



FEE SCHEDULE

JULY 1, 2024



TABLE OF CONTENTS

SECTION 1: INTRODUCTION	1
1.01 GENERAL FEE INFORMATION	1
1.02 ANNUAL FEE ADJUSTMENTS	1
1.03 SURCHARGES	2
1.03a TECHNOLOGY SURCHARGE	2
1.03b ADVANCE PLANNING SURCHARGE.....	2
1.04 FEE REDUCTIONS.....	2
SECTION 2: PLANNING APPLICATION FEES	4
2.01 SURCHARGES	4
2.02 FEE REDUCTIONS.....	4
2.03 PLANNING DIVISION FEE SCHEDULE	4
SECTION 3: IMPACT FEES.....	10
3.01 CAPITAL FACILITIES FEE	10
3.01a(i) APPLICATIONS SUBJECT TO CAPITAL FACILITIES FEE.....	11
3.01a(ii) EXEMPTIONS.....	11
3.01a(iii) RESIDENTIAL PROJECT INCENTIVE PROGRAM (RES-2022-246).....	11
3.02 UTILITY FEES.....	13
3.02a WATER FEES.....	13
3.02a(i) CONNECTION/DEMAND FEES.....	13
3.02a(ii) WATER DEMAND OFFSET FEES	14
3.02a(iii) METER FEES	15
3.02a(iv) WATER MAIN TIE-IN INSPECTION FEES AND WATER SERVICE TAPS.....	15
3.02b WASTEWATER FEES.....	16
3.02b(i) DEMAND FEES.....	16
3.02b(ii) SEWER MAIN INSPECTION FEES.....	17
3.02b(iii) URBAN RE-USE DEMAND FEES.....	17
3.02b(iv) CREDIT FOR EXISTING CONNECTIONS	17
3.02c WATER FEE SCENARIOS	18
3.03 PARK FEES.....	19
3.03a(i) RESIDENTIAL PROJECT INCENTIVE PROGRAM (RES-2022-247).....	20
3.04 PUBLIC ART IN PRIVATE DEVELOPMENT	21
3.05 SCHOOL IMPACT FEES.....	21
3.06 HOUSING IMPACT FEE FEES.....	22
3.07 COMMERCIAL LINKAGE FEE.....	22
SECTION 4: STREETLIGHT POLE BANNERS	23
SECTION 5: ENGINEERING DEVELOPMENT FEES	24
5.01 DEVELOPMENT ENGINEERING AND INSPECTION FEES	24
5.02 TECHNOLOGY SURCHARGE.....	24
5.03 TIME OF PAYMENT.....	24
5.04 PUBLIC IMPROVEMENT PLAN FEES	25

5.05 MAP REVIEW FEES	26
5.06 OTHER RELATED ENGINEERING FEES	26
5.07 WATER EFFICIENT LANDSCAPE ORDINANCE (WELO)	27
5.08 DRAINAGE & STORM WATER LID REVIEW	27
5.09 ENCROACHMENT PERMIT FEES	28
5.10 TECHNOLOGY SURCHARGE	29
5.11 GENERAL PERMIT ENCROACHMENT FEES	30
5.11a TRAFFIC CONTROL PLAN REVIEW	30
5.11b OTHER GENERAL FEES	31
5.12 MAJOR ENCROACHMENT PERMITS	32
5.13 MINOR ENCROACHMENT PERMITS	33
5.14 PRIVATE UTILITY COMPANY ENCROACHMENT PERMITS	34
SECTION 6: BUILDING FEES	36
6.01 OVERVIEW OF BUILDING PLAN CHECK AND PERMIT FEES	36
6.02 PLAN REVIEW FEES:	36
6.03 PERMIT FEES	37
6.03a MISCELLANEOUS SERVICE FEES:	37
6.04 STATE FEES	38
6.04a STRONG MOTION INSTRUMENT FEES	38
6.04b SB 1473 CBSC FEE	38
6.05 SURCHARGES	39
6.06 RECORDS IMAGING FEES	39
6.07 FEE REDUCTIONS	39
6.08 TABLE OF FEES - NEW CONSTRUCTION PLAN CHECK & INSPECTIONS	40
6.08a TABLE OF FEES - MISCELLANEOUS PLAN CHECK & INSPECTIONS	43
6.08b TABLE OF FEES - MPE'S (MECHANICAL, PLUMBING, ELECTRICAL)	46
SECTION 7: OTHER FEES	48
7.01 FIRE PERMIT FEES	48
7.02 FIRE SURCHARGES	50
7.03 MICROGRAPHICS SURCHARGE	50
7.04 POLICE FEES	50
7.05 REAPPORTIONMENT OF ASSESSMENTS	50
7.06 BUSINESS TAX CERTIFICATE	50
SECTION 8: FEE SCENARIOS	52
8.01 SINGLE FAMILY DWELLING UNIT	52
8.02 MAJOR SUBDIVISION WITH SIX PARCELS	53
8.03 COMMERCIAL OFFICE SCENARIO	54
8.04 ANNEXATION SCENARIO	55
SECTION 9: TABLE OF CURRENT STAFF HOURLY RATES	56

SECTION 1: INTRODUCTION

This booklet contains a list of all City fees that might be required of a new or expanding business or residential project in Santa Rosa. The purpose of these fees is to: (i) pay for the installation of public utilities and service facilities needed to serve the property being developed, (ii) collect charges for the use of certain facilities from those benefitting by those services, and (iii) help pay the costs borne by the City in providing preconstruction, construction, inspection, and public safety services.

Some fees change on an annual basis; others may be instituted at City Council discretion. Although the information provided here is as current and complete as possible, it is best to check with City staff to ensure that there are no other requirements that your project might need to meet.

1.01 GENERAL FEE INFORMATION

- **Actual Cost** – Actual Cost means the actual number of staff hours (calculated at the current staff hourly rate) incurred to review the project, plus any third-party consultant or contract costs. Staff
- **Hourly Rate** – Staff Hourly Rate means the average billable staff salary, plus an estimate of benefits and indirect costs.
- **Additional Charges** – If a fee has been paid and processing of that application requires more staff time than has been allocated by the fees charged per this schedule, the project will be assessed for the additional staff time at the staff hourly rate.
- **Double Fees** – Permits requested after work has been started or as a result of a City enforcement action shall be charged double fees.

1.02 ANNUAL FEE ADJUSTMENTS

Unless otherwise noted, fees will be adjusted annually based on the percentage change in the U.S. Bureau of Labor Statistics San Francisco/Oakland/San Jose Consumer Price Index – All Urban Consumers (CPI-U)

1.03 SURCHARGES

Surcharges were adopted as part of [RES-2024-033](#) and are applied to all building, planning, and engineering development fees unless otherwise noted.

1.03a TECHNOLOGY SURCHARGE

The fee is paid with the issuance of all building, planning, and engineering development fees. 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.

- **5.69%** of the cost of the building, planning, and engineering fees

1.03b ADVANCE PLANNING SURCHARGE

This fee is paid with the issuance of the non-trade building, plan review, and planning fees. Fire development fees are excluded from this surcharge. The fee is for the purpose of recovering a portion of the planning agency cost of service associated with advance planning, preparing, and updating the general plan and zoning code, design guidelines and other related services attributable to standards for construction.

- **12.26%** of the cost of the non-trade building, plan review, and planning fees

1.04 FEE REDUCTIONS

To encourage the development of specific project types and participation in public appeal process and health and life safety permitting programs through the removal of economic barriers, the City Council adopted a limited number of specific development service fee reductions as part of [RES-2024-033](#).

Applying the below fee reductions may require additional review of the application before the reduction is approved.

Permit Type	Fee Reduction
Building Permits – Mechanical, Plumbing, Electrical Category includes all building permits listed in the Mechanical, Plumbing and Electrical categories.	All rates reduced by 25% <i>(Fees listed in this schedule reflect the reduced rate)</i>
Encroachment Permits – Residential Sidewalk Replacement Engineering plan review and inspection fees associated with the replacement of existing sidewalk abutting residential properties.	50% of published rate
Planning Appeal Fees – Neighbor/Non-Applicant Fee applied to appeals filed by neighboring property owners or individuals other than the applicant.	All rates reduced by 90% <i>(Fees listed in this schedule reflect the reduced rate)</i>

Permit Type	Fee Reduction
Daycare Facilities Any development service fee within the Planning and Economic Development department associated with the installation or modification of a day care facility, as described under Santa Rosa City Code section 20-70.020 . The reduction applies to all fees associated with services provided by the Planning, Building and Engineering Divisions within Planning and Economic Development.	50% of published rate
Grocery Store Any development service fee within the Planning and Economic Development department associated with the development of a new large or small grocery store, as defined under Santa Rosa City Code section 20-70.020 , constructed with the Downtown Station Area Boundary or within a Food Desert designated by the U.S. Department of Agriculture (USDA). The USDA defines a Food Desert as a census tract that meets both low-income and low-access criteria including: <ol style="list-style-type: none"> 1. Poverty rate is greater than or equal to 20% OR median family income does not exceed 80% statewide (rural/urban) or metro-area (urban) median family income; 2. At least 500 people or 33% of the population located more than 1 mile (urban) or 10 miles (rural) from the nearest supermarket or large grocery store. The reduction applies to all fees associated with permits and services provided by the Planning, Building and Engineering Divisions within the Planning and Economic Development Department.	50% of published rate
Housing Projects of 4 units or Greater in the Downtown Station Area Any housing development project within the Downtown Station Area proposing 4 units or greater. The reduction applies to all fees associated with permits and services provided by the Building and Engineering Divisions within the Planning and Economic Development Department.	50% of published rate
Affordable Housing Projects 100% affordable housing projects citywide proposing all units, with the exception of units designated for onsite management, at an affordability level of 60% or less of AMI. All affordable units must be identified in an affordability agreement with the City of Santa Rosa. The reduction applies to all fees associated with permits and services provided by the Building and Engineering Divisions within the Planning and Economic Development Department.	50% of published rate

SECTION 2: PLANNING APPLICATION FEES

Application fees for planning and entitlement permit services are collected at the time an application is submitted. The City Council established these fees to more fully recover the costs of staff time spent reviewing and processing the applications. These fees are payable at the Planning and Economic Development Department, City Hall Room 3, 100 Santa Rosa Avenue. Please make checks payable to “City of Santa Rosa.”

Where there is no fee specified, or if additional or enhanced services are required, the Director of Planning and Economic Development shall determine the fee. The determination will be based on the full cost recovery hourly rate for the staff involved ^[2] as well as for any hard costs associated with outside agency fees, public notices, advertisements, and postage.

In addition to the fees shown below, your project may require an Environmental Impact Report (EIR) pursuant to the California Environmental Quality Act (CEQA). These reports are funded by the applicant, managed by City staff and completed by a private professional consultant. The developer is financially responsible for any mitigation measures identified by the Environmental Impact Report.

2.01 SURCHARGES

See section 1.04 for information on surcharge approved by City Council, the relevant surcharge amounts are:

- **Technology Surcharge: 5.69%** of the cost of the building, planning, and engineering fees
- **Advance Planning Surcharge: 12.26%** of the cost of the non-trade building, plan review, and planning fees

2.02 FEE REDUCTIONS

Projects that are eligible for fee reductions may require additional review of the application before the reduction is approved. See Section 1.05 for information on fee reductions.

