

**Resolution No. 2023-44**  
**Master Schedule of Fees, Charges & Application Fees**  
**Adopted November 13, 2023; Effective January 12, 2024**

Item/Purpose	Fee
<b>Planning Department</b>	
Architectural Consultant Deposit	\$2,500
Appraisal Deposit	\$1,000
Design Review - Staff Level	\$500
Design Review - Exception	T&M* with an initial deposit of \$2,000.
Design Review - Planning Commission Approval (remodel 251 - 500 sf)	T&M* with an initial deposit of \$2,000.
Design Review - Planning Commission Approval (remodel 501 - 1,500 sf)	T&M* with an initial deposit of \$2,000.
Design Review - Planning Commission Approval (=> 1,501 sf)	T&M* with an initial deposit of \$4,000.
Design Review - Planning Commission Approval (new residence)	T&M* with an initial deposit of \$4,000.
Design Review - Continuance (redesign or revision)	T&M* with an initial deposit of \$2,000.
Design Review - Application for a Previously Approved Project	1/2 total fees
Design Review - Extension (1st Time)	\$200
Design Review - Extension (2nd and each subsequent time)	\$500
SB9 Review - Lot Split	T&M* with an initial deposit of \$2,000.
SB9 Review - Two-Unit Development	T&M* with an initial deposit of \$2,000.
Retroactive Approval	2X total fees + \$500 min. fine
Planning Commission Noticing Fee (applicant-requested continuance)	\$105
Variance Application	T&M* with an initial deposit of \$2,000.
Appeal of Planning Commission Action	\$1,000 applicant; \$750 non-applicant
Appeal of Staff Action	\$1,000 applicant; \$750 non-applicant
Conditional Use Permit	T&M* with an initial deposit of \$2,000.
Demolition Permit (Planning Only)	T&M* with an initial deposit of \$2,000.
Environmental Review Deposit - Initial Study/Negative Declaration. For the filing of a Notice of Determination for either a Negative Declaration or Mitigated Negative Declaration. - \$2,500 City fee - Pass-through fee as set by State Fish & Wildlife Dept - Pass-through fee as set by County of Marin	T&M* with an initial deposit of \$2,500 + pass through fees as set by State Fish & Wildlife Dept. and County of Marin
Environmental Review Deposit - Environmental Impact Report. For the filing of an Environmental Impact Report. - \$5,000 City fee - Pass-through fee as set by State Fish & Wildlife Dept - Pass-through fee as set by County of Marin.	T&M* with an initial deposit of \$5,000 + pass through fees as set by State Fish & Wildlife Dept. and County of Marin
Development Agreement	T&M* with an initial deposit of \$10,000.
Floor Area Exception	T&M* with an initial deposit of \$2,000.
Housing - Preliminary Housing Development Application (SB 330)	T&M* with an initial deposit of \$5,000.
Housing - Affordable Housing Streamlined Application (SB 35)	T&M* with an initial deposit of \$5,000.
Lot Line Adjustment	T&M* with an initial deposit of \$2,000.
Lot Merger	T&M* with an initial deposit of \$2,000.
Reasonable Accommodations Requests for Disabled	\$500
Revocable License	\$500
Second Unit and Junior Second Unit	N/C
Study Session (Planning Commission or City Council)	T&M* with an initial deposit of \$2,000.
Subdivision - Tentative Map	T&M* with an initial deposit of \$4,000.
Subdivision - Final Map	T&M* with an initial deposit of \$4,000.
Subdivision - Improvement Plan	T&M* with an initial deposit of \$4,000.
Subdivision - Minor - Tentative Map (Lot Split)	T&M* with an initial deposit of \$2,000.
Subdivision - Minor - Final Map (Lot Split)	T&M* with an initial deposit of \$2,000.
Historic Preservation Application	\$53
Mills Act Contract Application (\$105 non-refundable deposit + \$1,202 application)	T&M* with an initial deposit of \$2,000.
Work in Inundated Lands	\$300
Zoning Ordinance Amendment	T&M* with an initial deposit of \$4,000.
Planned Unit Development Rezone/Planned Unit Development Permit	Time & materials with an initial deposit of \$5,000.
Second Kitchen Agreement	\$500
Planning Permit Tracking/Technology Fee	\$26

