



Building Permit & Plan Check Fees

Fee Changes Effective 09/01/2023

Building fees are set in accordance with standards established pursuant to the California Building Code except for some fees which include an inspection charge. All fees shall be adjusted annually on July 1st of each year commencing in accordance with the federally designated Cost of Living Adjustment (COLA). All costs exclude legal fees which may be charged at cost by the City when necessary.

Description	Fee
Building Permit Fees (by valuations)	Based on valuation per Building Code x 1.00%
Inspection	\$56.00
Re-inspection	\$52.00
Red Tag Violations	Double the calculated building permit fee for project
DEMOLITION MOVING	
Demolition permit	\$142.00
House moving permit	\$59.00
ENERGY CAL-GREEN	
Energy plan check - Residential	\$52.00
Energy plan check - Commercial	\$104.00
Cal Green plan check – Residential	\$52.00
Cal Green plan check - Commercial	\$104.00
ELECTRICAL	
ESS Controllers Services up to 200 AMP each	\$36.00
ESS Controllers Services over 200 AMP each	\$56.00
Temporary power	\$56.00
Misc. electrical permit	\$24.00
Subpanel	\$12.00
Residential roof mounted solar up to 15 kW (photovoltaic)	\$450.00
Residential roof mounted solar above 15 kW (photovoltaic)	\$450.00 + \$15/kw above 15 kw
Residential roof mounted solar up to 10 kW (photovoltaic)	\$450.00
Residential roof mounted solar above 10 kW (photovoltaic)	\$450.00 + \$15/kw above 10 kw
HVAC	
HVAC change-out	\$296.00
ROOFING	
Re-roof	\$250.00
Re-roof Commercial	\$500.00



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Description	Fee
PLUMBING	
Utility application fee	\$30.00
Gas line system	\$85.00
Misc. plumbing permit	\$11.00
Fire sprinklers	\$250.00
Water heater	\$155.00
Swimming Pools* Fees are subject to increase based on additional options of the project	
Residential – Pool Only	\$600.00
Residential – Pool & Spa	\$775.00
Commercial – Pool Only	\$815.00
Sewer deposit	\$150.00
Water deposit	\$100.00
Plan Check Fees *	
Standard	
Plan check of building or structure reviewed by staff within the established standard turnaround time.	65% of Building Permit fee per plan check, but not less than \$118.00
Additional Plan Check	
Additional plan check of building or structure reviewed by staff within the established standard turnaround time.	\$95.00
Combination Plan Check	
Plan check fee for building requiring review from more than one department staff person. (Fire Dept., Planning Dept., and Building Dept.).	65% of Building Permit fee charge per department, but not less than \$118.00 per department
Express	
Plan check of building or structure reviewed by staff in half the time of standard service** – cutting the plan check turnaround time by 50%.	2x the Standard Plan Check fee
Plan Rechecking	
	50% of the Building Permit fee
Building Inspector	\$95.00/Hour
Building Official	\$168.00/Hour
CASp – Certified Access Specialist	\$142.00/Hour
City Engineer – Private Properties	\$200.00/Hour
City Surveyor	\$100.00/Hour
Building Technician	\$50.00/Hour
City Clerk	\$50.00/Hour
*Includes building code charge plus cost of one inspection	
** Standard service is 6 weeks/Express service less than 3 weeks	
Notes: Any revision cost will be hourly	



Planning Fees

Fee Changes Effective 09/01/2023

Description	Fee
Entitlement	Non-refundable Initial Deposit
Administrative Permits	
Site Plan, Conditional Use Permit	
Valuation less than or equal to \$10,000	\$332.00
Valuation more than \$10,000	\$1,106.00
Appeal to City Council	\$692.00
Appeal to Planning Commission of Staff decision	\$259.00
Conditional Use Permit	
Existing building, CEQA Exempt (valuation under \$250,000)	\$2,247.00
New building, CEQA Exempt	\$9,566.00
New Building, Subject to CEQA	\$15,329.00
Development Agreement	
CEQA Exempt	\$5,071.00
Subject to CEQA	\$10,834.00
Affordable Housing Covenants	\$3,458.00
Environmental Impact Report	Actual Cost + 10% of Consultant Contract Admin.
Sales Stand Permit – Initial Review (Fireworks, Agricultural goods)	\$115.00
Sales Stand Renewal Permit	\$58.00
General Plan Amendment	
CEQA Exempt	\$2,037.00
Subject to CEQA	\$8,010.00
Historical Commercial Finding of Architectural Conformity	\$488.00
Home Occupation Permit	\$173.00
Project Implementation (Planning) Deposit	\$1,959.00
Construction Monitoring	
Mitigation Monitoring	
Fee re-evaluation/review	
Reimbursement agreements	