2.03 PLANNING DIVISION FEE SCHEDULE

(Effective July 1, 2024)

TYPE OF APPLICATION	FEE
• Advanced Planning Surcharge <i>(applied to all non-trade building, plan review, planning permits)</i>	12.26% of applicable permit costs
• Technology Surcharge <i>(applied to all building, planning, and engineering fees)</i>	5.69% of applicable permit costs
• Application Intake Fee	\$78
• Rezoning for Annexation ^[3]	\$31,722
– SENTIMENT SURVEY <i>(if required by LAFCO)</i>	\$252

- **Appeal:**
 - BY AN APPLICANT/APPLICANT REPRESENTATIVE TO THE:
 - Zoning Administrator \$8,214
 - Cultural Heritage Board \$8,214
 - Design Review Board \$8,315
 - Planning Commission \$9,272
 - City Council \$9,346
 - BY A NEIGHBOR/NON-APPLICANT TO ANY APPEAL BODY \$804
 - OF AN ENVIRONMENTAL DETERMINATION OR ZONING CODE INTERPRETATION \$6,358
- **Conditional Use Permit:**
 - TEMPORARY
 - Director Level Review \$886
 - Standard \$4,592
 - Enhanced Service (e.g. new structure, trailer, generator, stockpile) \$6,155
 - MINOR
 - Standard (includes Supplemental Density Bonus) \$10,474
 - Enhanced Service (e.g. new construction, personal services – restricted, use that abuts a residential use or district on an undeveloped site) \$16,835
 - Child Care Facilities (eligible for fee reduction, see section 1.05) ^[4] \$10,419
 - Residential Fence \$2,848
 - Amendment to approved Minor CUP ^[14] \$3,642
 - MAJOR: ^[5]
 - Standard (includes small lot subdivisions) \$19,379
 - Child Care Facilities (eligible for fee reduction, see section 1.05) ^[4] \$18,774
 - Enhanced Service (e.g. new commercial construction, drive-through retail, telecommunication tower) \$35,018
 - Amendment to approved Major CUP ^[14] \$5,959
- **Density Bonus:**
 - State (Zoning Code Section 20-31.060) ^[15] \$5,521
 - Supplemental Density Bonus – Minor Use Permit ^[15] \$8,952
- **Design Review:**
 - DIRECTOR LEVEL REVIEW (administrative with Building Permit review, and includes Preliminary Housing Application per Senate Bill 330) \$827
 - CONCEPT/REFERRAL
 - Design Review Board \$1,094
 - Waterways Advisory Committee \$796
 - Joint Review - Design Review Board/Cultural Heritage Board \$1,048
 - MINOR (up to 10,000 sf in total floor area)
 - Standard (includes Two-Unit Development per Senate Bill 9) \$9,378
 - Minor Alterations (e.g. change in siding or roof material, commercial fencing) \$2,726
 - MAJOR (>10,000 sf in total floor area or >5,000 sf within Historic District)
 - Reduced Review Authority \$14,128
 - Standard ^[7] \$22,910
 - Amendment to Final Design Review – Design Review Board \$7,415
 - Amendment to Final Design Review – Zoning Administrator \$4,388
 - Amendment to Final Design Review – Director \$1,361

-	SB 9 two-unit development.....	\$3,712
-	SB 35/AB 2162 Minor Ministerial	\$6,535
-	SB 35/AB 2162 Major Ministerial	\$24,098
•	Development Agreement: ^[3]	
-	NEW DEVELOPMENT AGREEMENT	\$8,327
-	AMENDMENT TO DEVELOPMENT AGREEMENT	\$3,590
•	Entitlement Fee:	
-	Director Level	\$201
•	Environmental Assessment: ^[8]	
-	EXEMPTION	
▪	Standard.....	\$367
▪	Enhanced Service (e.g. determination requires staff research or administrative review of technical reports, and includes Notice of Intent/Preliminary Housing Application – Tribal Consultation for Senate Bill 35 applications)	\$5,741
▪	CEQA Review of Building Permit (Historical / Demo Permit)	\$804
-	INITIAL STUDY & MITIGATED/NEGATIVE DECLARATION	
▪	Standard (City prepared CEQA document with administrative review of up to four related technical studies)	\$39,155
▪	Administrative review of a consultant prepared CEQA document and any related technical studies.....	\$24,443
-	ENVIRONMENTAL IMPACT REPORT	
▪	Pre-EIR administration (e.g. request for proposals and contract administration)	\$16,147
▪	Administrative review of a consultant prepared EIR.....	15% of contract
-	MITIGATION MONITORING FEE.....	\$404
•	General Plan Amendment: ^[3]	
-	TEXT AND/OR DIAGRAM	\$20,789
•	Hillside Development Permits:	
-	MAJOR ^[5]	\$20,369
-	MINOR	\$8,839
-	MINOR AMENDMENTS OR ALTERATIONS (e.g. hot tubs, sheds that do not require a building permit, and other similar small structures)	\$2,555
•	Landmark Alteration:	
-	HOMEOWNER AS APPLICANT	
▪	Concept.....	\$605
▪	Minor.....	\$8,830
▪	Major ^[9]	\$17,762
▪	Amendment to Minor Landmark Alteration ^[14]	\$2,515
▪	Amendment to Major Landmark Alteration ^[14]	\$4,069
-	NON-HOMEOWNER	
▪	Concept.....	\$605
▪	Minor (<5,000 sf).....	\$10,104
▪	Major (5,000–10,000 sf) ^[9]	\$19,762
▪	Major (>10,000 sf) ^[9]	\$20,701
▪	Amendment to Minor Landmark Alteration ^[14]	\$3,281
▪	Amendment to Major Landmark Alteration (5,000-10,000 sf) ^[14]	\$5,397
▪	Amendment to Major Landmark Alteration (>10,000 sf) ^[14]	\$5,866

• Neighborhood Meeting	\$2,085
• Pre-application Consultation Meeting (<i>No charge first hour</i>)	\$2,160
• Public Convenience or Necessity (PCN)	\$3,532
• Public Hearing:	
– ZONING ADMINISTRATOR ^[12]	\$1,028
– SUBDIVISION COMMITTEE	\$1,028
– CULTURAL HERITAGE BOARD:	
▪ HOMEOWNER MAJOR LANDMARK ALTERATION	\$1,219
▪ NON-HOMEOWNER MAJOR LANDMARK ALTERATION	\$1,219
– DESIGN REVIEW BOARD	\$1,219
– PLANNING COMMISSION	\$1,219
– CITY COUNCIL	\$1,219
• Reprocessing: (<i>required to repeat steps that exceed standard processing expectations</i>)	
– REFERRALS (<i>Review/Feedback</i>)	50% of Application Fee
– PROJECT CONDITION/STAFF REPORT	25% of Application Fee
– DECISION POINT	25% of Application Fee
• Request for Reasonable Accommodation	\$605
• Research Fee (<i>Per Half Hour</i>)	\$101
• Rezoning: (<i>Amendment to the Zoning Code, Design Guidelines, Creek Plan</i>) ^[3]	
– MAP AND/OR TEXT	\$20,789
• Sale of City-owned Surplus Land/Land Trade:	No charge
• Short-Term Rental Permit Application:	\$1,282
– SHORT-TERM RENTAL PERMIT RENEWAL APPLICATION	\$886
– SHORT-TERM RENTAL RE-NOTICING ^[16] (<i>as Determined by the Director of PED</i>)	
• Signs:	
– TEMPORARY (<i>e.g. banner</i>)	\$367
– SIGN PERMIT	
▪ Director Level (<i>consistent with sign program/sign ordinance</i>)	\$552
▪ Standard (<i>requires review by Planner</i>)	\$1,656
▪ Enhanced Service	
(<i>when sign is within a Preservation District, and it is determined by the Director that the sign needs review by the Cultural Heritage Board</i>)	\$3,219
– SIGN PROGRAM	\$3,219
– SIGN VARIANCE	\$8,554
• Subdivision:	
– APPLICATION REVIEW APPOINTMENT	\$802
– MINOR - TENTATIVE PARCEL MAP ^[10]	\$9,935
– MAJOR - TENTATIVE MAP ^[5]	\$19,207
– PARCEL MAP WAIVER	\$8,843
– AIR SPACE CONDOMINIUMS ^[10 or 5]	\$17,979
– TIME EXTENSION FOR SUBDIVISION	\$4,108

-	CERTIFICATE OF COMPLIANCE ^[10] (includes Parcel Map Waiver)	\$8,875
-	LOT LINE ADJUSTMENT OR LOT MERGER	\$967
-	MODIFICATION OF PARCEL/FINAL MAP	\$9,199
-	REVERSION OF ACREAGE ^[10 or 5]	\$8,965
-	TENTATIVE MAP STATUS LETTER.....	\$367
-	SB9 URBAN LOT SPLIT	\$9,801
•	Time Extensions:	
-	PLANNING ENTITLEMENT (except Subdivision)	\$678
-	SUBDIVISION.....	\$4,108
•	Tree Permit:	
-	ONE TO THREE TREES.....	\$1,656
-	OVER THREE TREES ON SAME APPLICATION.....	\$3,219
•	Utility Certificate:	
-	REVIEW AUTHORITY - DIRECTOR	\$3,696
-	REVIEW AUTHORITY - CITY COUNCIL.....	\$17,936
•	Vacation of Easement/Right-of-Way:	
-	SUMMARY	\$9,497
-	NON-SUMMARY OR STANDARD ^[3]	\$17,520
•	Variance:	
-	MINOR ADJUSTMENT (existing structures).....	\$9,069
-	MINOR VARIANCE	\$9,069
-	MAJOR VARIANCE ^[5]	\$18,398
•	Zoning Clearance/Home Occupation:	
-	ZONING CLEARANCE/HOME OCCUPATION.....	\$367
-	CANNABIS ZONING CLEARANCE (e.g. operator name change).....	\$367
-	CANNABIS ZONING CLEARANCE (new use)	\$736
-	PUBLIC INFORMATION SERVICES ^[13]	\$184

FOOTNOTES:

[1] On March 5, 2024, the Santa Rosa City Council adopted Resolution [RES-2024-118](#), establishing fee categories for development services with cost recovery goals to be achieved as follows:

- Non-fee services. Examples include answering zoning questions, pre-application staff consultation meetings, and zoning clearances.
- Public Benefit services set at 0% to 30% cost recovery. Examples include homeowner landmark alteration permits and fences, daycare, and neighbor/non-applicant appeals.
- Standard services set at 75% cost recovery within five years. Examples include use permits, design review, and hillside permits.
- Private Benefit services set at 100% cost recovery within five years. Examples include vacations of right of way, utility certificates, and general plan amendments.

[2] Billable hourly rate for City/Senior Planner is \$95.79/hour. Other rates may apply depending on the staff required to conduct the work.

[3] Also requires Public Hearing fee for Planning Commission and Public Hearing fee for [City Council](#).

-
- [4] Consistent with [General Plan](#) Policy YF-B-3, planning application fees taken in will be refunded to the applicant following demonstration by the applicant that the use has been initiated and in compliance with project approval.
- [5] Also requires Public Hearing fee for [Planning Commission](#).
- [6] Also requires Public Hearing fee for appropriate review authority.
- [7] Also requires Public Hearing fee for [Design Review Board](#).
- [8] An Environmental Assessment is required to determine compliance with the California Environmental Quality Act (CEQA). The fees are established as a baseline from which to conduct the initial review. Should additional or enhanced services be required, the Director of Planning and Economic Development shall determine the fee. The determination will be based on the full cost recovery hourly rate for the staff involved as well as for any hard costs associated with outside agency fees, public notices, advertisements, and postage.
- [9] Also requires Public Hearing fee for [Cultural Heritage Board](#).
- [10] Also requires Public Hearing fee for [Subdivision Committee](#).
- [11] Also requires Public Hearing fee for [Zoning Administrator](#).
- [12] Required only when a public hearing is requested in writing by any interested person prior to date of decision.
- [13] Examples include Zoning Verification and Tentative Map Status letters.
- [14] 50% of the standard application fee for an amendment to an approved permit. May also require a public hearing before the appropriate Board or Commission.
- [15] The fee for a State Density Bonus application includes staff time spent processing the intake of the application, referrals to City departments and outside agencies, and the Planner's time ensuring that the request is consistent with the Zoning Code and State Density Bonus requirements. The State Density Bonus application is typically combined with other associated entitlement applications that have their own fees. A request for a Supplemental Density Bonus requires a separate Minor Use Permit application and associated fees.
- [16] Where re-noticing is required, such as for changes in Local Contact information, any additional fees shall be determined by the Director of Planning and Economic Development; the determination will be based on the full cost recovery hourly rate for the staff involved as well as any hard costs associated with the public notice and postage.

SECTION 3: IMPACT FEES

This section contains information on various impact fees which are charged to pay for infrastructure or services which are needed to serve development. Development projects may be subject to more than one of these impact fees.

3.01 CAPITAL FACILITIES FEE

The Capital Facilities Fee (City Code Section [21.04](#)) was established to pay for certain public infrastructure facilities required to serve new development within the City. Infrastructure funded by the Capital Facilities Fee includes street widening, traffic signals, freeway interchanges, bike paths, and storm drains. This fee is typically paid prior to the issuance of a building permit, at the Planning and Economic Development Department, City Hall Room 3, 100 Santa Rosa Avenue.

Development Type	Fee (Effective July 1, 2024)
Residential, Very Low Density (0 to 1.99 units/acre)	\$11,315 / unit
Residential, Low Density (2 to 7.99 units/acre)	\$9,924 / unit
Residential, Medium-Low Density (8 to 12.99 units/acre)	\$9,084 / unit
Residential, Medium Density (13 to 17.99 units/acre)	\$8,084 / unit
Residential, Medium-High Density (18 to 30+ units/acre)	\$6,734 / unit
Accessory Dwelling Unit (Second Dwelling/Granny Unit)	\$6,734 / unit
Retail	\$17.56 / gross square foot
Commercial	\$11.33 / gross square foot
Office	\$7.91 / gross square foot
Industrial	\$4.81 / gross square foot
Mini Warehouse	\$1.91 / gross square foot
Congregate Care Facility	\$1,745 / unit or room
Churches	\$1.48 / gross square foot
Private Schools	\$7.75 / gross square foot
Drug Rehabilitation Center	\$7.53 / gross square foot

NOTES:

- Quadrant boundaries are U.S. 101 and Santa Rosa Creek.
- "Other uses" are determined by the Director of Planning and Economic Development. Other uses include all uses not specified above, including, but not limited to, hospitals, rest homes, other care facilities, and day care centers.
- To determine a fee for service stations, an estimate of square footage is made utilizing the number of cars which can be served simultaneously. Multiply the number of cars which can be served by 250 square feet. The result of this calculation is added to any other retail square footage proposed to determine the fee paid.
- These fees will be adjusted annually each July based on the percentage change in the Bureau of Labor Statistics San Francisco/Oakland/San Jose Consumer Price Index – all Urban Consumers (CPI-U)

3.01a(i) APPLICATIONS SUBJECT TO CAPITAL FACILITIES FEE

- Applications for building permits to construct a residential or non-residential structure.
- Applications for conditional use permits or zoning clearances to change a building's use which does not require a building permit to initiate the use. The fee charged shall be the incremental difference between the current Capital Facilities Fee for the prior use and the current Capital Facilities Fee for the new use.

