

CITY OF COTATI
 201 West Sierra Avenue, Cotati, CA 94931

PLANNING FEES
 Effective December 12, 2011
 (Resolution No. 2011-67)

TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
<u>PRE-APPLICATION</u>		
INFORMAL PRE-APPLICATION CONFERENCE		
a. Single family owner occupied property	No charge.	
b. Other	\$315 deposit per application with actual costs charged including staff costs at fully burdened hourly rates	Time of Request
FORMAL CONCEPTUAL PLAN REVIEW	\$2,025 deposit per requested review with actual costs charged including staff costs at fully burdened hourly rates.	Time of Request
<u>APPLICATION FEES</u>		
ANNEXATION FEES		Planning Application
Residential	Determined by City	
Commercial/Industrial	\$300/acre	
APPEALS TO CITY COUNCIL	\$300 per application	Time of Application
ARCHAEOLOGICAL INVENTORY	\$140 per application	Planning Application
BLUEPRINT/MAP REPRODUCTION	\$54 per application plus actual reproduction costs	Time of Request
CONDITIONAL USE PERMIT REVIEW		Planning Application
a. Permits requiring an environmental impact review	\$2,700 deposit for per application with actual costs charged including staff costs at fully burdened hourly rates.	
b. Permits not requiring an environmental impact review	\$1,400 deposit per application with actual costs charged including staff costs at fully burdened hourly rates	
TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED

Planning, Building, and Engineering Fees, Effective December 12, 2011 (Resolution No. 11-67)
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c. Minor Conditional Use Permit (i.e. childcare, live entertainment, outdoor dining, 2nd driveway in rural residential district, and other minor uses as determined by the Director of Planning) \$1,000 deposit per application with actual costs charged including staff costs at fully burdened hourly rates

d. Determination of “Like” use by Planning Commission \$400 deposit per application with actual costs charged including staff costs at fully burdened hourly rates

e. Modification to Previous Conditional Use Permit \$650 deposit per application with actual costs charged including staff costs at fully burdened hourly rates

DESIGN REVIEW (PRE AND FINAL)

Planning Application

a. Commercial and Industrial \$.04 per square foot or a deposit of \$1,900 per application with actual costs charged including staff costs at fully burdened hourly rates

b. Single-family Residential \$500 deposit per application with actual costs charged including staff costs at fully burdened hourly rates

c. Multiple family Residential \$500 deposit per unit with actual costs charged including staff costs at fully burdened hourly rates

d. Subdivisions \$500 deposit per application plus \$100 deposit each of the first five lots and \$75 deposit per lot thereafter, with actual costs charged including staff costs at fully burdened hourly rates per unit per application

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TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
DESIGN REVIEW (MODIFICATIONS TO)		
a. Residential Single Family Units	\$295 deposit per application with actual costs charged including staff costs at fully burdened hourly rates	
b. Multiple Family Units	\$150 deposit per application with actual costs charged including staff costs at fully burdened hourly rates	
c. Commercial and Industrial	\$550 deposit per application with actual costs charged including staff costs at fully burdened hourly rates	
DOCUMENT RETRIEVAL & REPRODUCTION		
Existing record	\$0.25 per photocopy	
Record to be created	\$0.25 per copy plus \$100 deposit with actual staff hours charged at fully burdened hourly rates	
<u>ENVIRONMENTAL:</u>		
CATEGORICAL EXEMPTION	\$210 per application	Time of Application
NEGATIVE DECLARATION	\$2,000 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Time of Application
NOTICE OF EXEMPTION	\$50.00 (City Clerk filing fee)	At time of determination