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Description	Fee	Fee
Initial Study/Negative Declaration Mitigated Negative Declaration	\$5,763.00	
Maps		
Tentative & final boundary line/lot line adjustment merger	\$1,775.00	
Tentative parcel map CEQA Exempt	\$2,881.00	
Tentative parcel map Subject to CEQA	\$8,644.00	
Tentative subdivision map CEQA Exempt	\$4,610.00	
Tentative subdivision map Subject to CEQA	\$7,833.00	
Tentative parcel/subdivision map extension	\$922.00	
Parcel map revision CEQA Exempt	\$1,441.00	
Parcel map revision Subject to CEQA	TBD	
Subdivision map revision CEQA Exempt	\$4,034.00	
Subdivision map revision Subject to CEQA	TBD	
Final Parcel Map	\$4,034.00	
Final Subdivision Map	\$5,763.00	
Certificate of Compliance (map)	\$576.00	
Pre-Application Review		
Without advisory opinion from Planning Commission	\$1,729.00	
With advisory opinion from Planning Commission	\$2,305.00	
Rezone		
CEQA Exempt	\$3,947.00	
Subject to CEQA	\$9,710.00	
Open Space, Public, Historical Commercial	\$1,000.00	
Sign Permit		
Outside Historical District	\$173.00	
Inside Historical District	\$288.00	
Site Plan Review		
Existing Building, Exempt from CEQA (valuation under \$250,000)	\$2,075.00	
New building, Exempt from CEQA	\$10,200.00	
Subject to CEQA	\$15,962.00	
Specific Plan		
CEQA Exempt	\$4,985.00	
Subject to CEQA	\$10,747.00	
Variance		
CEQA Exempt	\$2,939.00	
Subject to CEQA	\$8,702.00	
Zoning Compliance Review Building Permit	\$196.00	
City Planner	\$85.00/Hour	
City Planner Technician	\$50.00/Hour	



Initial Study/Mitigated Negative Declaration (Excludes Environmental Impact Report cost)

All items that are not CEQA exempt (i.e., subject to CEQA) include the addition of a \$5,763.00 deposit for preparing an initial study/mitigated negative declaration. The deposit excludes costs of preparing technical studies which will be at actual cost (e.g., traffic study, cultural resources survey, air quality study).

Entitlements subject to CEQA require a recording fee for the Notice of Determination including County Admin Fee + Current CDFW Environmental Document Filing Fee <https://www.wildlife.ca.gov/conservation/ceqa/fees>

CDFW CEQA Document Filing Fees Effective January 1, 2023 (Estimated)

<u>Type of Environmental Document</u>	<u>Fee 2024</u>
Negative Declaration (ND)	\$2,764.00
Mitigated Negative Declaration (MND)	
Environmental Impact Report (EIR)	\$3,839.00
County Clerk Processing Fee	\$50.00

Initial deposits are non-refundable except as otherwise provided herein.

Invoices for charges for work performed in excess of the initial deposit will be sent to the applicant once deposited funds reach 20% of the initial deposit. Invoices will be based on the attached Rate Sheet which is subject to change.

Refunds on deposits for work performed in excess of the initial deposit will be made to the applicant upon project completion for remaining deposits totaling more than \$200. Deposits of \$200 or less will be retained to cover the costs of project accounting and closing the project file.

Initial deposits are refundable only if authorized by the Department Head, or designee, upon written request filed by the applicant to withdraw the permit application. Deposits will be refunded minus all costs expended as of the date of permit application withdrawal and minus a \$200 processing fee.

Legal Fees - All costs exclude legal fees which may be charged at cost by the City when necessary.

Includes \$50 cost for filing a Notice of Exemption.

Excludes environmental review costs.