3.01a(ii) EXEMPTIONS

The following actions and uses are exempt from the requirement to pay the Capital Facilities Fee (CFF):

- Alteration, remodeling, or reconstruction of a nonresidential structure which does not increase the gross floor area above what was in existence and in use on the effective date of this chapter. (*Capital Facilities Fee (City Code Section [21-04](#)) was established with Ordinance [3322](#) and put into effect August 25, 1997.*)
- A development project which the developer establishes to the City's satisfaction will not generate any additional need for public facilities, services or amenities, or any other impact for which a mitigation and/or fee is otherwise required. The burden of establishing by satisfactory proof the applicability and elements of this subsection shall be on the developer. No exemption or limit shall be granted pursuant to this section unless a finding is made, based on satisfactory factual proof provided by the developer, that the requirements of this subsection have been satisfied.
- Accessory Dwelling Units (ADU's) measuring 750 Square Feet or smaller are exempt from CFF as of December 5th, 2017. (*Resolution No. [RES-2017-236](#)*).
- No CFF shall be due if the CFF was previously paid in full for a particular property, and no refund has been issued.
- There are no other exemptions to the CFF.

NOTES:

- *Alteration, remodeling or reconstruction to an existing residential unit creating 400 square feet or more of additional living space is no longer subject to CFF as of July 21, 2018 (Ordinance No. [ORD-2018-013](#)).*

3.01a(iii) RESIDENTIAL PROJECT INCENTIVE PROGRAM (RES-2022-246)

RESIDENTIAL PROJECT INCENTIVE PROGRAM TO INCREASE HIGH DENSITY DEVELOPMENT AND AFFORDABLE HOUSING DOWNTOWN.

RESOLUTION NO. [RES-2022-246](#)

- The project must include primarily residential uses:
 - For projects located Downtown on parcel(s) zoned CMU with a maximum base FAR requirement of 8.0, as identified in Map LU-5 of the Downtown Station Area Specific Plan: the project must be four or more stories in height, with at least three floors dedicated to residential use.
 - For all other projects located Downtown: the project must be three or more stories in height, with at least two floors dedicated to residential use.
 - For affordable/inclusionary housing projects located Downtown: the project must construct affordable units on-site pursuant to the City's Housing Allocation Plan.
- The residential project must break ground before August 31, 2026. "Breaking ground" is defined as securing a foundation permit; and
- For purposes of the Incentive Program, floors are considered "residential" if at least twenty-five (25%) of gross floor area is dedicated to habitable space; and

-
- For residential projects located Downtown on parcel(s) zoned CMU with a maximum base FAR requirement of 8.0, as identified in Map LU-5 of the [Downtown Station Area Specific Plan](#): CFF for projects proposing four or more stories, with at least three stories dedicated to residential use, shall be calculated based upon the first three residential floors only, and any additional floors dedicated to residential use shall be exempt from additional CFF.
 - For all other residential projects located Downtown: CFF for projects proposing three or more stories, with at least two stories dedicated to residential use, shall be calculated based upon the first two residential floors only, and any additional floors dedicated to residential use shall be exempt from additional CFF.
 - For Downtown affordable/inclusionary housing projects that construct the affordable units on-site pursuant to the City's Housing Allocation Plan: CFF for non-exempt units shall be reduced to \$2 per square foot. The reduced CFF Fees for non-exempt units shall be applied based upon the project's classification under subsection (a) or (b) above.

3.02 UTILITY FEES

Utilities fees include water and wastewater connection/demand fees and inspection fees to pay for the cost of these services and Water Demand Offset fees for new construction completed during severe water shortages to ensure a net-zero impact on water supplies. The fees outlined below are basic utilities fees. Other fees, such as special area assessments or reimbursement fees may also be applicable. All fees (except for Water Demand Offset Fees) are paid prior to issuance of a building permit at the Planning and Economic Development Department, City Hall Room 3.

3.02a WATER FEES

3.02a(i) CONNECTION/DEMAND FEES

Water demand fees are charged for connection to the water system. Residential demand fees are one-time only fees. Non-residential and irrigation fees are determined by Water staff and based on maximum monthly usage. If the type of non-residential use changes, additional demand fees may be due.

Type of Connection/Demand	Fee (as of January 1, 2024)
Single Family Unit, Lot over 1 acre	\$9,641
Single Family Unit, over 6,000 sq ft up to 1 acre	\$6,144
Single Family Unit, 6,000 square feet and under	\$4,185
(Multifamily Residential) Duplex & Triplex	\$3,283
(Multifamily Residential) Condominiums, Apartments, Mobile Homes	\$2,542
(Multifamily Residential) Condominiums, Apartments, Mobile Homes, with Dedicated Irrigation Meter	\$1,959
Accessory Dwelling Unit, Single Room Occupancy or Senior Housing Unit, Small-High Density Apartment Units	\$1,589
Non-residential	\$529 / 1,000 GPM *
Irrigation	\$529 / 1,000 GPM *

**GPM = Gallons Per Month*

NOTES:

- A processing fee of \$510 is charged per connection.
- Water capacity is purchased in 1,000-gallon increments.
- Any NEW Accessory Dwelling unit that is over 750 square feet will require demand fees. It is recommended that all Accessory Dwelling units have a separate meter, but it is not required unless over 750 square feet. Contact Water Engineering Services for more information.
- Small-high density apartments include all apartments 750 square feet and under.

3.02a(ii) WATER DEMAND OFFSET FEES

On March 29, 2022, the Santa Rosa City Council adopted the Water Demand Offset (WDO) Policy ([RES-2022-062](#)). The WDO Policy allows new construction and development to continue during severe water shortages, provided each project offsets its demand for water to achieve a net zero impact. The policy is in effect as of May 30, 2022. Projects which have submitted a building permit application prior to that date are not subject to the policy.

To comply with the WDO Policy, new construction projects must submit a WDO application as part of the building permit application process. Applicants have two routes for compliance: paying a WDO fee (shown below) to fund City programs that will achieve the offsets or proposing an alternative compliance method (funded by the applicant) to achieve the required offsets. Alternative compliance must be pre-approved by the City to be eligible.

Payment of WDO fees (or completion of an approved alternative) would be due when the developer/applicant is seeking final inspection for the construction project, or occupancy of any type – **however, WDO fees would only be due if the City is experiencing a severe water shortage emergency that requires existing water customers to adhere to site-specific water allocations (water rations) at that time.** If the City is not rationing water at that time, the offset requirement would be waived.

Type of Demand Offset	Fee (as of January 1, 2024)
Single Family Unit, Lot over 1 acre	\$5,468
Single Family Unit, over 6,000 sq ft up to 1 acre	\$3,014
Single Family Unit, 6,000 square feet and under	\$2,127
(Multifamily Residential) Duplex & Triplex	\$1,786
(Multifamily Residential) Condominiums, Apartments, Mobile Homes	\$1,623
(Multifamily Residential) Condominiums, Apartments, Mobile Homes, with Dedicated Irrigation Meter	\$1,364
Accessory Dwelling Unit, Single Room Occupancy or Senior Housing Unit, Small-High Density Apartment Units	\$940
Non-residential	\$449 / 1,000 GPM *
Irrigation	\$449 / 1,000 GPM *
WDO Application Processing Fee (as of February 15, 2023)	\$160

**GPM = Gallons Per Month*

NOTES:

- Applies to ADUs that are subject to Connection Fees. Small, High-Density apartment units are 750 square feet or smaller.

3.02a(iii) METER FEES

These fees are paid for installation of a new domestic and/or irrigation meter. Credit is given for an existing meter when upsizing.

Meter Size	Fee (as of June 29, 2021)
5/8"	\$310
3/4"	\$310
1"	\$360
1.5"	\$1,570
2"	\$1,570
3"	\$2,810
4"	\$4,030
6"	\$5,570
10"	\$8,085

NOTES:

- Irrigation meters are required for all non-residential uses and for multifamily uses with common landscape areas. These uses also pay an irrigation demand fee. The amount of flow required to determine the irrigation demand fee is based on landscape plans conforming to the Water Efficient Landscape Policy. The flow calculations are performed by the Building Division.*
- Irrigation meter size is based on the highest flow through the meter based on the design of the irrigation system.*

Type	Fee
Meter Re-inspection	\$110

3.02a(iv) WATER MAIN TIE-IN INSPECTION FEES AND WATER SERVICE TAPS

These fees are paid for any work on the public water system requiring inspection by City of Santa Rosa staff.

Type	Fee (as of June 29, 2021)
Type A - on line / grade	\$725
Type B - cut-in tee and valve	\$775
Type C – complex	\$1,400
Water System Shutdown (Upsize/abandonment/adjustments/resize/service split)	\$395
Service taps – ¾", & 1"	\$85
Service taps – 1.5" & 2"	\$210

Type	Fee (as of June 29, 2021)
Service taps over 2" to less than 12"	\$525
Service taps 12"	\$620
Fire Flow	\$135
Hydraulic Model Assessment-Consultant - Any amount over \$5,000	\$5,000 deposit Actual Cost

NOTES:

- A plan check fee shall be charged for each individual lot. If a master plan is submitted as part of a subdivision, a plan check fee will be charged for each lot shown on the master plan.
- An inspection fee shall be charged for each individual lot and for each lot of the subdivision.
- Hydraulic Model Assessment-consultant

3.02b WASTEWATER FEES

3.02b(i) DEMAND FEES

Wastewater demand fees are paid for connection to the sewer system. Residential demand fees are one-time only fees. Non-residential fees are determined by Water Engineering Services staff and based on type of use. If the type of non-residential use changes, additional demand fees may be due.

Demand Fee Type	Demand Fee (as of January 1, 2024)
Single Family Unit, Lot over 1 acre (43,560 sq ft)	\$8,188
Single Family Unit, over 6,000 sq ft to 1 acre	\$6,928
Single Family Unit, 6,000 sq ft and under (any unit with outside watering)	\$6,718
(Multifamily Residential) Duplex, Triplex, Condominiums, Apartments, Mobile Homes	\$5,877
(Multifamily Residential High Density) Condominiums, Apartments, Mobile Homes,	\$4,618
Accessory Dwelling Unit, Single Room Occupancy or Senior Units	\$4,618
Non-residential / Industrial – Per 1,000 GPM and estimated monthly wastewater factor on table	Minimum 1,000 GPM \$2,099

NOTES:

- A processing fee of \$510 is charged per connection.
- Demand fee for non-residential and industrial uses shall be based on a fee rate of \$2,046 per thousand gallons per month and the estimated monthly wastewater flow.

- *Properties located in the Southpark Sanitation District are subject to SPSD fees and policies. For more information, contact Southpark Sanitation District at (707) 521-6215.*
- *Any NEW Accessory Dwelling unit that is over 750 square feet will require demand fees. It is recommended that all Accessory Dwelling units have a separate meter, but it is not required unless over 750 square feet. If within South Park Sewer District Contact Sonoma Water for Fees. Contact Water Engineering Services for more information.*
- *Small-high density apartments include all apartments 750 square feet and under.*

3.02b(ii) SEWER MAIN INSPECTION FEES

These fees are paid for any work on the public sewer system requiring inspection by Water Engineering Services staff.

Type	Fee
Sanitary Sewer Lateral Connection or Wye Abandonment	\$175

3.02b(iii) URBAN RE-USE DEMAND FEES

Type	Fee
Urban Re-Use – Per 1,000 Gallons	\$529

3.02b(iv) CREDIT FOR EXISTING CONNECTIONS

Parcels with existing connections will receive a credit towards demand fees. Contact Water Engineering Services to determine applicable credits.

OTHER IMPORTANT INFORMATION REGARDING UTILITIES FEES

- Mixed residential/commercial uses must be separately metered and pay separate demand fees.
- Demand fees for shell non-residential or industrial buildings will be calculated at the warehouse rate and will be due prior to issuance of the Building Permit. The irrigation demand fees will be due prior to setting the irrigation meter. Any types of use to occupy the shell building or portions of the shell building with a higher rate of flow than warehouse will have additional fees due prior to issuance of the Tenant Improvement Permit.
- When one unit on a lot is proposed to be connected to City wastewater or water, all units on the lot must be connected.
- Any NEW Accessory Dwelling unit that is over 750 square feet will require demand fees. It is recommended that all Accessory Dwelling units have a separate meter, but it is not required unless over 750 square feet. Contact Water Engineering Services for more information at Watereng@srcity.org or (707) 543-4200

3.02c WATER FEE SCENARIOS

WATER FEE SCENARIO #1: A Single-Family Dwelling on a 6,500 sq ft subdivision lot with sewer and water stubbed out to the property:

Fee Type	Fee Amount
Water Demand Fee	\$6,144.00
Water Processing Fee	\$510.00
1" water meter	\$360.00
Sewer Demand Fee	\$6,928.00
Sewer Processing Fee	\$510.00

Scenario 1 Total: \$14,452.00

WATER FEE SCENARIO 2: A 10,000 sq ft office building on a vacant lot. Estimated peak monthly irrigation use is 20,000 gallons per month.