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<b>Planning Department (continued)</b>	
Hourly Billing Rates for Deposit-Based Services: a) Director of Planning & Building b) Associate Planner/Senior Planner c) Building & Planning Technician d) City Attorney	a) \$138 b) \$78/\$111 c) \$82 d) \$375
<b>NOTES:</b>	
<i>*T&amp;M = Time and Material for staff time (hourly rate plus 10% overhead) to provide service. If costs exceed the deposit, the applicant will be billed for the overruns.</i>	
<i>When more than one Planning application is required (except environmental), the application fee/deposit that is greatest shall be required, plus an additional \$1,000 deposit. The Director of Planning may require a larger deposit when warranted by the size and scope of a project.</i>	
<b>Building Department</b>	
Building Permits based on project valuation and two (2) times the following fee schedule:	
\$1 to \$500 valuation	\$23.50
\$501 to \$2,000 valuation	\$23.50 for 1st \$500 plus \$3.05 for each add'l \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000 valuation	\$69.25 for 1st \$2,000 plus \$14 for each add'l \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000 valuation	\$391.75 for 1st \$25,000 plus \$10.10 for each add'l \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000 valuation	\$643.75 for 1st \$50,000 plus \$7 for each add'l \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000 valuation	\$993.75 for 1st \$100,000 plus \$5.60 for each add'l \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000 valuation	\$3,233.75 for 1st \$500,000 plus \$4.75 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up valuation	\$5,608.75 for 1st \$1,000,000 plus \$3.65 for each add'l \$1,000 or fraction thereof
Building Permit - Plan Check	65% of permit cost
Retroactive - Building Permit	Up to 5X total permit cost
Building Permit - Reinstatement (expired 1-180 days)	1/2 building permit fee
Building Permit - Final Approval Only (expired 1-180 days)	\$150
Hourly Rates for Inspections, Plan Reviews, Re-Inspections Not Listed	\$85
Administrative Charge for Outside Services, including plan review charges not covered under normal plan review fee	Cost + 25%
Building Permit Tracking/Technology Fee - Valuation $\geq$ \$5,000	\$25
Building Permit Tracking/Technology Fee - Valuation $<$ \$5,000	\$15

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<b>Building Department (continued)</b>	
<b>Plumbing Permits</b>	
Plumbing Permit	\$55
Water Heater	\$85
Each Fixture & Vent	\$25
Building Internal Rain Water Systems	\$85
Site Drainage System, including 2 retaining wall back drains	\$45
Site Drainage System, including more than 2 retaining wall back drains	\$85
Potable Water Piping System, System Repairs & Additions <500 SF	\$45
Potable Water Piping System, Additions =>500 SF	\$90
Potable Water Piping System, New Residential Structures	\$170
Gas Piping Systems, each internal branch or outlet	\$25
Backflow Protection Device or Landscape Irrigation System	\$85
Swimming Pools	\$170
Site Built Spas	\$85
Retroactive Plumbing Permit	Up to 5X total permit cost
Hourly Rates for Inspections, Plan Reviews, Re-Inspections Not Listed	\$85
Plumbing Permit Tracking/Technology Fee	\$15
<b>Mechanical Permits</b>	
Mechanical Permit	\$55
Furnace	\$85
Miscellaneous heating appliance, including internal gas fireplace	\$45
Exterior site built gas barbecue or fireplace	\$45
Residential boiler	\$85
Air conditioning unit	\$45
Residential kitchen hood	\$45
Each ventilation and/or exhaust fan	\$15
Duct Work	\$45
Retroactive mechanical permit	Up to 5X total permit cost
Hourly rates for inspections, plan reviews, reinspections not listed	\$85
Mechanical Permit Tracking/Technology Fee	\$15
<b>Elevator Permits (Interior or Hillside)</b>	
Elevator Permit Issuance	\$170
Elevator Permit Tracking/Technology Fee	\$15
<b>Electrical Permits</b>	
Electrical Permit Issuance	\$55
Fixtures, switches or receptacles, when counted individually for repairs or addition <500 SF	\$3.50 each
Fixtures, switches or receptacles or additions =>500 SF and new structures, when calculated by floor area	\$0.12 per SF
New services and/or main panel	\$85
Each sub-panel	\$45
Swimming Pool Electrical	\$130
Saunas, including heater	\$85
Appliances, non-cord connected	\$45
Signs	\$45
Motors, when counted individually	\$15
Miscellaneous apparatus, conduits & conductors, when counted individually	\$25
Temporary Power	\$85
Solar Photovoltaic Systems <5 kw	\$85
Solar Photovoltaic Systems =>5 kw	\$170
Permanent auxiliary generator	\$170
Retroactive Electrical Permit	Up to 5x total permit cost
Hourly rates for inspections, plan reviews, reinspections not listed	\$85
Electrical Permit Tracking/Technology Fee	\$15

