committee				
		1.	Project valued under \$50,000	\$ 2,500	Assumes 12 hours
		2.	Project valued at \$50,000 to \$2,000,000	\$ 3,500	Assumes 16 hours
		3.	Project valued over \$2,000,000	\$ 5,500	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				CURRENT 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	\$ 1,700	
		2.	Project valued between \$50,001 and \$1,999,999	\$ 2,800	
		3.	Project valued at \$2,000,000 or more	\$ 5,500	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		\$ 2,000	
	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		\$ 800	
	C.	Non-Applicant Appeals of ZAB or LPC		\$ 3,000	
	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		\$ 1,000	
	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		\$ 2,000	
	H.	Appeal of DRSL or DRC by Applicant		\$ 4,000	Assumes 16 hours
	J. I.	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				CURRENT 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

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		CURRENT FEE	REMARKS
I. Engineering Fees			
1.	Engineering work required for review or preparation of sewer plans and specifications	\$203	per hour
2.	Engineering work required in abandonment of easement	\$6,242	
3.	Engineering work required in abandonment of streets, paths, walks, steps and similar public ways	\$10,702	
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.	\$203	per hour
b.	Engineering work and inspection required for grading or regarding streets.	\$203	per hour
c.	Engineering work and inspection required for concrete sidewalks, curbs and gutter.	\$203	per hour
d.	Engineering work and inspection required for pavement in area of roadway.	\$203	per hour
e.	Engineering work and inspection required for culverts and	\$203	per hour
f.	Engineering work and inspection required for sewers.	\$203	per hour
g.	Engineering work and inspection required for structures of masonry construction of either brick or concrete.	\$203	per hour
h.	Engineering work and inspection required for construction storm water best management practices.	\$203	per hour
i.	Engineering work and inspection required for post - construction storm water best management practices	\$203	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.	\$203	per hour

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
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.	\$203	per hour
8.	Field survey:		
	One-person party	\$203	per hour/person (4 hours minimum)
	Two-person party	\$203	per hour/person (4 hours minimum)
	Three-person party	\$203	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 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.	\$152	for each such permit issued
2.	Field Inspection: The charge for field inspection shall be as follows:		
a.	Curbing	\$34	for each ten L.F. or fraction thereof
b.	Curb and Gutter	\$34	for each ten L.F. or fraction thereof
c.	Sidewalks	\$34	for each 100 sq. ft or fraction thereof
d.	Driveway approach: Same charge as for sidewalks.	\$34	per 100 sq. ft or fraction thereof

(BMC 16.04.110)

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
B. Permit - Cash Deposit or Bond in Lieu Required - Conditions			
1.	When construction is to be performed pursuant to the provisions of this chapter, a deposit shall be made 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.	\$1,651	for each permit shall be deposited with the Department of Planning and Development
2.	In lieu of such deposit for each permit, a surety company faithful performance bond 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.	\$13,566	performance bond amount to be filed with the Planning and Development Department
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:		

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
a.	For each permit for lateral sewer or storm drain construction within the public right-of-way or other public easement.	\$152	per permit
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 for each month of fraction thereof between issuance of the permit and final inspection and approval by a City Inspector.	\$247	for each month or fraction thereof
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.	\$203	per hour
d.	For engineering work and inspection required in establishing backline easements and re-use connections.	\$203	per hour, two-hour minimum
e.	For sewer lateral capping.	\$203	per hour, two-hour minimum
f.	For engineering work and inspection involved with mainlines and maintenance holes.	\$203	per hour, two-hour minimum
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, a deposit shall be made 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.	\$1,651	for each permit shall be deposited with the Planning and Development Department
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.	\$13,567	performance bond in the amount to be filed with the Planning and Development Department

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
(BMC 17.16.050)			
C. Sewer Lateral Certificates of Compliance			
1.	Upon submittal of documentation verifying that a property owner has complied with the private sewer lateral requirements of BMC 17.24, a private sewer lateral certificate application shall be submitted and a fee of \$150 shall be paid, per permit, to the City for the City Engineer to issue a Sewer Lateral Certificate of Compliance for effective periods of either 7 years or 20 years depending upon type of repair or replacement per BMC 17.24.	\$180	per certificate
(BMC 17.24.160)			
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 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 shall be charged for all inspections. (BMC 16.12.030)		\$152	paid for each permit issued
		\$203	per hour for all inspections
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.").			