For office use, the average monthly flow is 730 gallons per month per thousand square feet (see Table 15-1 of [ORD-2021-005](#)). $730 \times 10 = 7,300$ gallons per month. We round down to the nearest 1000 gallons, so for this example the amount to purchase would be 7,000 gallons. This is the minimum water & sewer demand purchase. If use is higher, additional demand must be purchased. Water is purchased at a rate of \$516 per thousand gallons per month. Sewer at a rate of \$2,046 per thousand gallons per month.

Fee Type	Calculation	Fee Amount
Water Processing Fee		\$510.00
Domestic Water Demand Fee	$7 \times \$529 =$	\$3,703.00
Irrigation Water Demand Fee	$20 \times \$529 =$	\$10,580.00
1" Water Meter Fee (Domestic)		\$360.00
1" Water Meter Fee (Irrigation)		\$360.00
Sewer Processing Fee		\$510.00
Sewer Demand Fee	$7 \times \$2,099.00 =$	\$14,693.00

Scenario 1 Total: \$30,716.00

In each of these scenarios additional fees may apply. For example, fire flow tests may be required, meter sizes may vary, backflow inspections may be necessary, or if fire sprinklers are required, additional meter and backflow fees will also apply.

**FOR MORE INFORMATION, CONTACT WATER ENGINEERING SERVICES AT
(707) 543-4200 OR WATERENG@SRCITY.ORG**

3.03 PARK FEES

(Effective January 1, 2024)

All new residential developments in the City of Santa Rosa pay park fees on a per unit basis. These fees are used to help fund the costs of acquiring and constructing neighborhood and community parks. These fees are collected at the time of building permit issuance and are paid at the Planning and Economic Development Department, City Hall Room 3, 100 Santa Rosa Avenue.

Dwelling Type	In Lieu/Park Development Fee
Single Family Detached	
Northwest	\$15,959 per unit
Northeast	\$15,502 per unit
Southwest	\$14,536 per unit
Southeast	\$16,902 per unit
Single Family Attached	
Northwest	\$12,790 per unit
Northeast	\$12,701 per unit
Southwest	\$14,072 per unit
Southeast	\$13,144 per unit
Duplex	
Northwest	\$12,625 per unit
Northeast	\$12,538 per unit
Southwest	\$13,891 per unit
Southeast	\$12,945 per unit
Multifamily	
Northwest	\$10,980 per unit
Northeast	\$10,904 per unit
Southwest	\$12,081 per unit
Southeast	\$11,258 per unit
Mobile Home/Accessory Dwelling Unit	
Northwest	\$8,727 per unit
Northeast	\$8,666 per unit
Southwest	\$9,602 per unit
Southeast	\$8,948 per unit

NOTES:

- *Dedication of land for parks is required in some circumstances in accordance with Santa Rosa City Code, Chapter [19-70](#) 'Park and Recreation Land and Fees'. Dedication and fee payment is required in some cases. In these instances, the residential units have reduced park fees which are determined based on the fee in effect and the amount of the land dedication.*
- *Fee credit may be allowed in some circumstances for the provision of private open space, City Code [19-70.120](#).*
- *Park fees do not apply:*
 - *to commercial or industrial subdivision; (City Code [19-70.150](#))*
 - *to condominium or stock cooperatives which consist of the subdivision of airspace in an existing apartment building which is more than 5 years old when no new dwelling units are added. (City Code [19-70.150](#))*
 - *to projects within the Oakmont Planned Community*
 - *to Accessory Dwelling Units (ADU's) measuring 750 Square Feet or smaller as of December 5th, 2017. (Resolution No. [RES-2017-236](#)).*

3.03a(i) RESIDENTIAL PROJECT INCENTIVE PROGRAM (RES-2022-247)

RESIDENTIAL PROJECT INCENTIVE PROGRAM TO INCREASE HIGH DENSITY DEVELOPMENT AND AFFORDABLE HOUSING DOWNTOWN.

RESOLUTION NO. [RES-2022-247](#)

1. The project must include primarily residential uses:
 - For projects located Downtown on parcel(s) zoned CMU with a maximum base FAR requirement of 8.0, as identified in Map LU-5 of the Downtown Station Area Specific Plan: the project must be four or more stories in height, with at least three floors dedicated to residential use.
 - For all other projects located Downtown: the project must be three or more stories in height, with at least two floors dedicated to residential use.
 - For affordable/inclusionary housing projects located Downtown: the project must construct affordable units on-site pursuant to the City's Housing Allocation Plan (City Code Chapter [21-02](#)).
2. The project applicant is not seeking overlapping fee reductions, such as the Park Impact Fee credit for the provision of private open space as defined in Ordinance number [3216](#).
3. The residential project must break ground before August 31, 2026. "Breaking ground" is defined as securing a foundation permit.
4. For purposes of the Incentive Program, floors are considered "residential" if at least twenty-five (25%) of gross floor area is dedicated to habitable space.
 - For residential projects located Downtown on parcel(s) zoned CMU with a maximum base FAR requirement of 8.0, as identified in Map LU-5 of the Downtown Station Area Specific Plan: Park Impact Fees for projects proposing four or more stories, with at least three stories dedicated to residential use shall be calculated based upon the first three residential floors only, and any additional floors dedicated to residential use shall be exempt from additional Park Impact fees.
 - For all other residential projects located Downtown: Park Impact Fees for projects proposing three or more stories, with at least two stories dedicated to residential use, shall be calculated based upon the first two residential floors only, and any additional floors dedicated to residential use shall be exempt from additional Park Impact Fees.
 - For Downtown affordable/inclusionary housing projects that construct the affordable units on-site pursuant to the City's Housing Allocation Plan: Park Impact Fees for non-exempt units shall be

reduced to \$2 per square foot. The reduced Park Impact Fees for non-exempt units shall be applied based upon the project's classification under subsection (a) or (b) above.

- For all residential development within the Downtown: 100% of Park Impact Fee revenue collected under the Incentive Program shall be used solely in connection with the creation, expansion, and/or enhancement of parks and recreation facilities located within the boundaries of the Downtown.

3.04 PUBLIC ART IN PRIVATE DEVELOPMENT

Any commercial development project (not including industrial) with construction costs exceeding \$500,000 shall contribute no less than 1% of the construction costs to publicly accessible art (City Code [21-80.030](#)). The contribution may be made by providing public artwork or payment of in-lieu fees. A combination of these options is also available. Planning for this aspect of your development should begin at the earliest possible stage and be completed prior to occupancy of the project.

For more information on the Public Art in Private Development process, please contact Bryce Dow-Williamson, Art & Event Consultant, at (707) 543-3964, or email to bdow-williamson@srcity.org.

3.05 SCHOOL IMPACT FEES

The school impact fee is designed to cover the costs of adding school rooms for the increased enrollment caused by new residential and commercial development. The fees are collected by each individual school district and must be paid at the time of building permit application.

School District	District Phone Number
Bellevue Union	542-5197
Bennett Valley	542-2201
Piner-Olivet	522-3000
Rincon Valley	542-7375
Roseland	545-0102
Santa Rosa	890-3800 ext. 80214
Wright	542-0550
Mark West	524-2970
Kenwood	833-2500

NOTES:

- *The statutory fee is charged unless a property owner has signed an agreement to pay the mitigation fee.*
- *All high school fees are paid to Santa Rosa City School District. Elementary school fees are paid at the individual districts.*

3.06 HOUSING IMPACT FEE FEES

(Effective December 1, 2023)

The Housing Allocation Plan was established to assist in the development of affordable housing in Santa Rosa. Most residential projects pay the housing impact fee as outlined in the Housing Allocation Plan, City Code Chapter [21-02](#). This fee is paid at the Planning and Economic Development Department, City Hall Room 3, 100 Santa Rosa Avenue.

The housing impact fee for unrestricted (“market rate”) and non-exempt rental units and for-sale units is based on the unit’s size and location inside or outside of the downtown. The downtown is defined in City Code Section [21-02.030](#). The fee for a rental unit shall be paid no later than prior to the final inspection for each unit in a residential project; payment for a for-sale unit shall be no later than the close of escrow or one-year following the final inspection, whichever is sooner. The fee schedule is below:

HOUSING IMPACT FEES BY UNIT SIZE AND LOCATION – RENTAL AND FOR-SALE UNITS

Units Located <u>Outside</u> the Downtown by Square Footage	Total Fee	Units Located <u>Inside</u> the Downtown by Square Footage	Total Fee
0 to 909	\$5 per sq. ft.	0 to 909	\$2 per sq. ft.
910 or above	\$10 per sq. ft.	910 or above	\$3 per sq. ft.

Fees will be adjusted on July 1st, 2025.

3.07 COMMERCIAL LINKAGE FEE

(Effective December 1, 2019)

The Housing Allocation Plan includes a commercial linkage fee that was established to assist in the development of affordable housing needed to offset housing demand created by new commercial development in Santa Rosa. Most commercial projects pay the commercial linkage fee as outlined in the Housing Allocation Plan, City Code Chapter [21-02](#). This fee is paid at the Planning and Economic Development Department, City Hall Room 3, 100 Santa Rosa Avenue.

The commercial linkage fee for all non-exempt commercial projects is based on the floor area of a new commercial building or the expansion of an existing commercial building. The fee is paid at or before building permit issuance or, if a building permit is not required, at or before a Business Tax Certificate issuance. The fee calculation is below:

Commercial Linkage Fee.....\$3.00 per square foot

SECTION 4: STREETLIGHT POLE BANNERS

(Effective May 25, 2021)

Streetlight Pole Banner Fees allowing non-City use of and installation on streetlight poles for banner placement as outlined in [RES-2021-088](#).

Type	Fee
Non-Refundable Application	\$45
Minor Encroachment Permit (See Section 5.13)	
Application Processing Fee	\$57.09
Plan Check Fee	\$84.08
Traffic Control Plan Review Fee	<i>Varies by plan type and number of locations.</i> <i>See Section 5.11a Traffic Control Plan Review</i>
Banner Inspection	
1-12	\$75
13-30	\$150
31-60	\$225

SECTION 5: ENGINEERING DEVELOPMENT FEES

5.01 DEVELOPMENT ENGINEERING AND INSPECTION FEES

These fees are charged at the time of service and are designed to help recover a portion of the costs associated with providing engineering review and inspection services. Fees are paid online or at Engineering Development Services, City Hall Room 3, 100 Santa Rosa Avenue.

Map and improvement plan check fees for subdivisions are collected with the submittal of the plan check package.

Inspection fees and material inspection fees are collected prior to issuance of a Grading or Encroachment Permit. These fees cover inspection and materials testing of public improvements constructed by development projects to ensure quality in infrastructure which will become the City's maintenance responsibility.

For the purpose of determining fees associated with this schedule, the term "development" is defined as:

- **Development:** A project with a single subdivision agreement including a performance bond (or other approved guarantee) or a project on a single parcel.*

**The City Engineer may determine that two projects are a single project for the purpose of this definition if the projects: (i) are adjacent; (ii) have each been conditioned to perform the same off-site public improvements; (iii) are submitted, plan-checked and inspected at the same time; and (iv) are represented by the same civil engineer.*

5.02 TECHNOLOGY SURCHARGE

See section 1.04 for information on surcharge approved by City Council, the surcharge amounts are:

- **5.69%** of the cost of the building, planning, and engineering fees

5.03 TIME OF PAYMENT

Improvement Plan Check fees and Map Review fees are collected at plan submittal. Plan check fees paid will cover the initial plan review and two subsequent plan checks for a total of three.

The amount of the Plan Check fee is determined by City staff based on the estimated value of the public improvements and the applicable engineering fee schedule and rate. The amount due with the first plan check is 50% of the total fee, the amount due with the second plan check is 25% of the total fee, and the amount due with the third plan check is 25% of the total fee.

Additional required plan checks will be performed at the staff hourly billing rate. A deposit will be required to pay for the necessary staff work.

If additional fees are due, based on an updated engineer's estimate, this added amount shall be paid prior to final signing of improvement plan.

Public Improvement Inspection and Material Testing fees are paid prior to issuance of a Grading or Encroachment Permit, see Council [RES-2017-090](#).

5.04 PUBLIC IMPROVEMENT PLAN FEES

The following fee schedules shall apply to public improvements constructed by private development, whether or not such projects have engineered plans signed by the City Engineer.