Roads and Engineering Fees

Fee Changes Effective 09/01/2023

Description		Fee		
Road Fees				
Encroachment Permit				
		Residential	\$317.00	
		Commercial, Industrial, Subdivisions	\$317.00 + Engineering Plan Check/Inspection Fee	
		Annual	\$576.00	
Abandonment – Acceptance of Easement		\$1,153.00		
Abandonment – Acceptance of Street ROW		\$1,729.00		
Street Improvement Waiver		\$2,305.00		
Engineering, all fees will be paid on a time & materials basis		Actual cost + 5% admin Deposit: 50% of estimated cost		
Engineering Plan Check and Inspection Fees				
Total Estimated Cost of Improvements	Existing Fee	Plan Check Deposit	Inspection Deposit	Total
Less than \$10,000	No Change	\$400.00	\$800.00	\$1,200.00
\$10,000 - \$49,999	No Change	\$1,400.00	\$3,000.00	\$4,400.00
\$50,000 - \$99,999	No Change	\$2,800.00	\$5,600.00	\$8,400.00
\$100,000 - \$399,999	No Change	2%*	4%*	6%*
\$400,000 and over	No Change	1.75%*	3.75%*	5.5%*
* Percentage of approved engineer's estimate of improvement costs				
Impact Mitigation, In-Lieu and Connection Fees				
Parking In-lieu Fee		\$4,056.00		
Fire Impact Mitigation Fee (Resolutions 16-22, 16-23 and 16-24)				
		Single-family	\$599.00	
		Multi-family	\$240.00	
		Mobile home	\$240.00	
Habitat 4 Humanity SFR-Detached/Attached/MFR		\$0.00		
		Commercial (per acre)	\$2,225.00	
		Industrial (per acre)	\$2,225.00	
Park Impact Mitigation Fee (Resolutions 16-22, 16-23 and 16-24)				
Park Land In-Lieu Fee Subdivision				
		Single-Family	\$1,088.00	
		Multi-family	\$866.00	
		Mobile home	\$799.00	
Habitat 4 Humanity SFR-Detached/Attached/MFR		\$0.00		
Park Land Impact Fee No Subdivision				
		Single-Family	\$709.00	
		Multi-Family	\$564.00	
		Mobile home	\$521.00	



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Work Force Housing	\$0.00
<i>Park Improvement Impact Fee</i>	
Single-Family	\$638.00
Multi-Family	\$507.00
Mobile home	\$468.00
Habitat 4 Humanity SFR-Detached/Attached/MFR	\$0.00
Police Impact Mitigation Fee (Resolutions 16-22, 16-23 and 16-24)	
Single-Family	\$413.00
Multi-Family	\$493.00
Mobile home	\$434.00
Habitat 4 Humanity SFR-Detached/Attached/MFR	\$413.00
Commercial (per acre)	\$3,973.00
Industrial (per acre)	\$799.00
Park Rental Fees	See Administration Fees
Traffic Impact Mitigation Fee (Resolution 16-25, 2019-17)	
Single-family	\$11,122.00
Multi-family	\$7,158.00
Mobile-home	\$6,497.00
Habitat 4 Humanity SFR-Detached/Attached/MFR	\$0.00
Extremely low single-family/mobile home	\$4,440.00
Very low single-family/mobile home	\$5,550.00
Low single-family/mobile home	\$6,666.00
Extremely low multi-family	\$2,847.00
Very low multi-family	\$3,572.00
Low multi-family	\$4,286.00
Commercial/industrial - Varies - See Resolution 16-25 Impact Fee Study	Cost per Pk Hr VMT = \$2,100.00
Angel Oaks - Per Stipulated Judgement 21804: 10/30/1996	\$0.00
Sewer (Resolution 6-22, 2019-16)	
Deposit – Sewer Service	\$0.00
Sewer buy-in Angel Oaks	\$0.00
Sewer Capital Angel Oaks	\$150.00
Sewer Impact Fee-Residential	\$460.00
Sewer Impact Fee Multi-Family Residential work-force housing: extremely low, low, very low, moderate	\$6,958/unit
Habitat MFR	\$6,958/unit
Sewer Impact Fee Single Family Residential (detached) work-force housing: extremely low, low, very low, moderate	\$6,958.00



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Habitat SFR Detached and Attached per unit	\$8697/unit
Sewer Impact Fee – Commercial	Varies – See Resolution 6-22
Water	
Deposit – Water Service	\$100.00
Water Capital Angels Oaks Impact Fee	\$2,000.00
Water Meter Impact Fee	
5/8” meter	\$8,782.00
3/4” meter	\$9,880.00
1” meter	\$10,977.00
1.5” meter	\$13,172.00
2” meter	\$15,369.00
3” meter	\$17,564.00
4” meter	\$21,956.00
5” meter	\$32,933.00
Work-force Housing: Extremely Low, Very low, and Low income housing	\$0.00
Work-Force Housing: Moderate income housing	\$4,391.00
Habitat SFR Detached, SFR Attached, MFR	\$0.00
Long-Range Planning Fee (Resolution 2006-35)	
Single-family	\$597.00
Two-family	\$597.00
Multi-family	\$503.00
Accessory dwelling	\$251.00
Mobile home	\$251.00
Commercial Uses	\$0.25/per sq. ft.
School Impact Mitigation Fees	
Residential	\$4.79
Commercial	\$0.78/per sq ft.

Water and Sewer deposits shall be returned upon establishing good credit within 13 months.

Affordable Housing fee reductions for water or sewer are subject to receipt of local, state or federal funding through grants or related outside funding sources. Fee reductions for affordable housing are subject to recording covenants restricting sale/rentals to affordable housing rates.