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
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)		\$5	per square foot of street area required to be resurfaced by the regulations
Bell hole/new service connection		\$811	per bell hole or new service connection
V. STREET AND SIDEWALK USE PERMIT			
A. Permit Fees			
1. A permit fee shall be charged for each street use permit issued below. In addition there shall be a fee 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.		\$152	shall be charged for each street use permit issued
		\$9.00	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)			
2. In the case of debris boxes used by homeowners, a fee of shall be charged for each permit, the inspection fees shall be waived.		\$120	per permit
(BMC 16.16.030)			

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
3.	In the case of Sidewalk Seating Tables and Chairs, a curb fee shall be charged per lineal foot per calendar year (no curb fee shall be charged for planters or benches)	\$9.00	per lineal foot per calendar year
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 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.		\$203	per hour for the first hour for inspection The hourly inspection charge shall be doubled for inspections on Saturdays, Sundays and
		\$265	additional charge for each thirty days, or fraction thereof, that the permittee uses the streets or sidewalks
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 for a single trip, or an annual fee 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)		\$20	permit fee for a single trip
		\$95	annual fee: per year for a repetitive permit
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 fives times the inspection charge provided by this chapter. (BMC 16.16.040)			

FEE TYPE / DESCRIPTION	CURRENT FEE	REMARKS
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 a deposit shall be made with the Planning and Development Department for each permit issued under the provisions of this chapter. (BMC 16.16.070)	\$1,651	deposit per permit issued
E. Deposit - Surety Bond in Lieu When - Conditions		
In lieu of the deposit required by this chapter, a surety bond 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)	\$13,567	bond amount per permit
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 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 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 shall be made for each sign posted.	\$41	permit fee
	\$95	permit fee for each 20 ft of time limit zone and each meter per week
	\$18	processing fee per sign
Should an applicant need to replace previously issued No Parking signs which have been lost, stolen or damaged, a processing fee shall be paid for each re-issued sign.	\$6	processing fee for each re-issued sign

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
Seasonal Ground Signs (in the Public right-of-way)		\$100	for the first three signs
		\$18	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 paid for each permit type below.	\$545	application fee for each permit
a.	Minor encroachment permit: permit fee paid upon approval of permit.	\$1,474	per permit
b.	Major encroachment permit: permit fee paid upon approval of permit.	\$2,129	per permit
2.	Decorative non-commercial installation in a public right-of-way: permit fee	\$152	per permit
3.	Above ground planter: permit fee	\$184	per planter
4.	Inspection fee when required by the Director of Public Works or his/her designee:	\$203	per hour
5.	Tieback and soil nail fee for tie backs soil nails less than or equal to 12 feet deep	\$2,520	per tieback or soil nail
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	\$1,260	per tieback or soil nail
7.	Tieback and soil nail fee for tie backs soil nails greater than 24 feet deep	\$630	per tieback or soil nail
(BMC 16.18.025)			
VII. 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)	\$2,092	
2.	Reversion to acreage filing fee (BMC 21.48.040)	\$2,092	

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
3. Parcel mergers (BMC 21.52.060)			
	Filing fee	\$2,092	
	Public hearing fee	\$760	
4. Correction and amendment of a recorded map filing fee (BMC 21.56.050)		\$1,734	
5. Certificate of compliance filing fee (BMC 21.60.050)		\$2,092	
6. Tentative tract maps (BMC 21.16.043)			
	Filing fee	\$5,784	
	Public hearing fee	\$760	
7. Vesting tentative parcel maps filing fee (BMC 21.18.070)		\$6,379	
8. Vesting tentative tract maps (BMC 21.18.070)			
	Filing fee	\$6,379	
	Public hearing fee	\$388	
9. Minor amendment to approve tentative map (BMC 21.16.080)			
	Filing fee	\$388	
	Records Management fee	\$60	
10. Major amendment to approved tentative map (BMC 21.16.080)			
	Filing fee	\$1,204	
	Public Hearing fee	\$760	
	Records Management fee	\$60	
11. Final tract maps (BMC 21.20.020)			
	Filing fee	\$451	
	Map Checking fee	\$217	per lot, parcel, or unit
12. Parcel maps filing fee (BMC 21.24.040)		\$5,784	
13. Office engineering fee (BMC 21.04.070)		\$203	per hour
B. Deposit - Refundable			
A deposit shall be paid at the time of filing and, in addition to the filing fees, for the following:		\$706	filing deposit
Final maps; parcel maps; lot line adjustments; reversions to acreage; parcel mergers; corrections and amendments to recorded maps; and certificates of compliance.			