Estimated Construction Value of Public Improvements	Plan Review Fee <i>as percentage of construction value</i>
Up to \$150,000	13%
\$150,001 to \$3,000,000	\$19,500 + 3% of value > \$150,000
\$3,000,001 to \$4,000,000	\$105,000 + 2.25% of value > \$3,000,000
Over \$4,000,000	\$127,000 + 0.75% of value > \$4,000,000

Estimated Construction Value of Public Improvements	Inspection Fee <i>as percentage of construction value</i>
Up to \$150,000	20%
\$150,001 to \$1,000,000	\$30,000 + 2.75% of value > \$150,000
\$1,000,001 to \$4,000,000	\$53,375 + 2.5% of value > \$1,000,000
Over \$4,000,000	\$128,375 + 1% of value > \$4,000,000

Street Lights and Traffic Signals	Fee	Fee Type
Plan Check Fee – per new traffic signal location	\$ 2,511.96	Each
Inspection Fee – per new traffic signal location	\$ 2,285.68	Each
Street Light Activation – per new streetlight pole	\$ 143.24	Each

5.05 MAP REVIEW FEES

Map Review fees are applied based on the number of sheets the map contains:

Item	Fee
Minor Subdivision Plan Check (4 lots or fewer) - 1st three map sheets	\$ 7,891.91
Major Subdivision Plan Check (greater than 4 lots) - 1st three map sheets	\$11,431.49
Each Subsequent Map Sheet (Minor or Major)	\$ 1,793.66

5.06 OTHER RELATED ENGINEERING FEES

Fee Type	Fee
Initial Plan Check Submittal Meeting	\$ 349.81
Public Improvement Variance	\$ 785.77
Certificate of Corrections	\$ 1,535.20
Public Improvement Plan Revisions post signature	
MINOR REVISION <i>(No Replacement or added sheets, involves no more than 2 plan reviews)</i>	\$ 1,534.16
MAJOR REVISION <i>(Includes redesigns, replacement or added sheets and requires multiple plan checks)</i>	Valuation of the plan sheet per the Plan Review Fee table in Section 5.04 above.
Public Improvement Plan Record Drawings	
MINOR <i>(No document revisions required. Record drawing signoff only by the design engineer)</i>	\$ 629.03
MAJOR <i>(Document revisions required together with record drawing signoff)</i>	\$ 1,534.16

5.07 WATER EFFICIENT LANDSCAPE ORDINANCE (WELO)

These fees are paid for any plan check and inspections associated with the Water Efficient Landscape Ordinance.

WELO Plan Check	
Percentage of Landscape Valuation	Fee
\$0 - \$19,999	\$440
\$20,000 - \$99,999	\$825
\$100,000 - \$499,999	\$1,650
\$500,000 and over	Varies*

**Fees for valuations over \$500,000 will be based on a percentage of the improvement value as published in the Public Improvement Plan Fees in Section 5.04 of this fee schedule (per [RES-2017-090](#)).*

WELO Inspection	
Type	Fee
Residential	\$65
Commercial	\$130

5.08 DRAINAGE & STORM WATER LID REVIEW

The following fees shall apply to any plan check of a Drainage report and plan check and inspection of a Stormwater Low Impact Development report and design associated with a Public Improvement Plan submittal.

DRAINAGE & STORM WATER LID REVIEW	Drainage Study	LID	Fee Type
Review Fee: <10,000 sq ft of impervious surface	\$ 1,639.00	n/a	Flat
Review Fee: >10,000 sq ft and <1 acre of impervious surface	\$ 3,262.43	\$ 444.26	Flat
Review Fee: >1 acre of impervious surface	\$ 3,828.14	\$ 780.58	Flat
Additional Review	Staff Rate	Staff Rate	Hourly
LID Final Inspection Fee - all LID installations	n/a	\$ 381.98	Flat
LID Final Inspection Fee - additional LID inspections	n/a	Staff Rate	Hourly

5.09 ENCROACHMENT PERMIT FEES

Fees for services provided by the City of Santa Rosa Department of Planning and Economic Development are paid prior to issuance of the Encroachment Permit. Fees are paid online or may be paid at the Department of Planning and Economic Development, located at 100 Santa Rosa Avenue, Room 3.

Encroachment Permit fees are calculated as a combination of General Encroachment Permit Fees and the category subtype of the work being performed. General Encroachment Permit Fees may apply to all permit subtypes. For projects that include water or wastewater utilities please also review the Utility Fees in Sections 3.02a & 3.02b of this fee schedule.

The subtype categories used by the City are:

- **Private Utility Company Encroachment Permits** (*Section 5.14*): For work performed to the benefit of a private utility company see Private Utility Company Encroachment Permits
- **Major Encroachment Permits** (*Section 5.12*): For projects with public improvement plans designed by a civil engineer See Major Encroachment Permits
- **Minor Encroachment Permits** (*Section 5.13*): all other work types

Plan Check Fees

- Plan check fees cover the costs of two City review cycles. After two review cycles a staff hourly rate is applied to all additional plan check cycles.
- If a permit is withdrawn prior to issuance, the application processing fee is non-reimbursable. However, plan check fees are reimbursable based upon the number of plan check cycles that have been initiated:

Permits Withdrawn <u>Prior</u> to Issuance	
Amount of work performed by City staff	% Plan Check Fee Reimbursable
No plan check cycle initiated	100%
First plan check cycle has been initiated	50%
Second plan check cycle has been initiated	0%

Definitions & Overview of Encroachment Permit Process Phases

Note: If the applicant is unable to submit electronic applications, submit fee online, e-sign their permit, etc. an accommodation can be requested by contacting Engineering.

- **Application Submittal** – The applicant shall submit a complete application package to the City's satisfaction within 30 calendar days from the date of initial submittal. Failure to provide a complete application package within 30 days results in withdrawal of the permit and forfeiture of fees paid.
- **Plan Check Cycle** – is the number of days allotted to review a project at each submittal. Plan check cycles begin within 2.5 business days of a complete submittal package.

City plan check - should be completed per the below cycles:

Major Encroachment:	Will vary with the public IP process
Minor Encroachment:	2-week plan check cycle
Minor Encroachment w/ Water Review:	3-week plan check cycle
Minor Encroachment – Parklet:	As determined by Code
Private Utility Company – Up to 3 parcels:	1-week plan check cycle
Private Utility Company – Linear Construction:	Will vary by complexity
Private Utility – Small Wireless Facilities:	As determined by Code

Permittee Resubmittal – If applicant receives plan check comments at the end of a City plan check cycle, the applicant must resubmit a revised plan within 30 calendar days from the date in which the plan check comments were delivered.

- **Permit Issuance** – Within 2.5 business days of plan approval, the permit will be ready for issuance. The permittee has 30 calendar days to pay all fees, sign and execute the permit. Once fees are paid, the permittee will receive an email for their e-signature. Signing the document via the e-signature process automatically provides the City with a receipt copy of the executed permit and it is then an issued/active permit. Failure to pay all fees, sign and execute the permit within 30 days results in withdrawal of the permit and forfeiture of fees paid.
- **Start of Work** – Unless otherwise stated in the permit, per City Code § [13-04.110](#) the permittee shall provide notice to the City prior to their start of work/use and shall begin work/use of the permit within 90 days of date of issuance and provide notice to the City prior to their start of work/use. Failure to begin work/use and provide notice as stipulated shall result in the closure of the permit and loss of fees paid.

5.10 TECHNOLOGY SURCHARGE

See section 1.04 for information on surcharge approved by City Council, the surcharge amounts are:

- **5.69%** of the cost of the building, planning, and engineering fees

5.11 GENERAL PERMIT ENCROACHMENT FEES

Fees that may be applied to any type of Encroachment Permit

5.11a TRAFFIC CONTROL PLAN REVIEW

Traffic control plan (TCP) review fees are applied based upon the complexity of the plan review and the number of non-contiguous locations that are being reviewed. Non-contiguous locations charged per each group of 4 locations included in the permit.

Traffic control plan (TCP) review fees are applied based upon the complexity of the plan review and the number of locations requiring a traffic plan (e.g. pedestrian/bicycle/vehicular traffic) non-contiguous locations that are being reviewed.

TCP review fees are the same for a single location as a group of up to 4 non-contiguous locations. Non-contiguous locations are charged per each group of up to 4 locations included in the permit.

Traffic Control Plan (TCP) Review			
STANDARD TCP: a generic/standard MUTCD plan, includes sidewalk closures.	Standard TCP	Complex TCP	Fee Type
COMPLEX TCP: those including detours or otherwise requiring a site-specific plan. Site-specific plans are required when working within 150 yards of a signalized intersection; school, hospital, or fire department.			
Plan Check Fee - Up to 4 non-contiguous locations (4 set up/take downs)	\$126.64	\$168.16	Flat
Plan Check Fee - Each additional group of 4 non-contiguous locations (4 set up/take downs)	\$ 42.56	\$ 42.56	Each

5.11b OTHER GENERAL FEES

Traffic Signal Timing/Flash Modification		Fee	Fee Type		
Where construction activities require temporary modification of traffic signal timing (or signals set to flash), the Transportation and Public Works Department charges a fee for each occurrence. <ul style="list-style-type: none">This fee is applied as per each signal location and per each day timing is required.An example of when this may be necessary is when work occurs within 250ft of a signalized intersection.After hours' is defined as occurring outside of the normal construction hours of Monday through Friday, 7:00 a.m. to 5:30 p.m.					
Traffic Signal Modification - per location per day				\$ 296.87	Each
Traffic Signal Modification - per location per day - after hours				\$ 445.30	Each
Parking Division Fees					
A parking Administration fee is applied to permits where work activities require occupying paid/metered parking spaces.					
Parking Administration Fee - for reservation of meters associated with construction activity		\$ 286.49	Flat		
Permit Extension/Modification/Reinstatement					
Time Extension Time Extension Request Fee <i>(May be applied to Application, Plan Check, Issuance, 90 day Start of Work, Expiration, etc.)</i>		\$ 114.18	Each		
Plan Check Fee – Revision to an Issued Permit		\$ 226.28	Each		
Permit Reinstatement Fee <i>(Allowable within 30 days of permit expiration)</i>		\$ 141.17	Each		
Reinspection & After-Hours Inspection Fees					
A non-residential project installing a new driveway is included in this category.					
Reinspection Fee		\$168.16	Hourly		
Inspection Fee – After Hours. <i>Inspections services requested and approved during off hours. Hourly rate based on position classification.</i>		Staff Overtime Rate	Hourly		
Penalty Fees					
Penalty Fee – Work Without a Permit - <i>associated with remediation of work performed without permit</i>		Up to 2x total permit fee	Flat		
Penalty Fee – Start of Work Notification - <i>associated with failure to provide City notification of start work consistent with permit conditions</i>		\$ 226.28	Flat		

5.12 MAJOR ENCROACHMENT PERMITS

Major Encroachments are projects proposing work related to engineered Public Improvement Plans (PIP). Additionally, changes to the street line and grade, or commercial projects installing, widening, or relocating a driveway are considered Major Encroachments.

See Technology Surcharge & General Permit Encroachment Fees for additional fees that may apply

Public Improvement Plan - Signed by the City Engineer	Fee	Fee Type
Plan check and inspection fees for City Engineer signed improvement plans are collected during the City Engineer review process for those plans.		
Application Processing Fee	\$ 57.09	Flat
Coordination Fee	\$168.16	Flat
Public Improvement Plan - <u>Not</u> Signed by the City Engineer		
A non-residential project installing a new driveway is included in this category		
Application Processing Fee	\$ 57.09	Flat
Plan Check Fee	*Use same percentages as Public Imp Plan	
Inspection Fee	*Use same percentages as Public Imp Plan	

**See Public Improvement Plan Fees in Sections 5.02*

5.13 MINOR ENCROACHMENT PERMITS

Minor encroachments are categorized by the following criteria: work impacting the frontage of a Single Lot, activities that make no modification to infrastructure (such as staging or traffic control only), placement of a Container, and Parklets.

Single Lot Encroachment fees are delineated into two types by the parcels type of use, either a Residential use or a Multi-Family/Commercial use.

See Technology Surcharge & General Permit Encroachment Fees for additional fees that may apply

Single Lot Encroachment	Single Lot Residential	Single Lot Multi-Family Commercial	Fee Type
Encroachments impacting a single lot and having less than 100 linear feet of frontage improvements.			
Application Processing Fee	\$ 57.09	\$ 57.09	Flat
Plan Check Fee - Driveway - repair or replace in kind	\$ 126.64	\$ 168.16	Each
Plan Check Fee - Driveway - new or widened	\$ 251.20	<i>See Major Encroachments</i>	Each
Plan Check Fee - Sidewalk, curb and gutter repair and replace	\$ 126.64*	\$ 168.16	Each
Inspection Fee	\$ 674.70*	\$ 674.70	Flat

**Possibly eligible for a residential sidewalk replacement fee reduction of 50%, see Section 1.05*

Activities Proposing No Modifications to Infrastructure	Fee	Fee Type
No modification to public or private infrastructure will be performed under this permit (e.g. staging only, traffic control only)		
Application Processing Fee	\$ 57.09	Flat
Plan Check Fee	\$ 84.08	Flat
Inspection Fee	\$516.92	Flat

Debris Containers and Storage Containers	Fee	Fee Type
Container permits may only be applied for by the owner of the container.		
Application Processing Fee	\$ 57.09	Flat
Inspection Fee	\$337.35	Flat

Public or Private Parklets	Fee	Fee Type
Application Processing Fee	\$ 114.18	Flat
Plan Check Fee	\$ 947.69	Flat
Inspection Fee	\$ 696.50	Flat
Public Noticing Fee	\$ 269.88	Flat
Renewal Fee	\$ 283.37	Each

5.14 PRIVATE UTILITY COMPANY ENCROACHMENT PERMITS

Private Utility Company fees are specific to non-city utilities such as gas, electric, or telecommunication. These fees are differentiated by scale of the impacted right of way as well as between work that modifies City infrastructure versus work that does not modify City infrastructure per the tables below. City infrastructure is indicated by the City's ownership of structures (such as sidewalk, street pavement, traffic lighting, etc.) that may be repaired or replaced as part of the work.