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TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
FISH & GAME FEES (UPDATED JAN 1 ST , 2014)		At Environmental Certification
EIR Negative Declaration Categorically Exempt No Effect (as determined by Department of Fish & Game in writing; otherwise, a fee must be paid.)	\$3029.75 \$2,181.25 No fee No fee	
ENVIRONMENTAL IMPACT REPORT	\$20,000 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Time of Application
(ENVIRONMENTAL) MITIGATION MEASURES AND MONITORING		
<i>a. Identification of mitigation measures</i>	\$3,825* deposit per application with actual costs charged including staff costs at fully burdened hourly rates. <i>*with the potential for additional fees based on the extent of the mitigation and monitoring identified in the Negative Declaration or Environmental Impact Report.</i>	Time of Application
FLOOD PLAIN REVIEW	\$845 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	
GENERAL PLAN AMENDMENT		
a. Requested alone, or City-planned General Plan Amendment	\$6,800 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
b. Combined with a second amendment request	\$4,624 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	
c. Combined with a third amendment request	\$3,400 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	

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TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
GROWTH MANAGEMENT REVIEW		Planning Application
a. 1-4 Residential Units b. 5 or more Residential Units	\$175 per unit \$1,200 per application	
HILLSIDE DEVELOPMENT PERMIT	\$1,365 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
LIMITED TERM USE PERMIT W/ADMINISTRATIVE HEARING	\$630 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
LIMITED TERM USE PERMIT W/PLANNING COMMISSION HEARING	\$1,215 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
LOT LINE ADJUSTMENT REVIEW	\$1,225 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
MEDICAL MARIJUANA DISPENSARY REVIEW	\$4,500 deposit with actual costs charged including staff costs at fully burdened hourly rates.	Time of Application
PLANNED UNIT DEVELOPMENT AMENDMENT	\$3,700 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
POLICE IMPACT FEE	Fee Determined by Police Department	
SIGN PERMIT		
a. Permit requiring only a counter approval	\$220 per permit	Time of application
b. Permit requiring a Design Review Committee approval	\$465 deposit per permit application with actual costs charged including staff costs at fully burdened hourly rates.	Time of application
SUBDIVISIONS - TENTATIVE MINOR SUBDIVISION MAP REVIEW	\$2,165 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application

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TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
SUBDIVISIONS - TENTATIVE MAJOR SUBDIVISION MAP REVIEW	\$5,780 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
TIME EXTENSION REVIEW	\$695 per application	Time of application
TREE REMOVAL INSPECTION		
a. Standard removal	\$25 for the first five trees, \$10 per additional tree thereafter.	
b. Inspection requiring arborist	\$150 deposit per application with actual costs charged for the arborist.	
TREE REPLACEMENT IN LIEU MITIGATION FEE PURSUANT TO SECTION 17.54.050 C OF LAND USE CODE	As determined by a Certified Arborist approved by City of Cotati	
TREE REMOVAL WITHOUT PERMIT PENALTY	Twice the standard removal fee plus twice the replacement value.	
VARIANCE APPLICATION	\$1,750 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Planning Application
VARIANCE APPLICATION (MINOR)	\$450 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	
ZONING ORDINANCE AMENDMENT	\$3,000 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	
ZONING CLEARANCE OR RESEARCH LETTER		
a. Verbal Response	No charge.	
b. Written confirmation	\$80 per application	Time of request

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**SPECIAL DEPOSITS OR
REFUNDS**

**SPECIAL DEPOSITS FOR LARGE
AND/OR UNUSUAL
DEVELOPMENT PROPOSALS**

As a substitute for the fees included in this fee schedule, the City Manager is authorized to enter into Cost Recovery Agreements with applicants submitting large and/or unusual proposals which may require considerably more staff time or consultant costs. The basis for the cost recovery shall be 100% recovery of the City's actual costs for responding to the proposal, including the City's overhead cost factor.

REFUND OF FEES

A refund of fees may be requested in writing upon project cancellation or withdrawal. Staff time expended on the project and the City's overhead cost factor will be deducted from the collected amount prior to refund.