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS
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			
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	\$594	
B.	Creek permit base fee	\$1,186	
C.	CEQA review fee for open creeks	\$889	
D.	Public Works Commision hearing fee	\$889	
E.	Additional fees: (hourly rate) x (hours required)	\$203	per hour
F.	Records Management fee	\$60	

CHAPTER E - TRAFFIC ENGINEERING

A. Applications for residential, commercial, industrial and institutional projects (up to two rounds of plan checks)

Project Valuation	Current Fee
	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		CURRENT FEE	REMARKS
1.	Pre-application consultation or walk-in requests for advice	\$ 214.00	/hour (\$50 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	\$ 214.00	per staff hour
3.	Construction traffic plan monitoring	\$ 214.00	per staff hour
4.	Post-construction traffic monitoring	\$ 214.00	per staff hour
5.	Administrative Use Permits (when Traffic Engineering review is required)	\$ 428.00	base fee for up to two staff hours
		\$ 214.00	per hour in excess of first two staff hours
6.	Use Permits (when Traffic Engineering review is required)	\$ 856.00	base fee for up to four hours
		\$ 214.00	per hour in excess of first four staff hours
7.	Plan checking in excess of two rounds	\$ 214.00	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		CURRENT FEE	REMARKS
I. Building Emissions Saving Ordinance (BESO): Fees due with compliance filing at intervals shown			
	<u>Building size/type and Filing Requirement:</u>	<u>Filing frequency:</u>	
1.	<u>LARGE BUILDINGS</u>		
	Large Buildings, ≥ 25,000 square feet, Assessment Filing Fee	Every 5 years	\$ 275.00
2.	<u>TIME OF LISTING</u>		
	Medium Buildings, between 5,000 and 24,999 square feet, Assessment Filing Fee	At point-of-listing	\$ 152.00
	Small Buildings, < 5,000 square feet, excluding 1-4 unit residential buildings, Assessment Filing Fee	At point-of-listing	\$ 79.00
	Deferral of BESO compliance to buyer	At point-of-listing	\$ 110.00
	Administrative Late Fee	When filing due	\$ 85.00
3.	<u>SMALL BUILDING UPGRADES (Single Family Homes and other 1-4 unit buildings)</u>		
	Compliance Certificate Fee	At point-of-listing	\$ 150.00
	Energy Report Noncompliance Fee	At point-of-listing	\$ 500.00

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

Attachment 2

CITY OF BERKELEY
PLANNING AND DEVELOPMENT DEPARTMENT FEE SCHEDULE

CHAPTER A - BUILDING & SAFETY

FEE TYPE / DESCRIPTION		FEE	PROPOSE D FEE CHANGE	REMARKS
I.	FILING FEE - ALL PERMITS	\$ 62.50		Including revisions and deferred submittals.
II.	BUILDING PERMITS:			
	Base Minimum Permit Fee	\$ 100.00	\$ 150.00	for value of improvements up to \$3,000
	Building Permit Fee	\$ 2.20	\$ 2.40	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
	Pre-approved ADU Plan Check Fee			50% of Regular Plan Check Fee when utilizing pre-approved ADU plans.
	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.
	Temporary Certificate of Occupancy Issuance Fee		\$62.50	
	Temporary Certificate of Occupancy Preparation Fee		\$250.00	per hour, with a minimum of three hours
III.	SIGN PERMITS			
	Base Minimum Permit Fee	\$ 100.00	\$ 150.00	up to \$3,000 value of improvements (signs)
	Sign Permit Fee	\$ 2.20	\$ 2.40	per \$100 value of improvement over \$3,000
	Sign Plan Check Fee	65%		of Sign Permit fee