See Technology Surcharge & General Permit Encroachment Fees for additional fees that may apply

Work Spanning Up to 3 Parcels (maximum)	No Modifications to Infrastructure	Modifications to Infrastructure	Fee Type
Application Processing Fee	\$ 57.09	\$ 57.09	Flat
Plan Check Fee	\$ 84.08	\$ 126.64	Flat
Inspection fee	\$ 505.51	\$ 674.70	Flat
City Materials Lab testing	n/a	\$ 279.22	Flat
Linear Construction - Work Spanning More than 3 parcels			
Application Processing Fee	\$ 114.18	\$ 114.18	Flat
Plan Check Fee	\$ 168.16	\$ 421.43	Flat
Inspection Fee - 1st 1,000 linear feet	\$1,348.36	\$1,348.36	Flat
Inspection fee - per additional 300 linear feet	\$ 168.16	\$ 168.16	Each
City Materials Lab testing	n/a	\$2,667.66	Flat

Small Wireless Facilities	Fee	Fee Type
Application Processing Fee	\$ 199.30	Flat
Plan Check Fee	\$2,060.43	Flat
Inspection Fee	\$1,012.05	Flat
Public Noticing Fee	\$ 269.88	Flat

SECTION 6: BUILDING FEES

6.01 OVERVIEW OF BUILDING PLAN CHECK AND PERMIT FEES

Building plan check and permit fees are established by City ordinance to recover the estimated operating costs of the Building Division. These fees are reviewed on an annual basis. On March 5, 2024, the Santa Rosa City Council approved a fee resolution to modify building permit and plan check fees to be cost based. The valuation calculation will still be used in determining some of the auxiliary fees. Valuation is the total value of the construction work covered by the permit including materials, labor, profit and overhead.

Fees are paid at the Planning and Economic Development Department, City Hall Room 3, 100 Santa Rosa Avenue.

6.02 PLAN REVIEW FEES:

- **Plan Review Fee Schedule**
 - When a plan or other data is required to be reviewed, a plan review fee shall be paid at the time of submitting plans and specifications for review. Said plan review fee shall be based upon the type of occupancy and size of the proposed project (see table in section 6.08). The plan review fees specified in this subsection are separate fees from the permit fees and are in addition to the permit fees. Plan Review fees are applicable to the initial plan review and two additional reviews. After third review the Building Official may assess a new plan check fee or charge hourly rates established by this fee schedule to complete the plan review process.
- **First Master Plan Review Fee**
 - This fee will be paid by the applicant or his/her representative at the time of master plan submittal. The applicant or his/her representative will pay a Plan Review Fee based on the type of occupancy and size of the proposed project. *(See section 6.08: Table Of Fees - New Construction Plan Check & Inspections).*
- **Subsequent Master Plot Plan Review Fee**
 - See Item 42 – Residential Plot Plans under Building New Construction in section 6.08.
- **Additional Plan Review, Master Plan Change or Review for New Code**
 - When plans submitted for review are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at an hourly rate of the staff time that was necessary to complete.
- **Plan Reviews with no fee indicated**
 - All plan reviews for items not specifically indicated on this schedule will be charged on an hourly basis at staff hourly rates established in this fee schedule with a one hour minimum. The fee will be paid by the project applicant or his/her representative prior to the issuance of the permit.

6.03 PERMIT FEES

The construction plan check and/or inspection (permit) fees for the City of Santa Rosa are calculated based upon the square footage of the construction and the designated occupancy. The table starting at Page 34 identifies the fees for based on size (square feet) for each occupancy classification. Both plan check and inspection fees for new construction include mechanical, plumbing, and electrical items associated with the construction. The plan check fee includes the initial plan check and two submittals. The inspection (permit) fee includes initial inspections as well as one re-inspection.

- **Investigation Fee**
 - Investigation fees for work done without a permit shall be charged per the California Building Code; Equal to the amount of the permit fee required by this code.
- **Reinspection**
 - Reinspection fee shall be charged as indicated below: First ½ hour \$95.28, each additional ½ hour (or portion thereof) \$95.28. This fee will be paid by the project applicant or his/her representative prior to the next inspection.
- **Inspections with no fee indicated.** All inspections for items not specifically indicated on this schedule will be charged on an hourly basis at Building Inspector hourly rate established in this fee schedule with a one hour minimum. The minimum fee will be paid by the project applicant or his/her representative prior to the inspection with the balance due immediately thereafter.

6.03a MISCELLANEOUS SERVICE FEES:

- **Temporary Certificate of Occupancy**
 - This service authorizes the temporary occupancy of a building pending final approvals. The authorization to take temporary occupancy will be granted at the discretion of the Chief Building Official or his/her designated representative. The fee for this service is \$190.57. This fee may be assessed in addition to any other applicable fees. The project applicant or his/her representative will pay this fee.
- **Residential Seismic Hazard Inspection**
 - The fee for this service is \$190.57. The property owner or his/her representative must pay this fee at the time the inspection request is made.
- **Commercial Seismic Hazard Inspection**
 - The fee for this service is \$190.57. The property owner or his/her representative must pay this fee at the time the inspection request is made.
- **Single-Family Dwelling Code Disclosure Inspection**
 - The fee for this service is \$381.12. The party requesting the inspection must pay this fee at the time the inspection request is made.
- **Multi-Family Dwelling Code Disclosure Inspection**
 - The fee for this service is \$381.12. The party requesting the inspection must pay this fee at the time the inspection request is made.
- **Commercial Code Disclosure Inspection**
 - The fee for this service is \$571.69. The party requesting the inspection must pay this fee at the time the inspection request is made.

- **Review and Abatement of Existing Hazardous Structures**

- A fee of \$381.12 will be assessed for initial review to verify noncompliance with City ordinance. This fee will be charged at submittal of the report. A fee will not be charged for structures that comply with the City ordinance or if a report by structural engineer of recommendations is submitted without initial report.
- A fee of \$381.12 will be assessed to review the structural engineer recommendations for abatement. This fee will be charged at submittal of report.
- A fee of twice the permit fee will be assessed for projects that fail to voluntarily follow-up to abate deficiencies in building structural elements within the required 365 days from notification to abate as required by City ordinance. This fee will be charged at time of submittal of application.

6.04 STATE FEES

6.04a STRONG MOTION INSTRUMENT FEES

- | Type of Strong Motion Instrument | Fee per \$100,000 valuation* |
|------------------------------------|------------------------------|
| Residential buildings 1-3 story | \$13 |
| Residential buildings over 3-story | \$28 |
| Commercial | \$38 |

**Minimum fee of \$0.50 for projects under \$100,000 evaluation*

6.04b SB 1473 CBSC FEE

Fee transmitted to State for the agencies involved in Code development with emphasis on the development, adoption, publication, updating, and educational efforts associated with green building standards.

Permit Valuation	Fee
\$1 - 25,000	\$1
\$25,000 – 50,000	\$2
\$50,001 – 75,000	\$3
\$75,001 – 100,000	\$4
Every \$25,000 or fraction thereof above \$100,000	Add \$1

6.05 SURCHARGES

See section 1.04 for information on surcharge approved by City Council, the relevant surcharge amounts are:

- **Technology Surcharge: 5.69%** of the cost of the building, planning, and engineering fees
- **Advance Planning Surcharge: 12.26%** of the cost of the non-trade building, plan review, and planning fees

6.06 RECORDS IMAGING FEES

Records imaging fees are charged on a per page basis.

Records Imaging	Fee
Plans & Permits B&W 24x36	\$ 5.19
Plans & Permits B&W 30x42	\$ 6.75
Plans & Permits B&W 11x17	\$ 1.04
Plans & Permits Color 24x36	\$ 8.82
Plans & Permits Color 30x42	\$12.98
Plans & Permits Color 11x17	\$ 2.08

6.07 FEE REDUCTIONS

Projects that are eligible for fee reductions may require additional review of the application before the reduction is approved. See Section 1.05 for information on fee reductions.

6.08 TABLE OF FEES - NEW CONSTRUCTION PLAN CHECK & INSPECTIONS

Building New Construction (<i>Fee #'s 1-22</i>)			Plan Check	Inspection
Fee #	ICC Use Type	Occupancy	Price Per Square Foot	Price Per Square Foot
1	A	Assembly Group: Complete	\$1.33	\$0.65
2	A	Assembly Group: Shell	\$0.81	\$0.52
3	A	Assembly Group: TI – Minor (<i>up to 999 sq ft</i>)	\$0.69	\$0.43
4	A	Assembly Group: TI – Standard (<i>1,000 to 4,000 sq ft</i>)	\$1.18	\$0.58
5	A	Assembly Group: TI – Major (<i>4,001 sq ft and up</i>)	\$1.77	\$0.66
6	B,M	Business/Mercantile Group: Complete *	\$1.40	\$0.83
7	B,M	Business/Mercantile Group: Shell *	\$0.81	\$0.52
8	B.M	Business/Mercantile Group: TI – Minor * (<i>up to 999 sq ft</i>)	\$0.77	\$0.63
9	B.M	Business/Mercantile Group: TI – Standard * (<i>1,000 to 4,000 sq ft</i>)	\$1.22	\$0.94
10	B,M	Business/Mercantile Group: TI – Major * (<i>4,001 sq ft and up</i>)	\$1.81	\$1.04
11	E	Educational Group: Complete	\$1.33	\$0.65
12	E	Educational Group: Shell	\$0.81	\$0.52
13	E	Educational Group: TI – Minor (<i>up to 999 sq ft</i>)	\$0.69	\$0.43
14	E	Educational Group: TI – Standard (<i>1,000 to 4,000 sq ft</i>)	\$1.18	\$0.58
15	E	Educational Group: TI – Major (<i>4,001 sq ft and up</i>)	\$1.77	\$0.66
16	F, S	Factory and Industrial/Storage Group: Complete	\$0.84	\$0.52
17	F, S	Factory and Industrial/Storage Group: Shell	\$0.81	\$0.52
18	F, S	Factory and Industrial/Storage: TI – Minor (<i>up to 999 sq ft</i>)	\$0.65	\$0.31
19	F, S	Factory and Industrial/Storage: TI – Standard (<i>1,000 to 4,000 sq ft</i>)	\$1.07	\$0.38
20	F, S	Factory and Industrial/Storage: TI – Major (<i>4,001 sq ft and up</i>)	\$1.71	\$0.55
21	H	High Hazard Group: Complete	\$1.33	\$.65
22	H	High Hazard Group: Shell	\$0.81	\$0.52

*Grocery Stores may be eligible for a fee reduction, see section 1.04

Building New Construction (<i>Fee #'s 23-44</i>)			Plan Check	Inspection
Fee #	ICC Use Type	Occupancy	Price Per Square Foot	Price Per Square Foot
23	H	High Hazard Group: TI – Minor (<i>up to 999 sq ft</i>)	\$0.69	\$0.43
24	H	High Hazard Group: TI – Standard (<i>1,000 to 4,000 sq ft</i>)	\$1.18	\$0.58
25	H	High Hazard Group: TI – Major (<i>4,001 sq ft and up</i>)	\$1.77	\$0.66
26	I	Institutional Group: Complete ¹	\$1.33	\$0.65
27	I	Institutional Group: Shell	\$0.81	\$0.52
28	I	Institutional Group: TI – Minor (<i>up to 999 sq ft</i>)	\$0.69	\$0.43
29	I	Institutional Group: TI – Standard (<i>1,000 to 4,000 sq ft</i>)	\$1.18	\$0.58
30	I	Institutional Group: TI – Major (<i>4,001 sq ft and up</i>)	\$1.77	\$0.66
31	R-1	Hotel Low/Mid Rise - Complete	\$0.57	\$0.25
32	R-1	Hotel Low/Mid Rise - TI	\$0.57	\$0.25
33	R-2	Multi-Family Residential – Complete ²	\$0.57	\$0.25
34	R-2	Multi-Family Residential TI / Remodel	\$0.57	\$0.25
35	R-2	Multi-Family Residential - Addition	\$0.57	\$0.25
36	R-3	Single- Family (custom or model)	\$1.71	\$0.89
37	R-3	Single-Family Residential - Addition	\$2.02	\$0.89
38	R-3	Single-Family Residential – Remodel with MPE's	\$2.02	\$0.89
39	R-3	Single-Family Residential – Remodel without MPE's	\$2.02	\$0.89
40	R-3	Prefabricated Dwelling - Complete	\$1.71	\$0.89
41	R-3	Manufactured Home - Complete	\$1.71	\$0.89
42	R-3	Residential Plot Plans	\$0.80	\$0.47
43	R-4	Congregate Care - Complete	\$1.71	\$0.89
44	U	Accessory Building – Residential (without MPE's)	\$2.62	\$1.32