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CITY OF COTATI
BUILDING FEES
 Effective April 23, 2011
 (Resolution No. 2011-07)

TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
Bed Tax Fee	\$350 - 2 bedrooms \$400 - 3 bedrooms \$450 - 4 or more bedrooms	Building Permit
Building Inspection	Based on current Building Code Ordinance / Resolution Fee Schedule.	Building Permit
Building Plan Check	Based on current Building Code Ordinance / Resolution Fee Schedule.	Time of Application
California Building Standards Commission SB1473 fee	\$1 – 25,000.....\$1 \$25,001-50,000.....\$2 \$50,001-75,000.....\$3 \$75,001-100,000.....\$4 Every \$25,000 or fraction thereof above \$100,000..Add \$1	
CASP Consultant – (2 hour minimum)	\$175 per hour	At time of Inspection
Demolition Permit	As specified on Table 1-A (plus deposit of 50% of permit fees)	Building Permit
Electrical	Based on current Building Code Ordinance / Resolution Fee Schedule.	Building Permit
Encroachment Fee – Minor/Construction	\$770 per application	Encroachment Permit
Encroachment Permit – Minor/Non-Construction	\$250 per application	
Encroachment Fee – Major	\$1,595 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Prior to Plan Check

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TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
Incremental Fee	.0010 times the project valuation (valuation \$500 to \$100,000) (minimum fee of \$6.00)	Building Permit
	.0008 times the project valuation (valuation \$100,001 to \$500,000) (minimum fee of \$70)	
	.0006 times the permit valuation (valuation \$500,001 and above) (maximum fee of \$500 and minimum fee of \$300)	
Inspections outside of normal business hours	\$75.00 per hour (minimum charge – two hours)	Time of Request
Linkage Fee <i>Resolution No. 06-21</i> <i>Ordinance No. 782, Effective 05-26-06</i>	Commercial: \$2.08 per sq. ft. Industrial: \$2.15 per sq. ft. Retail: \$3.59 per sq. ft.	Building Permit
	Please be aware that there are a number of exceptions. New construction less than 2000 sq. ft. is exempt, as is the first 2000 sq. ft. of any commercial project. This fee does not affect remodels.	
Mechanical	Based on current Building Code Ordinance / Resolution Fee Schedule.	Building Permit
Plan Check Fee	Based on current Building Code Ordinance / Resolution Fee Schedule.	Building Permit
Plan Revision Checking	\$100 per application	Time of Request
Preliminary Plan Review	Residential - \$200 Commercial - \$500	Time of Request
Plumbing	Based on current Building Code Ordinance / Resolution Fee	Building Permit

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Schedule.

TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
Strong Motion Fee		
Residential	\$.10/\$1,000 value	Building Permit
Commercial	\$.21/\$1,000 value	
Sustainable Building Review	\$300 deposit with actual costs charged including staff costs at fully burdened hourly rates.	
Technology		Building Permit
The fee is for the purpose of cost recovery for specialized license fees, maintenance of computer hardware, and computer software that are instrumental in the City's ability to provide efficient service and maintain accurate records.	Construction valuation \$1.00 up to and including \$100,000.00, fee is .0010 (x) times the construction valuation with a \$4.00 minimum per permit. Construction valuation \$100,001.00 up to and including \$500,000, fee is .0008 (x) times the construction valuation (minimum fee of \$70) Construction valuation \$500,001.00 and above, fee is .0006 (x) times the construction valuation with a maximum fee of \$500.00, minimum fee of \$300 for any single project.	
Temporary Power Pole	\$100.00 per application	Building Permit
Zoning Abatement/Code Enforcement		
a. First two notices of non-compliance	No Charge	
b. After first two notices of non-compliance	Actual costs including staff costs at fully burdened hourly rates.	

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Table 1-A
Building Permit Fee Schedule

Total Valuation:	Fee:
\$1.00 to \$500	\$75.00
\$501 to \$2,000	\$75.00 for first \$500 plus \$4.05 each additional \$100 or fraction thereof, to and including \$2,000.
\$2001 to \$25,000	\$135.75 for first \$2,000 plus \$21.51 for each additional \$1,000 or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$630.45 for first \$25,000 plus \$15.52 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$1,018.48 for first \$50,000 plus \$10.75 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$1,555.98 for first \$100,000 plus \$8.61 for each additional \$1,000 or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$5,860.98 for first \$500,000 plus \$7.30 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.
\$1,000,000 and up	\$9,540.98 for first \$1,000,000 plus \$4.82 for each additional \$1,000 or fraction thereof.