FEE TYPE / DESCRIPTION		FEE	PROPOSE D FEE CHANGE	REMARKS
IV.	HOUSE MOVE PERMITS:			
	House Move	\$ 250.00		per hour of staff time with a minimum of one hour
V.	ELECTRICAL PERMITS:			
	Base Minimum Permit Fee	\$ 100.00	\$ 150.00	
	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
	Solar/Photovoltaic Residential Utilizing SolarApp+		\$ 100.00	per system
	Solar/Photovoltaic Residential (15kW or less)		\$ 200.00	Includes Plan Check
	Solar/Photovoltaic Residential (Over 15 kW)		\$ 250.00	Plus \$15.00 per kW above 15kW. Includes Plan Check
	Solar/Photovoltaic Commercial (50 kW or less)		\$ 750.00	Includes Plan Check
	Solar/Photovoltaic Commercial (Over 50 kW)		\$ 750.00	Plus \$7.00 per kW above 50 kW. Includes Plan Check
	Energy Storage System - Residential up to 50kW Aggregate		\$ 150.00	
	Energy Storage System - Residential Over 50kW Aggregate		\$ 275.00	
	Energy Storage System - Commercial		\$ 500.00	
	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:			
	Base Minimum Permit Fee	\$ 100.00	\$ 150.00	
	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

FEE TYPE / DESCRIPTION		FEE	PROPOSE D FEE CHANGE	REMARKS
	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
	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:				
	Base Minimum Permit Fee	\$ 100.00	\$ 150.00	
	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

FEE TYPE / DESCRIPTION		FEE	PROPOSE D FEE CHANGE	REMARKS
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
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. Double permit fees for the scope of work performed without a permit and/or inspection, in addition to the regular permit fees.
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.

FEE TYPE / DESCRIPTION		FEE	PROPOSE D FEE CHANGE	REMARKS
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.
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
	Appeal of Building Official Determination		\$1,000.00	Assumes four hours staff time. Appeals are heard by hearing body as specified in BMC Title 19

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				\$ 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.	Short-Term Rentals review			\$ 375	Assumes 1.5 hours
		2. 3.	Accessory Dwelling Unit Neighborhood Notice		\$ 500		Assumes 2 hours for neighborhood notices and documentation (Plan check is billed separately, with Building Permit)
		3-4.	Accessory Dwelling Unit Plan Check		\$ 250		Assumes 1 hour for review.
		4-5.	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				CURRENT FEE	PROPOSED FEE CHANGE	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	\$ 1,500	Assumes 8 hours	Changes to offset new \$500 application fee, approved by Council May 2024, but these amount updates were omitted from schedule at that time
		2.	Project valued at \$50,000 to \$2,000,000	\$ 3,000	\$ 2,500	Assumes 12 hours	
		3.	Project valued over \$2,000,000	\$ 4,000	\$ 3,500	Base fee deposit assumes 16 hours. Add \$250 per hour for staff time beyond 16 hours.	
		4.	Signs/Awnings	\$ 500	\$ 300	Assumes 2 hours	
	B. Design Review Committee						
		1.	Project valued under \$50,000	\$ 3,000	\$ 2,500	Assumes 12 hours	
		2.	Project valued at \$50,000 to \$2,000,000	\$ 4,000	\$ 3,500	Assumes 16 hours	
		3.	Project valued over \$2,000,000	\$ 6,000	\$ 5,500	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			CURRENT FEE	PROPOSED FEE CHANGE	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)					Changes to offset new \$500 application fee, approved by Council May 2024
	1.	Project valued under \$50,000	\$ 2,200	\$ 1,700		
	2.	Project valued between \$50,001 and \$1,999,999	\$ 3,300	\$ 2,800		
	3.	Project valued at \$2,000,000 or more	\$ 6,000	\$ 5,500	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	\$ 2,000		
	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	\$ 800		
	C. Non-Applicant Appeals of ZAB or LPC		\$ 1,500	\$ 3,000		
	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	\$ 1,000		
	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	\$ 2,000		
	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		line to be removed.	
	J. I. 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			CURRENT FEE	PROPOSED FEE CHANGE	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

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		CURRENT FEE	REMARKS	PROPOSED FEE
I. Engineering Fees				
1.	Engineering work required for review or preparation of sewer plans and specifications	\$190	per hour	\$203
2.	Engineering work required in abandonment of easement	\$5,202		\$6,242
3.	Engineering work required in abandonment of streets, paths, walks, steps and similar public ways	\$8,918		\$10,702
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	per hour	\$203
b.	Engineering work and inspection required for grading or regarding streets.	\$190	per hour	\$203
c.	Engineering work and inspection required for concrete sidewalks, curbs and gutter.	\$190	per hour	\$203
d.	Engineering work and inspection required for pavement in area of roadway.	\$190	per hour	\$203
e.	Engineering work and inspection required for culverts and	\$190	per hour	\$203
f.	Engineering work and inspection required for sewers.	\$190	per hour	\$203
g.	Engineering work and inspection required for structures of masonry construction of either brick or concrete.	\$190	per hour	\$203
h.	Engineering work and inspection required for construction storm water best management practices.	\$190	per hour	\$203
i.	Engineering work and inspection required for post - construction storm water best management practices	\$190	per hour	\$203
(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	per hour	\$203