¹ Daycare Facilities may be eligible for a fee reduction, see section 1.04

² Some Housing Project may be eligible for a fee reduction, see Section 1.04

Building New Construction <i>Fee #'s 45-50</i>			Plan Check	Inspection
Fee #	ICC Use Type	Occupancy	Price Per Square Foot	Price Per Square Foot
45	U	Accessory Building – Residential (with MPE's)	\$2.62	\$1.32
46	U	Accessory Building – Commercial (without MPE's)	\$4.08	\$2.10
47	U	Accessory Building – Commercial (with MPE's)	\$4.08	\$2.10
48	U	Residential Carport	\$2.62	\$1.32
49	U	Commercial Carport	\$4.08	\$2.10
50	U	Residential Garage	\$2.62	\$1.32

Building New Construction <i>Fee #'s 51-52</i>				Plan Check		Inspection	
Fee #	ICC Use Type	Occupancy	Size Basis (square feet)	Base Cost	Each Add'l SF	Base Cost	Each Add'l SF
51	-	Commercial Coach - Complete	200	\$2,082	\$2.21	\$492.49	\$0.93
			800	\$2,879	\$0.71	\$826.66	\$0.51
			2,000	\$3,389	\$0.66	\$1,191.52	\$0.21
			4,000	\$4,179	\$0.18	\$1,442.69	\$0.09
			10,000	\$4,835	\$0.81	\$1,770.30	\$0.29
52	-	Modular Building - Complete	200	\$2,510	\$1.68	\$492.49	\$0.71
			800	\$3,520	\$0.54	\$918.51	\$0.23
			2,000	\$4,172	\$0.50	\$1,191.52	\$0.13
			4,000	\$5,175	\$0.14	\$1,442.69	\$0.05
			10,000	\$6,014	\$0.60	\$1,770.30	\$0.18

For further information about occupancy types and the buildings that go into those categories please visit the California Building Code at the follow address:

[2022 CALIFORNIA BUILDING CODE, TITLE 24, PART 2 \(VOLUMES 1 & 2\) | ICC DIGITAL CODES \(iccsafe.org\)](https://www.iccsafe.org/2022-california-building-code-title-24-part-2-volumes-1-2/)

6.08a TABLE OF FEES - MISCELLANEOUS PLAN CHECK & INSPECTIONS

Building Fees - Miscellaneous	Plan Check	Inspection
Fee Title	Unit Fee at Adoption	Unit Fee at Adoption
Alternate Methods and Materials:		
Alternate Methods:	\$ 46.94	-
Category 1 (repeats and minimal complexity)	\$ 22.55	-
Category 2 (complex issues)	\$ 22.55	-
Request to Use Alternate Materials	\$ 190.57	-
Awning/Canopy (supported by building):		
Awning/Canopy (supported by building)	\$ 47.64	\$ 142.92
Appeals:		
Administrative Appeal (B.O. Hearing Committee) Total Cost	\$ 842.84	-
Board of Appeals – Filing / Processing	\$ 842.84	-
Balcony/Deck Addition:		
Balcony/Deck Addition	\$ 47.64	\$ 190.57
Cellular:		
Cellular/Wireless Site, free-standing	\$ 190.57	\$ 285.84
Cellular Tower/Equipment Shelter	\$ 190.57	\$ 285.84
Cell Site Alteration/Remodel	\$ 190.57	\$ 285.84
Covered Porch:		
Covered Porch	\$ 47.64	\$ 190.57
Demolition:		
Demolition - Major	\$ 47.64	\$ 285.84
Demolition – Minor	\$ 47.64	\$ 190.57
CEQA Review of Building Permit (Historical/ Demo Permit)	\$ 628.41	-
Demolition – Abatement to resolve Code Enforcement case	-	\$ 650.72
Extensions:		
Application Extension	\$ 153.94	-
Permit Extension	\$ 28.59	-
Fences:		
Fence/Gate/Free Standing Wall	\$ 47.64	\$ 142.92
Fireplace:		
Fireplace (masonry or pre-fab)	\$ 60.87	\$ 114.13
Grading:		
Grading	\$ 381.12	\$ 1,048.09
Grading Permit with NPDES	\$ 571.69	\$ 2,000.90
Hourly Rates:		
Services Beyond Standard Fee (<i>per the Director</i>)	Staff time @ hourly rates	Staff time @ hourly rates
Disabled Access Compliance Inspection	-	\$ 1,013.84
Re-Inspection Fee (first 1/2 hour)	\$ 95.28	\$ 95.28
Each Additional 1/2 hour (or portion thereof)	-	\$ 95.28
Manufactured Home Removal:		
Manufactured Home Removal	\$ 47.64	\$ 190.57
Moved Building - Residential:		
Moved Building – Residential	\$ 190.57	\$ 666.97
Partition - Interior:		
Partition – Interior	\$ 47.64	\$ 190.57

Building Fees - Miscellaneous	Plan Check	Inspection
Fee Title	Unit Fee at Adoption	Unit Fee at Adoption
Patio Cover or Awning (includes ICC Products):		
Patio Cover (each) (Size Limit 0 sf to 500 sf)	\$ 47.64	\$ 190.57
Permit Renewal:		
Renew Expired Permit	\$ 180.96	-
Photovoltaic:		
Photovoltaic System - Residential Roof Mount	\$ 95.28	\$ 285.84
Photovoltaic System - Commercial Roof Mount	\$ 381.12	\$ 476.40
Photovoltaic System - Ground Mount Pedestal	\$ 571.69	\$ 762.24
Photovoltaic System - Ground Mount Structure	\$ 952.81	\$ 952.81
Poles (Lighting and Flag):		
Flag Pole	\$ 47.64	\$ 142.92
Lighting pole (each)	\$ 67.23	\$ 102.73
Re-roofing - Commercial/Accessory/Multi-Family:		
Re-roof - Commercial/Multifamily: up to 25,000 sq. ft.	\$ 95.28	\$ 571.69
Re-roof - Commercial/Multifamily: 25,001 and over sq. ft.	\$ 95.28	\$ 952.81
Re-roof - Residential (SFD/Duplex): up to 10,000 sq. ft.	\$ 95.28	\$ 190.57
Re-roof - Residential (SFD/Duplex): 10,001 and over sq. ft.	\$ 95.28	\$ 571.69
Remodel:		
Close Existing Openings	-	\$ 79.90
Re-siding		
Re-siding/ Stucco - One Story	\$ 28.59	\$ 190.57
Re-siding/ Stucco – Multistory	\$ 28.59	\$ 190.57
Close Existing Openings	-	\$ 79.90
Retaining Wall (concrete or masonry):		
Retaining Wall, Engineered	\$ 95.28	\$ 285.84
Removal of Stop Work Order:		
Remove stop work order/recorded document, posted notice	\$ 234.00	
Service Fees (see section 6.03 & 6.03a)		
Investigation Fee	-	Equal to the total permit
Reinspection Fee – first 1/2 hour	-	\$ 95.28
Reinspection Fee – additional 1/2 hour (or portion thereof)	-	\$ 95.28
Inspections With No Fee Indicated	-	Staff time @ hourly rates
Temporary Certificate of Occupancy	\$ 190.57	-
Residential Seismic Hazard Inspection	-	\$ 190.57
Commercial Seismic Hazard Inspection	-	\$ 190.57
Single-Family Dwelling Code Disclosure Inspection	-	\$ 381.12
Multi-Family Dwelling Code Disclosure Inspection	-	\$ 381.12
Commercial Code Disclosure Inspection	-	\$ 571.69
Review and Abatement of Existing Hazardous Structures	\$ 381.12	-
Signs:		
Signs: Monument/Freestanding Non-Electric	\$ 47.64	\$ 142.92
Signs: Pole Non-Electric	\$ 47.64	\$ 142.92
Signs: Wall, Non-Electric	\$ 47.64	\$ 142.92
Signs: Electric	\$ 47.64	\$ 190.57

Building Fees - Miscellaneous	Plan Check	Inspection
Fee Title	Unit Fee at Adoption	Unit Fee at Adoption
Site Improvement (<i>sidewalks/parking/landscape</i>):		
0-5,000 sq ft surface area	\$ 1,241.76	\$ 152.18
Each additional 5,000 sf or portion thereof	\$ 634.20	\$ 101.48
Skylights:		
Skylight (each)	\$ 47.64	\$ 190.57
Spa or Hot Tub (prefabricated):		
Spa or Hot Tub (<i>prefabricated</i>)	\$ 95.28	\$ 476.40
Storage Racks:		
Storage Racks/ Catwalks	\$ 95.28	\$ 190.57
Swimming Pool / Spa (residential):		
Swimming Pool/Spa: Residential (SFD/Duplex) Pool and Spa	\$ 95.28	\$ 1,333.93
Swimming Pool/Spa: Commercial/ Multifamily	\$ 95.28	\$ 1,333.93
Pool/Spa Replastering/ Renovations (<i>Commercial or Res</i>)	\$ 95.28	\$ 1,333.93
Fiberglass Pools/Spas	\$ 95.28	\$ 190.57
Trailers:		
Temporary Trailer, Residential New Fee	\$ 95.28	\$ 190.57
Water Tank		
Water Tank (<i>Up to 75,000 gallons</i>)	\$ 95.28	\$ 190.57
Windows		
Window or Sliding Glass Door	\$ 47.64	\$ 190.57
Hourly Staff Rates:		
<i>See Table Of Current Staff Hourly Rates (Section 9)</i>		

6.08b TABLE OF FEES – MPE'S (MECHANICAL, PLUMBING, ELECTRICAL)

Mechanical, Plumbing, Electrical Fees reflect a reduction of 25% as adopted by City Council. See Section 1.05 for information on fee reductions.

Building Fees - MPE's (Fee #'s 1-27)		
Fee#	Fee Title	Fee *
1	ADMINISTRATIVE (BASE) FEES	
2	Building Intake Fee (<i>MPE permits only</i>)	\$ 58.12
3	MECHANICAL PERMIT FEES	
4	Air Conditioning residential (each)	\$ 164.36
5	Air Conditioning commercial (each)	\$ 178.65
6	Air Handler	\$ 164.36
7	Boiler	\$ 164.36
8	Chiller	\$ 164.36
9	Exhaust Hood	\$ 164.36
10	Furnace – New/Replacement	\$ 164.36
11	Heater/ Heat Pump	\$ 164.36
12	Vent Fan/ Chimney Vent	\$ 164.36
13	Walk-in box/ Refrigerator coil/ Refrigeration Compressor	\$ 164.36
14	Stand Alone Mechanical Plan Check	Staff Hourly Rate
15	Other Mechanical Inspections	Staff Hourly Rate
16	PLUMBING / GAS PERMIT FEES	
17	Plumbing fixtures, including piping (<i>each 5 fixtures</i>)	\$ 164.36
18	Gas systems/ Gas piping/ Fixture	\$ 164.36
19	Sewer, building	\$ 164.36
20	Water Reclamation (<i>Grey Water</i>)	\$ 164.36
21	Solar Water System	\$ 164.36
22	Water Heater	\$ 164.36
23	Plumbing Repair	\$ 164.36
24	Water Pump	\$ 164.36
25	Commercial Plumbing Permits	\$ 178.65
26	Other Stand-Alone Plumbing Plan Check	Staff Hourly Rate
27	Other Plumbing and Gas Inspections	Staff Hourly Rate

* Mechanical, Plumbing, Electrical Fees reflect a reduction of 25% as adopted by City Council. See Section 1.05 for information on fee reductions.

Building Fees - MPE's (Fee #'s 28-39)

Fee#	Fee Title	Fee *
28	ELECTRICAL PERMIT FEES	
29	Generator installation (<i>Residential</i>)	\$ 178.65
30	Electrical Service, New/Meter Replacement	\$ 178.65
31	Electrical Circuits, New	\$ 178.65
32	Energy Storage System	\$ 178.65
33	Temporary Power Service, Each	\$ 178.65
34	Commercial Generator	\$ 285.84
35	Water Heater - Electric	\$ 178.65
36	Electric Vehicle Charging Stations (<i>Residential</i>)	\$ 178.65
37	Electric Vehicle Charging Stations (<i>Commercial/Multifamily - Non Accessible</i>)	\$ 178.65
38	Electric Vehicle Charging Stations (<i>Commercial/Multifamily – Accessible</i>)	\$ 250.11
39	<i>Other Stand-Alone Electrical Plan Check (hourly rate)</i>	Staff Hourly Rate

* Mechanical, Plumbing, Electrical Fees reflect a reduction of 25% as adopted by City Council. See Section 1.05 for information on fee reductions.