OTHER INSPECTIONS AND FEES:

1. Inspections outside of normal business hours, per hour (Minimum charge – 2 hours) _____ \$75 Per Hour *
2. Reinspection fees assessed under provision of Chapter 1 Section 109.7 per inspection _____ \$100 Per Hour *
3. Inspections for which no fee is specifically indicated _____ \$175 Per Hour *
4. CASP consultant (2 hour minimum) _____ \$175 Per Hour*
5. Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (Minimum charge – one-half hour) _____ \$100 Per Hour *

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| 6. | For use of outside consultants for plan review and inspections or both _____ | Actual Cost * |
| 7. | Additional plan review and field inspections required by State Mandated Laws (Title-24 Energy Conservation, Accessibility, Green Building Standards) 10% of the Building Permit Fee. | |
| 8. | Strong Motion Instrumental fee (CSIF), see attached fee table. | |
| 9. | Technology Fee. The fee is paid with the building permit fee. The fee is for the purpose of cost recovery for specialized license fees, maintenance of computer hardware, and computer software that are instrumental in the City's ability to provide efficient service and maintain accurate records. | \$4.00 minimum |
| | Construction valuation \$1.00 up to and including \$100,000.00, fee is .0010 (x) times the construction valuation with a \$4.00 minimum per permit. | |
| | Construction valuation \$100,001.00 up to and including \$500,000, fee is .0008 (x) times the construction valuation (minimum fee of \$70) | |
| | Construction valuation \$500,001.00 and above, fee is .0006 (x) times the construction valuation with a maximum fee of \$500.00, minimum fee of \$300 for any single project. | |
| 10. | Demolition permits, use valuation for building and plan review fees. (Minimum fee - \$75.00) Demolition permits shall be calculated using the Construction Fees Table 1-A, except that a deposit in the amount of 50% of the permit fee of said demolition project shall be collected to ensure performance of work contemplated. If any permit expires as outlined in the California Building Code, before work is completed, the deposit shall be forfeited and the City may cause any unfinished work to be completed at the property owners expense or any other remedy prescribed by law. | |
| 11. | Swimming pools, spas, and hot tubs, use valuation for building and plan review fees. (Minimum fee - \$75.00) | |
| 12. | Green Building Fees are determined by the State assessed at the rate of four dollars (\$4.00) per one hundred thousand dollars (\$100,000) in valuation, with the appropriate fractions thereof, but not less than | |

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one dollar (\$1.00). “Appropriate fractions thereof” is interpreted to be \$1.00 dollar per every twenty-five thousand (\$25,000) in valuation.

13. Renewal of the original permit which has expired, been canceled or
finalled. \$75 Per Hour of estimated inspection item

* Or the total hourly cost to the jurisdiction, whichever is the greater. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved. Fully burdened rate plus supervision, equipment and administrative and overhead costs and shall include any costs for the use of consultants employed by the jurisdiction.

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Water Fees

TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
Water System Connection Fee <i>(Resolution 13-43, Effective July 1, 2013)</i>		Building Permit
All classes based on customer meter size	\$7,615 - 3/4" \$12,717 - 1" \$25,358 - 1-1/2" \$40,588 - 2" \$76,149 - 3" \$129,454 - 4" \$251,293 - 6"	
Water Meter Charge <i>(Resolution 2013-64, Effective August 14, 2013)</i>	\$120 - 3/4" \$170 - 1" \$310 - 1-1/2" \$420 - 2" \$1,335 - 4"	Building Permit
Water Meter Installation <i>(Resolution 08-06, #77, Effective May 12, 2008)</i>	\$125 per application	Building Permit
Water Meter Turn-On (Utility Service Sign Up) <i>(Resolution 13-64, Effective July 1, 2013)</i>	\$25 per application	Building Permit
Water Conservation Fee <i>(Ordinance 610, Resolution 93-83, Effective October 13, 1993)</i>	\$1,750 per new residential unit \$1,500 per acre industrial / commercial	Building Permit
Fire System Connection Fee <i>(Resolution 2013-43, Effective July 1, 2013)</i> 1" residential connection for fire suppression (3/4" meter for domestic needs). All other types and sizes: The difference in connection fee between the normal size without fire suppression	\$5,102 - 1"	Building Permit