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
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	per hour	\$203
8	Field survey:			
	One-person party	\$190	per hour/person (4 hours minimum)	\$203
	Two-person party	\$190	per hour/person (4 hours minimum)	\$203
	Three-person party	\$190	per hour/person (4 hours minimum)	\$203
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 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.	\$127	for each such permit issued	\$152
2.	Field Inspection: The charge for field inspection shall be as follows:			
a.	Curbing	\$28	for each ten L.F. or fraction thereof	\$34
b.	Curb and Gutter	\$28	for each ten L.F. or fraction thereof	\$34
c.	Sidewalks	\$28	for each 100 sq. ft or fraction thereof	\$34
d.	Driveway approach: Same charge as for sidewalks.	\$28	per 100 sq. ft or fraction thereof	\$34
	(BMC 16.04.110)			

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
B. Permit - Cash Deposit or Bond in Lieu Required - Conditions				
1.	When construction is to be performed pursuant to the provisions of this chapter, a deposit shall be made 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.	\$1,376	for each permit shall be deposited with the Department of Planning and Development	\$1,651
2.	In lieu of such deposit for each permit, a surety company faithful performance bond 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.	\$11,305	performance bond amount to be filed with the Planning and Development Department	\$13,566
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:			

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
a.	For each permit for lateral sewer or storm drain construction within the public right-of-way or other public easement.	\$127	per permit	\$152
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 for each month or fraction thereof between issuance of the permit and final inspection and approval by a City Inspector.	\$206	for each month or fraction thereof	\$247
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	\$203
d.	For engineering work and inspection required in establishing backline easements and re-use connections.	\$190	per hour, two-hour minimum	\$203
e.	For sewer lateral capping.	\$190	per hour, two-hour minimum	\$203
f.	For engineering work and inspection involved with mainlines and manholes maintenance holes .	\$190	per hour, two-hour minimum	\$203
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, a deposit shall be made 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.	\$1,376	for each permit shall be deposited with the Planning and Development Department	\$1,651
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.	\$11,306	performance bond in the amount to be filed with the Planning and Development Department	\$13,567

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
(BMC 17.16.050)				
C. Sewer Lateral Certificates of Compliance				
1.	Upon submittal of documentation verifying that a property owner has complied with the private sewer lateral requirements of BMC 17.24, a private sewer lateral certificate application shall be submitted and a fee of \$150 shall be paid, per permit, to the City for the City Engineer to issue a Sewer Lateral Certificate of Compliance for effective periods of either 7 years or 20 years depending upon type of repair or replacement per BMC 17.24.	\$150	per certificate	\$180
(BMC 17.24.160)				
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 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 shall be charged for all inspections. (BMC 16.12.030)		\$127	paid for each permit issued	\$152
		\$190	per hour for all inspections	\$203
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.").				

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
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:				
<u>Type of Excavation</u>	<u>In -lieu Fee</u>			
Trench (excluding new service connections)	\$4.20	per square foot of street area required to be resurfaced by the regulations		\$5
Bell hole/new service connection	\$676	per bell hole or new service connection		\$811
V. STREET AND SIDEWALK USE PERMIT				
A. Permit Fees				
1.	A permit fee shall be charged for each street use permit issued below. In addition there shall be a fee 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.	\$127	shall be charged for each street use permit issued	\$152
		\$7.50	per linear curb foot per month	\$9.00
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)			
2.	In the case of debris boxes used by homeowners, a fee of shall be charged for each permit, the inspection fees shall be waived.	\$100	per permit	\$120
(BMC 16.16.030)				