SECTION 7: OTHER FEES

7.01 FIRE PERMIT FEES

Fees for permits issued by the City of Santa Rosa Fire Department are collected at the time of application. Many fees related to development are outlined below. Not all fees are listed. Information about these fees can be obtained by calling the Fire PO Department at (707) 543-3500 or going online at www.santarosafd.com

Fire Construction Review			Plan Check	Inspection
Fee #	ICC Use Type	Occupancy	Price Per Square Foot	Price Per Square Foot
1	A	Assembly Group: Complete	\$0.54	\$0.06
2	A	Assembly Group: TI – Minor	\$0.36	\$0.07
3	A	Assembly Group: TI – Standard	\$0.27	\$0.05
4	A	Assembly Group: TI – Major	\$0.36	\$0.07
5	B,M	Business/Mercantile Group: Complete	\$0.44	\$0.04
6	B,M	Business/Mercantile Group: TI – Minor	\$0.48	\$0.13
7	B,M	Business/Mercantile Group: TI – Standard	\$0.36	\$0.10
8	B,M	Business/Mercantile Group: TI – Major	\$0.48	\$0.13
9	E	Educational Group: Complete	\$0.54	\$0.06
10	E	Educational Group: TI – Minor	\$0.36	\$0.07
11	E	Educational Group: TI – Standard	\$0.27	\$0.05
12	E	Educational Group: TI – Major	\$0.36	\$0.07
13	F, S	Factory and Industrial/Storage Group: Complete	\$0.19	\$0.03
14	F, S	Factory and Industrial/Storage: TI – Minor	\$0.44	\$0.07
15	F, S	Factory and Industrial/Storage: TI – Standard	\$0.32	\$0.05
16	F, S	Factory and Industrial/Storage: TI – Major	\$0.44	\$0.07

Fire Construction Review			Plan Check	Inspection
Fee #	ICC Use Type	Occupancy	Price Per Square Foot	Price Per Square Foot
17	H	High Hazard Group: Complete	\$1.33	\$0.06
18	H	High Hazard Group: TI – Minor	\$0.36	\$0.07
19	H	High Hazard Group: TI – Standard	\$0.27	\$0.05
20	H	High Hazard Group: TI – Major	\$0.36	\$0.07
21	I	Institutional Group: Complete	\$0.54	\$0.06
22	I	Institutional Group: TI – Minor	\$0.36	\$0.07
23	I	Institutional Group: TI – Standard	\$0.27	\$0.05
24	I	Institutional Group: TI – Major	\$0.36	\$0.07
25	R-1	Hotel Low/Mid Rise - Complete	\$0.04	\$0.02
26	R-1	Hotel Low/Mid Rise – TI	\$0.04	\$0.02
27	R-2	Multi-Family Residential – Complete	\$0.04	\$0.02
28	R-2	Multi-Family Residential TI / Remodel	\$0.04	\$0.02
29	R-2	Multi-Family Residential - Addition	\$0.04	\$0.02
30	R-3	Single- Family (custom or model)	\$0.32	\$0.16
31	R-3	Single-Family Residential - Addition	\$0.08	-
32	R-3	Single-Family Residential – Remodel with MPE's	\$0.08	-
33	R-3	Single-Family Residential – Remodel without MPE's	\$0.08	-
35	R-3	Manufactured Home - Complete	\$0.32	\$0.16
37	U	Accessory Building – Residential (without MPE's)	\$0.42	\$0.12
38	U	Accessory Building – Residential (with MPE's)	\$0.42	\$0.12
39	U	Accessory Building – Commercial (without MPE's)	\$1.26	\$0.34
40	U	Accessory Building – Commercial (with MPE's)	\$1.26	\$0.34
41	U	Residential Carport	\$0.42	\$0.12
42	U	Commercial Carport	\$1.26	\$0.34
43	U	Residential Garage	\$0.42	\$0.12

7.02 FIRE SURCHARGES

The fee is paid with the issuance of all Fire plan check and inspection fees. 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.

- **2.50%** of the cost of the Fire plan check and inspection fees

7.03 MICROGRAPHICS SURCHARGE

This fee is paid with the issuance of all Fire plan check and inspection fees. The fee is for the purpose of recovering a portion of the Fire agency cost of service associated with the imaging and reproductions of plans, permits, and construction related documents.

- **2.50%** of the cost of the Fire plan check and inspection fees

7.04 POLICE FEES

Fees for services provided by the City of Santa Rosa Police Department are collected at the time of application. Fees are charged for card table permits and masseuse business permits. All fees are paid at the Santa Rosa Police Department, located at the Public Safety Building, 965 Sonoma Avenue. For more information, contact the Police Department at 543-3550.

7.05 REAPPORTIONMENT OF ASSESSMENTS

When a parcel within a special assessment district is subdivided, the assessment is spread to the newly created parcels. The fee is paid prior to final map recordation at the Finance Department, located in the City Hall Annex, 90 Santa Rosa Avenue. The fees for reapportionment of assessments are:

- \$50 for the first two lots and
- \$20 for each lot thereafter

7.06 BUSINESS TAX CERTIFICATE

A Business Tax Certificate is proof of payment of Santa Rosa's business tax indicating tax period covered and applies to businesses that operate in the City limits. This includes all contractors who perform work in the City. Business Tax Certificates can be obtained:

- Online: <https://santarosa.hdlgov.com>,
- City facilities: available kiosks at 90 and 100 Santa Rosa Ave
- Phone: (707) 606-0046
- Mail: mail printed forms or renewal packet to:
 - Business Tax Division, 8839 N Cedar Ave #212, Fresno, CA 93720

Business Tax Certificates are charged based on calendar year gross receipts as follows:

<u>Gross Receipts</u>	<u>Tax</u>
\$0-\$25,000	\$25

For businesses generating more than \$25,000 in gross receipts in a calendar year, in addition to the \$25 shown above, additional tax is assessed as follows:

- **Retail** -- Any gross receipts over \$25,000 are multiplied by .00034 to arrive at the additional tax.
- **Service** -- Any gross receipts over \$25,000 are multiplied by .00084 to arrive at the additional tax.
- **Contractors** -- Any gross receipts over \$25,000 are multiplied by .00109 to arrive at the additional tax.
- **Professionals** -- Any gross receipts over \$25,000 are multiplied by .00168 to arrive at the additional tax.

In addition to the business tax mentioned above, there is a Compliance Review Fee that is also collected when paying Business Taxes, \$25 for New Applications and \$10 for Annual Renewals.

All businesses in the City limits need a zoning clearance. Visit Planning and Economic Development at City Hall, Room 3 (*Monday-Thursday, call (707) 543-3200 or go online to <https://srcity.org/2961/Contact> to make an appointment*)

SECTION 8: FEE SCENARIOS

The following pages illustrate the fees charged to four "typical" development scenarios. The fees shown may change depending on the location and complexity of your project.

8.01 SINGLE FAMILY DWELLING UNIT

The fees shown below are estimates for an average single-family unit in the City of Santa Rosa. This unit is located in a subdivision, is 1,800 square feet and has an attached garage that is 440 square feet on a 6,000 square foot lot. The parcel is designated Low Density Residential by the General Plan. Based on the California Building Code's definition of valuation, the dwelling unit is valued at \$195,612 and the garage at \$12,126 for a total valuation of \$207,738.

Fee Type	Fee Amount
Plan Check	\$3,830
Building Permit	\$1,994
Misc. Building Fees	\$21
Technology Fee	\$331
Advance Planning Fee	\$714
Wastewater Demand	\$6,718
Water Demand ***	\$4,185
Meter Fees (1" meter)	\$360
Processing Fees - Water \$510 + Sewer \$510	\$1,020
School Impact *	Check School Dist.
Housing Impact Fee **	\$18,000
Capital Facilities Fee	\$9,924
Park Fee *	\$14,536

Total by Area: \$61,633 + School Impact*

NOTES:

- Miscellaneous building fees include: Strong Motion Instrument Fee, and CBSC Fee.
- School fees vary by School District. The Wright District (southwest), the Bellevue District (southeast), and the Santa Rosa City School District (other areas) currently charge a statutory fee. If a school mitigation agreement has been executed, school fees will be higher.
- The valuation for the dwelling unit includes fire sprinkler system but does not include air conditioning.
- When landscape plans are required, Water Conservation (EDS review) fees are \$440 (based on \$0-\$19,999 valuation for landscaping) for review and \$65 for inspection.
- Park fees vary by location and type of dwelling unit within City, for SFD Northwest \$15,929; Northeast \$15,502; Southwest \$14,536, Southeast \$16,902.

- ****Housing Impact Fee assumes the unit is located outside of the downtown.**
- *****Projects may be subject to Offset Fees. For additional information about offset fees refer to FAQ page at <https://srcity.org/3737/Water-Demand-Offset-FAQs> .**

8.02 MAJOR SUBDIVISION WITH SIX PARCELS

The following application fees are those that would be charged to a major subdivision. This scenario assumes a six lot subdivision, required to undergo environmental review, but no rezoning. Special Tax District fees, if any, not included.

Fee Type	Fee Amount
Application Review Appointment Fee	\$802
Major Subdivision Application Fee	\$19,207
Public Hearing (<i>Planning Commission</i>)	\$1,219
Environmental Assessment (<i>Review of Consultant prepared CEQA document</i>)	\$24,443

Total: \$45,671

8.03 COMMERCIAL OFFICE SCENARIO

Listed below are the fees that would be applied to a "typical" 8,000 square foot general office building on a vacant lot, valued at \$680,960. This office building would require environmental review as well as design review.

Fee Type	Fee Amount
Use Permit/Design Review	\$22,910
Public Hearing	\$1,219
Environmental Assessment	\$24,443
Plan Check	\$11,200
Sewer Demand Fee	\$16,792
Water Demand Fee (<i>domestic & irrigation</i>) *	\$12,696
Sewer Application Processing Fee	\$510
Water Application Processing Fee	\$510
Meter Fee (2 - 1" meters)	\$720
Commercial Linkage Fee	\$24,000
Encroachment Permit (<i>application processing, plan check, and inspection fees</i>)	\$900
School Impact (<i>\$0.36 per square foot; actual fee varies by district</i>)	\$2,880
Capital Facilities Fee	\$63,339
Building Permit	\$6,640
Miscellaneous Building Fees	\$180
Technology Fee	\$3,830
Advance Planning Fee	\$8,142
Fire Plan Check	\$3,520
Fire Inspection	\$320
Fire Micrographics & Technology Fees	\$192

Total: **\$204,943**
(see notes for additional fees)

NOTES:

- Water demand fee is based on estimated use of 8,000 gallons per month for domestic use and an estimated peak irrigation use of 16,000 gallons per month.
- Miscellaneous building fees include: Strong Motion Instrument Fee, and CBSC Fee.
- Art In-lieu fee charged if applicant does not provide Public Art per Ordinance #3805 (1%=\$6,809.60).
- Use Permit/Design Review includes Concept Design Review application fee (3).
- When landscape plans are required, Water Conservation (EDS review) fees are \$825 (based on \$20,000-\$99,999 for landscape valuation) for review and \$130 for inspection.
- Environmental Assessment (non-exempt project) if staff prepared is \$39,155.
- Encroachment permit may be subject to additional plan checking and inspection fees.
- **Projects may be subject to Offset Fees. For additional information about offset fees refer to FAQ page at <https://srcity.org/3737/Water-Demand-Offset-FAQs> .**

8.04 ANNEXATION SCENARIO

The following outlines fees that would be charged to process an annexation of eleven acres which requires environmental review. These fees can vary depending on the location and complexity of the annexation.

Fee Type	Fee Amount
City Annexation/Rezoning Fee	\$31,722
Sentiment Survey <i>(if required)</i>	\$252
Public Hearings <i>(Planning Commission & City Council)</i>	\$2,438
Environmental Assessment**	\$39,155
Maps and Legal Descriptions <i>(estimate)</i> <i>(private engineer)</i>	\$7,500
LAFCO <i>(with 100% landowner consent)</i>	\$5,500
LAFCO Environmental Document Review <i>(Environmental Impact Report)</i>	\$2,400
State Board of Equalization Fee <i>(collected by LAFCO)</i>	\$800
Total:	\$ 89,767

NOTES

- LAFCO fees are higher for annexations without 100 percent landowner consent. Fees are lower if environmental document review involves an exemption or an initial study and negative declaration. State Board of Equalization fees are collected upon LAFCO approval. LAFCO may require additional reviews and fees or deposits.
- **FOR MORE INFORMATION, CONTACT SONOMA COUNTY LAFCO AT 565-2577 or <https://sonomalafo.org/>**
- LAFCO fees are fiscal year '22/23, Effective July 1, 2022
- ** If consultant prepared CEQA document: \$24,443

SECTION 9: TABLE OF CURRENT STAFF HOURLY RATES

Position	Staff Hourly Rate
General PED	
Director of Planning & Economic Development	\$165.28
Administrative Technician	\$72.11
Administrative Secretary	\$62.73
SR Administrative Assistant	\$56.31
Building	
Chief Building Official	\$140.50
Assistant Building Official	\$114.56
Plan Check Engineer	\$113.62
Senior Building Inspector	\$94.64
Senior Code Enforcement Officer	\$90.13
Building Inspector	\$82.36
Code Enforcement Officer	\$81.53
Community Development Tech	\$71.34
Planning	
Deputy Director Planning Division	\$130.69
Supervising Planner	\$121.10
Senior Planner	\$95.79
City Planner	\$77.27
Community Development Tech	\$71.34
Engineering	
Deputy Director Engineering Services Division	\$121.90
Supervising Engineer	\$122.31
Development Review Coordinator	\$112.92
Associate Civil Engineer	\$112.37
Assistant Engineer	\$98.56
Quality Control Associate	\$97.21
Civil Engineering Technician	\$86.49