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<b>Building Department (continued)</b>	
<b>Other Miscellaneous Building Fees</b>	
Road Impact Fee	.0075 of total valuation
Construction Timeline Extension Application	\$1,000
Deposit for extension of landscaping completion time limit by 90 days.	1% of total project valuation, not to exceed \$200,000
Partial fee waiver for building permits, electrical permits, plumbing permits and mechanical permits for buildings holding historic preservation status	50% to max of \$10,000
Construction Timeline Penalty Appeal	\$400
Appeal of decisions made by the Building Official regarding the City's construction and demolition debris diversion ordinance.	\$400
Residential Building Report	\$300
Charge RUSD for referrals of addition to residential square footage	\$30/referral
Dredging Permit	Application fee: \$1,000. Permit insurance fee: 2X Building Permit fee schedule, based
Appeal of Building Official determination to Local Appeals Board	\$400
Strong Motion Instrumentation & Seismic Hazard Mapping (SMIP) Fee	Project valuation x 0.00013
California Building Standards Administration (CABSA) Fee	
Up to \$25,000	\$1
\$25,001 - \$50,000	\$2
\$50,001 - \$75,000	\$3
\$75,001 - \$100,000	\$4
\$100,000 and up	Add \$1 for every \$25,000
Change of Contractor, Engineer, Property Owner, or other permit changes requiring additional administrative staff time	\$50
Re-issuance of Construction related parking permits	\$50
<b>Public Works Department</b>	
Encroachment permit - 1 day	\$260
Encroachment permit - 1 week	\$650
Encroachment permit - 1/2 day	\$53
Encroachment permit penalty	\$105
Road Closure - 4 hours maximum	\$490
Road Closure - 8 hours maximum	\$990
Road Closure - Signs (per sign)	\$25
Road Closure - Re-Noticing Fee	\$53
Road Closure - Sign Removal Deposit (per sign)	\$26
No Parking Signs (per sign)	\$2
Hazardous Tree Evaluation (plus costs)	\$105
Public Works Inspection (per hour)	\$49
Lane Abandonment (Lane Vacation)	\$1,313
Parcel Map	\$788
Boundary Line Adjustment (fee waived if requested by City)	\$525
Slurry Seal Fee	\$0.65/sq. ft.
Electric Vehicle Charging Station Fee	Peak \$0.47/kWh Part Peak \$0.425/kWh Off Peak \$0.40/kWh
Electric Vehicle Idling Fee	\$1.00 per 15 minutes; \$50 maximum fee

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Item/Purpose	Fee
<b>General Administrative</b>	
Business License Tax (annual)	\$160
Business License - Relocation Fee	\$15
Business License - Duplicate/Replacement	\$15
Business License - Penalty	\$160
Filming/Still Photography Permit - 1-3 Production Members Per 8 hours	\$105
Filming/Still Photography Permit - 4-6 Production Members Per 8 hours	\$210
Filming/Still Photography Permit - 7-9 Production Members Per 8 hours	\$315
Filming/Still Photography Permit - 10+ Production Members Per 8 hours	\$630
Application by property owner to change street address	\$567
Copy of meeting audio on CD	\$5
Photocopies (per page)	\$0.25
Certification of City document	\$3
Certificate of Compliance (Building/Planning - Record Search)	\$315
Creation of records search CD (includes postage)	\$5
Returned check fee	\$20
Emailing of electronic document (available for docs 1mb or smaller only)	\$0
Acknowledgement of signature(s) on City documents	\$0
Service charge for payments by credit card	up to 3.5% + .35 of amount charged
Boat Permit Fee	\$300
<b>Police Department</b>	
Copy of report (per page)	\$0.25
Parking Permit (2 years, all zones)	\$50