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
3.	In the case of Sidewalk Seating Tables and Chairs, a curb fee shall be charged per lineal foot per calendar year (no curb fee shall be charged for planters or benches)	\$7.50	per lineal foot per calendar year	\$9.00
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 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 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.		\$190	per hour for the first hour for inspection The hourly inspection charge shall be doubled for inspections on Saturdays, Sundays and	\$203
		\$221	additional charge for each thirty days, or fraction thereof, that the permittee uses the streets or sidewalks	\$265
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 for a single trip, or an annual fee for a repetitive permit shall be charged for any overweight, overweight or overwidth vehicle or any overweight, or overwidth load being operated on any public street as defined in the State Vehicle Code. (BMC 16.16.130)		\$17	permit fee for a single trip	\$20
		\$79	annual fee: per year for a repetitive permit	\$95
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 overweight, overweight or overwidth vehicle or any vehicle with an overweight, 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)				

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
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 a deposit shall be made with the Planning and Development Department for each permit issued under the provisions of this chapter. (BMC 16.16.070)	\$1,376	deposit per permit issued	\$1,651	
E. Deposit - Surety Bond in Lieu When - Conditions				
In lieu of the deposit required by this chapter, a surety bond 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)	\$11,306	bond amount per permit	\$13,567	
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 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 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 shall be made for each sign posted.	\$34	permit fee	\$41	
	\$79	permit fee for each 20 ft of time limit zone and each meter per week	\$95	
	\$15	processing fee per sign	\$18	
Should an applicant need to replace previously issued No Parking signs which have been lost, stolen or damaged, a processing fee shall be paid for each re-issued sign.				\$6

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
Seasonal Ground Signs (in the Public right-of-way)		\$83	for the first three signs	\$100
		\$15	for each additional sign	\$18
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 paid for each permit type below.	\$454	application fee for each permit	\$545
a.	Minor encroachment permit: permit fee paid upon approval of permit.	\$1,228	per permit	\$1,474
b.	Major encroachment permit: permit fee paid upon approval of permit.	\$1,774	per permit	\$2,129
2.	Decorative non-commercial installation in a public right-of-way: permit fee	\$127	per permit	\$152
3.	Above ground planter: permit fee	\$153	per planter	\$184
4.	Inspection fee when required by the Director of Public Works or his/her designee:	\$190	per hour	\$203
5.	Tieback and soil nail fee for tie backs soil nails less than or equal to 12 feet deep	\$2,100	per tieback or soil nail	\$2,520
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	per tieback or soil nail	\$1,260
7.	Tieback and soil nail fee for tie backs soil nails greater than 24 feet deep	\$525	per tieback or soil nail	\$630
(BMC 16.18.025)				
VII 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 adjustment filing fee (BMC 21.32.040)	\$1,743		\$2,092
2.	Reversion to acreage filing fee (BMC 21.48.040)	\$1,743		\$2,092

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
3. Parcel mergers (BMC 21.52.060)				
	Filing fee	\$1,743		\$2,092
	Public hearing fee	\$633		\$760
4. Correction and amendment of a recorded map filing fee (BMC 21.56.050)		\$1,445		\$1,734
5. Certificate of compliance filing fee (BMC 21.60.050)		\$1,743		\$2,092
6. Tentative tract maps (BMC 21.16.043)				
	Filing fee	\$4,820		\$5,784
	Public hearing fee	\$633		\$760
7. Vesting tentative parcel maps filing fee (BMC 21.18.070)		\$5,316		\$6,379
8. Vesting tentative tract maps (BMC 21.18.070)				
	Filing fee	\$5,316		\$6,379
	Public hearing fee	\$323		\$388
9. Minor amendment to approve tentative map (BMC 21.16.080)				
	Filing fee	\$323		\$388
	Records Management fee	\$50		\$60
10. Major amendment to approved tentative map (BMC 21.16.080)				
	Filing fee	\$1,003		\$1,204
	Public Hearing fee	\$633		\$760
	Records Management fee	\$50		\$60
11. Final tract maps (BMC 21.20.020)				
	Filing fee	\$376		\$451
	Map Checking fee	\$181	per lot, parcel, or unit	\$217
12. Parcel maps filing fee (BMC 21.24.040)		\$4,820		\$5,784
13. Office engineering fee (BMC 21.04.070)		\$190	per hour	\$203
B. Deposit - Refundable				
A deposit shall be paid at the time of filing and, in addition to the filing fees, for the following:		\$588	filing deposit	\$706
Final maps; parcel maps; lot line adjustments; reversions to acreage; parcel mergers; corrections and amendments to recorded maps; and certificates of compliance.				