Fees are collected by the City on behalf of individual school districts. Fees are established and may be changed by local school districts at any time without amendment to the City’s Master Fee Schedule. Fees are included here for information only. Mark Twain Union Elementary School District (District) and Bret Harte Union High School District share developer fees. Residential fees are based on \$4.79 per square foot. The District retains 60% of Level 1 fees collected (\$2.88) and the remainder (\$1.91) is retained by Bret Harte Union High School District. Commercial fees are based on \$0.78 per square foot. The District retains 60% of commercial fees collected (\$0.47) and the remainder (\$0.31) is retained by Bret Harte Union High School District.



Administration Fees

Fee Changes Effective 09/01/2023

Description	Fee
Business License (Resolutions 91-41, 19-15)	
New Business License – General	\$98.00
New Business License – Contractor	\$110.00
New Business License – Store Front	\$133.00
New Business License – Locksmith	\$115.00
New Business License – Second Hand Dealer/Pawn Broker	\$150.00
Business License Renewal	\$75.00
Business License Renewal + Annual Fire Code Inspection	\$150.00
Veteran-owned business	\$0.00
Utility Account Processing Fee (Resolution 2005-04)	\$30.00
Returned Check Fee	\$40.00
Utica Park Rentals	
Kitchen (basic)	\$250.00/\$250.00 Deposit*
Commercial Kitchen (fully equipped)	\$500.00/\$500.00 Deposit*
Covered area only with seating	\$75.00/\$75.00 Deposit*
	*Deposit returned upon acceptable inspection
Special Event Permit (less than 99 participants)	\$100.00
Special Event Permit (100 or more participants)	\$500.00
Copies – All Departments	
Black & White 8.5 x 11	\$0.50 Per Page
Black & White 11 x 17	\$1.00 Per Page
Color up to 11 x 17	\$1.00 Per Page
Black & White/Color up to 24 x 36	\$2.00 Per Page
City Attorney	\$299.00
Code Compliance Officer II	\$116.00
Code Compliance Officer	\$105.00

Business License: If two or more categories apply, the applicant will pay the higher of the applicable license fees.

Special Event Permits

Applications submitted less than 30 days prior to event/parade may be denied and will incur a fee of \$250 to expedite the permit. A completed Special Event Permit, Certificate of General Liability Insurance must be received to process the permit.

Special Event Permits are required for any activity within City limits. Activities that require Special Event Permits include but are not limited to: Bands or Disk Jockeys; use of PA systems/amplified music; large tents (20' x 20' and larger); outside catering and/or food trucks; events involving the sale of food or goods; races or organized competitions; any event where tickets are sold; weddings.



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Fire Fees

Fee Changes Effective 09/01/2023

Description	Fee
Fire Permits	\$81.00
Copy of Fire Report	\$17.00
Fire Inspection	\$150.00
Alarm/sprinkler plan checks (current per hour, fixed fee)	\$250.00
Fire Hydrant Flow Calculation	Actual Cost + 5% Admin Fee
Fire Suppression system plan check and 1 inspection	\$250.00
Additional inspections	Actual cost + 5% Admin Fee
Fire Marshall/Assistant Fire Chief	\$75.00/Hour



Police Fees

Fee Changes Effective 09/01/2023

A Conditional use permit may be required for an ABC License – See Planning Fees

Description	Fee
ABC Letter	\$12.00
CCW Permit Original (includes \$93 DOJ Fee)	\$208.00
CCW Permit Renewal (includes \$52 DOJ Fee)	\$81.00
CCW Amendment	\$12.00
Citation Clearance (Other Agency)	\$12.00
Clearance Letter	\$12.00
Copy of Lost Citation	\$2.00
Copy of Report	\$17.00
Evidence Audio Recording	\$23.00
Evidence Photographs	\$6.00
Evidence Video Recording	\$23.00
Immigration Letter	\$12.00
Repossession Fee	\$17.00
Vehicle Release (Non-Criminal)	\$12.00
Vehicle Release Impound/Storage	\$180.00
VIN Verification	\$12.00
Police Chief	\$95.00/Hour



Public Works Fees

Fee Changes Effective 09/01/2023

Description	Fee
Backflow inspection	\$50.00
New Meter Installation Fee	
5/8"	\$123.00
3/4"	\$167.00
1"	\$228.00
1.5"	\$606.00
2"	\$837.00
Grease Trap Inspection (includes reinspection)	\$50.00
Sewer Tie-In Inspection	\$33.00
Non-Payment Shut Off/Turn on Fee	\$44.00
Landscape Meter Seasonal Shut Off/Turn On	\$44.00
Late Fee	\$17.00
Door tag Fee	\$12.00
Banner Installation Fee	\$550.00
After Hour Services (minimum one (1) hour)	\$75.00/Hour
Public Works Superintendent	\$85.00/Hour
Public Works	\$50.00/Hour