



Community Development Department
11 English Street
Petaluma, CA 94952
<http://cityofpetaluma.org>

Building Division
Phone: (707) 778-4301
To schedule inspections: (707) 778-4479
Email: building@cityofpetaluma.org

Online Permit Portal Link: <https://petalumaca-energovweb.tylerhost.net/apps/SelfService#/home>

IMPORTANT INFORMATION ON FEES

When submitting for a permit or other review by the Community Development Department, you will be required to pay various fees associated with your application(s). The following information is provided as a general guide, but the specific circumstances of your application may result in multiple fees being assessed. Please be sure that you have a complete understanding of the various fees that may apply to your application before you submit. Please contact the Community Development Department if you have any questions.

APPLICATION FEES: Depending on the type of permit or approval that you are applying for, you will be required to pay application fees. Depending on the type of application, the fees may be fixed (a predetermined amount) or they may be based on the actual time and materials spent by City staff processing your application(s).

ENGINEERING FEES: With certain types of development applications, you will be required to pay fees at the time you submit your "final map" and "improvement plans" to be reviewed and approved.

BUILDING PERMIT FEES: Depending on the type of work you are proposing to do or the type of structure you are planning to build, you will be required to pay a variety of building related fees. These fees will be assessed at the time your plans are checked and at the time your building permit is ready to be issued.

DEVELOPMENT IMPACT FEES: Development Impact Fees are assessed to all new development based on the premise that all new development creates an impact on City facilities (streets, utilities, parks, etc.). The funds collected as a result of these fees are used to upgrade and maintain designated City facilities for the benefit of the entire community. A matrix detailing all of the City's development impact fees is available online at <https://cityofpetaluma.org/development-impact-fees> (Development Impact Fees) or at the Community Development Department.

- ***Please note that the public school districts serving the City of Petaluma also charge their own impact fees for any increase in habitable space. A receipt showing those fees paid will be required before a building permit will be issued.***

PLEASE NOTE: DEVELOPMENT IMPACT FEE AMOUNTS CAN BE SUBSTANTIAL.
For NON-RESIDENTIAL development (for example, retail, office or other commercial uses), impact fees are due at the time of building permit issuance.
For RESIDENTIAL development, impact fees are due before a final inspection is scheduled.

If you have any questions about the various fees that may apply to your application, please contact the Community Development Department at 707-778-4557 or by e-mail at cdd@cityofpetaluma.org.