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and the required size for fire suppression

TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
<u>Sewer Connection Fees</u> <i>(Resolution 2013-63, Effective July 1 , 2013)</i>		
All Customer Classes*	\$14,968 - 3/4" \$24, 997 - 1" \$49,844 - 1-1/2" \$79,781 - 2" \$133,234 – 3" \$254,460 - 4"	Building Permit

** Connection fee for apartments to be charged is based on the size of the water meter.*

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TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
*School Impact Fees		Prior to Building Permit Issuance
Residential (<i>500 Square Feet and Over</i>)	\$2.24 sq. ft.	
Commercial	\$.36 sq. ft.	

* These fees are established by the State and collected by the School District. They are included here as a courtesy.

Traffic Impact Fees		
Residential	\$ 6,198 per unit	Building Permit
Commercial	\$ 6,542 per 1,000 square feet	
Restaurant	\$ 9,948 per 1,000 square feet	
Industrial	\$ 3,598 per 1,000 square feet	
Office	\$ 4,413 per 1,000 square feet	
Hotels	\$ 4,776 per room	

If property is located at intersection of Valparaiso/Myrtle/Old Redwood Highway an additional \$1,100 per unit is required.

If property is located in the Wilford Lane Assessment District an additional \$115. per unit is required.

Park-in-Lieu fee	Building Permit
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Calculated as follows:

<i>Dwelling units x</i>	<i>Population Dwelling Units x</i>	<i>5 acres 1,000 people x</i>	<i>Fair Market Value Total Acres</i>	<i>Subtotal x 6/5 =</i>	<i>In-Lieu fee</i>

House-in-Lieu fee (Inclusionary Housing Buy-out)	Per Resolution No. 85-33A	May bond or pay in full at time Building Permit is issued.
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Based on sales price of unit. Ranges from \$150/unit for a \$75,000 unit to \$2,400 for a \$125,000 unit and increases \$200 per unit for every \$5,000 increase in sales price.

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CITY OF COTATI
ENGINEERING/PUBLIC WORKS FEES
 Effective December 12, 2011
 (Resolution No. 2011-67)

TYPE OF FEE	AMOUNT OF FEE	WHEN ASSESSED
Annual Backflow Device Inspection	Actual costs including staff costs at fully burdened hourly rates.	
Blueprint/Map Reproduction	\$54 – per application plus actual reproduction costs.	
Certificate of Compliance	\$670 Deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Time of Request
Engineering Plan Check	\$300 deposit with actual costs charged including staff costs at full burdened hourly rates.	Time of Application
Engineering Standards (Request for Amendment)	\$220 per application	<u>Time of Application</u>
Grading Inspection	\$255 per application	<u>Time of Application</u>
Grading Plan Check	\$640 Deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Prior to Plan Check
Final Major Subdivision Improvement Plan Review	\$5,205 Deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Time of Application
Final Minor Subdivision Improvement Plan Review	\$1,745 Deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Time of Application
Flood Plain Review	\$845 Deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	<u>Time of Application</u>
New Backflow Device Inspection	\$55 per inspection	Prior to Inspection

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Parking Lot Storm Interceptor Inspection	Actual costs including staff costs at fully burdened hourly rates.	
Public Improvement Inspection	\$9,710 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	Prior to Inspection
Street or Right-of-Way Vacation Processing	\$1,455 deposit per application with actual costs charged including staff costs at fully burdened hourly rates.	<u>Time of Application</u>
Temporary Meter Rental Service	\$30 per meter per rental plus a deposit of \$1,000 per meter with actual water usage charged at 1.5 times the residential water usage rate.	<u>Time of Rental</u>