FEE TYPE / DESCRIPTION		CURRENT FEE	REMARKS	PROPOSED FEE
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				
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		\$594
B.	Creek permit base fee	\$988		\$1,186
C.	CEQA review fee for open creeks	\$741		\$889
D.	Public Works Commision hearing fee	\$741		\$889
E.	Additional fees: (hourly rate) x (hours required)	\$190	per hour	\$203
F.	Records Management fee	\$50		\$60

CHAPTER E - TRAFFIC ENGINEERING

A. Applications for residential, commercial, industrial and institutional projects (up to two rounds of plan checks)

	Current Fee	Proposed Fee +20%
Project Valuation	Per 100 value over \$3000	Per 100 value over \$3000
Up to \$200,000	\$90 flat fee	\$108 flat fee
\$200,001 - \$300,000	\$0.18 + \$90	\$0.22 + \$108
\$300,001 - \$400,000	\$0.30 + \$90	\$0.36 + \$108
\$400,001 - \$500,000	\$0.42 + \$90	\$0.50 + \$108
\$500,001 - \$2,000,000	\$0.55 + \$90	\$0.66 + \$108
\$2,000,001 - \$5,000,000	\$0.60 + \$90	\$0.72 + \$108
Over \$5,000,000	\$0.65 + \$90	\$0.78 + \$108

B. Miscellaneous Fees

FEE TYPE/DESCRIPTION		CURRENT FEE	PROPOSED FEE	REMARKS
1.	Pre-application consultation or walk-in requests for advice	\$ 200.00	\$ 214	/hour (\$50 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	\$ 214	per staff hour
3.	Construction traffic plan monitoring	\$ 200.00	\$ 214	per staff hour
4.	Post-construction traffic monitoring	\$ 200.00	\$ 214	per staff hour
5.	Administrative Use Permits (when Traffic Engineering review is required)	\$ 400.00	\$ 428	base fee for up to two staff hours
		\$ 200.00	\$ 214	per hour in excess of first two staff hours
6.	Use Permits (when Traffic Engineering review is required)	\$ 800.00	\$ 856	base fee for up to four hours
		\$ 200.00	\$ 214	per hour in excess of first four staff hours
7.	Plan checking in excess of two rounds	\$ 200.00	\$ 214	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			CURRENT FEE	PROPOSED NEW FEE	REMARKS
I. Building Emissions Saving Ordinance (BESO): Fees due with compliance filing at intervals shown					
	Building size/type and Filing Requirement:	Filing frequency:			
1.	LARGE BUILDINGS				
A.	Large Buildings, ≥ 25,000 square feet, Assessment Filing Fee	Every 5 years	\$ 240.00	\$ 275.00	
2.	TIME OF LISTING				
B.	Medium Buildings, between 5,000 and 24,999 square feet, Assessment Filing Fee	At point-of-listing	\$ 152.00	\$ 152.00	no change
C.	Small Buildings, < 5,000 square feet, excluding 1-4 unit residential buildings, Assessment Filing Fee	At point-of-listing	\$ 79.00	\$ 79.00	no change
D.	Residential Buildings of 1-4 units	At point-of-listing	\$ 79.00	\$ 79.00	deleting this line, replaced by new fees below
E.	Deferral of BESO compliance to buyer	At point-of-listing	\$ 110.00	\$ 110.00	no change
F.	Administrative Late Fee	N/A-When filing due	\$ 85.00	\$ 85.00	no change
3.	SMALL BUILDING UPGRADES (Single Family Homes and other 1-4 unit buildings)				
	Compliance Certificate Fee	At point-of-listing	N/A	\$ 150.00	new fee
	Energy Report Noncompliance Fee	At point-of-listing	N/A	\$ 500.00	new fee

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

**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 effective July 1, 2025, to increase fees for base building permit applications and permit fees based on project valuations, to create permit fees for new types of solar and energy storage systems, to increase fees for certain appeals of Land Use decisions, to increase fees for Zoning Certificate for Short-Term Rentals, to update fees for compliance with new Building Emissions Savings Ordinance (BESO) requirements, to increase fees from the Public Works Department's Engineering and Transportation Divisions which reside in the Planning fee schedule, and to make minor clarifications to language in the existing fee schedule

The hearing will be held on June 17, 2025 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 June 5, 2025. **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.

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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 June 5, 2025.

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Mark Numainville, City Clerk

