

City of San Rafael Master Fee Schedule

City of San Rafael

Planning Fees

		Fees Approved December 2022	
Service Name	Fee Description	Fee	Recovery %
Mapping			
Lot Line Adjustment	Flat Fee	\$ 6,075	100%
Small Subdivision	Flat Fee	\$ 13,457	100%
Tentative Map	Deposit	\$ 17,588	100%
Map Amendment and Extensions	Flat Fee	\$ 7,833	100%
Certificates of Compliance	Flat Fee	\$ 5,642	100%
Exception (Subdivision Ordinance)	Flat Fee	\$ 6,760	100%
Development and Annexation			
Development Agreement	Deposit	\$ 28,606	100%
Use Permit			
Use Permit - Administrative/Staff level	Flat Fee	\$ 387	100%
Use Permit – Administrative/Temporary	Flat Fee	\$ 1,840	100%
Use Permit - Zoning Administrator	Flat Fee	\$ 2,707	60%

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Use Permit - Planning Commission	Flat Fee	\$ 8,815	100%	
Variances		0	0	0
Minor Variance - Zoning Administrator	Flat Fee	\$ 4,239	100%	
Variance - Planning Commission	Flat Fee	\$ 8,815	100%	
Reasonable Accommodation for Disabled	Flat Fee	\$ 964	26%	
Exception (Zoning)	Flat Fee	\$ 1,840	100%	
Exception (Hillside)	Flat Fee	\$ 2,742	100%	
Design Review		0	12340.57578	0
Design Review (Staff/Administrative)	Flat Fee	\$ 2,938	100%	
Design Review – Over the counter (Staff/Administrative)	Flat Fee	\$ 387	100%	
Design Review – Staff With DRB	Flat Fee	\$ 7,650	100%	
Design Review - Zoning Administrator	Flat Fee	\$ 5,639	100%	
Design Review – Planning Commission	Flat Fee	\$ 15,152	100%	

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Conceptual Review	Flat Fee	\$ 3,000	61%
Sign Review – Staff	Flat Fee	\$ 249	100%
Sign Program – Minor (Staff)	Flat Fee	\$ 1,397	100%
Sign Program – Major (Planning Commission)	Flat Fee	\$ 8,038	100%
Sign Review – Minor Exception	Flat Fee	\$ 1,397	100%
Sign Review – Major Exception	Flat Fee	\$ 8,038	100%
Temporary Banner Permit	Flat Fee	\$ 186	100%
Appeals to Planning Commission - Non-Applicant (Resident)	Flat Fee	\$ 350	5%
Appeals to Planning Commission - Applicant or Non-Resident	Deposit	\$ 5,000	65%
Appeals to City Council - Non-Applicant (Resident)	Flat Fee	\$ 350	4%
Appeals to City Council - Applicant or Non-Resident	Deposit	\$ 5,000	57%
Negative Declaration	Deposit	\$ 17,658	100%
Environmental Impact Report	Consultant +25%	Consultant +25%	100%

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Monitoring of mitigation measures and conditions of approval	Deposit	\$ 6,471	100%	
General Plan Amendment	Deposit	\$ 17,889	100%	
Rezoning/Pre-Zoning	Deposit	\$ 17,889	100%	
Planned District	Deposit	\$ 18,879	100%	
Pre Application Meeting/Letter	Flat Fee	\$ 2,086	30%	
Licensing Agreement (Outdoor Dining)	Flat Fee	\$ 1,717	100%	
Certificate of Appropriateness for alteration of historic structure	Deposit	\$ 9,554	100%	
Certificate of Public Convenience and Necessity for alcoholic beverage license	Deposit	\$ 2,992	100%	
Neighborhood Meeting	Deposit	\$ 2,796	100%	
Planning/Zoning research (includes review of SB35 applications)	Deposit, Per Hour	\$ 157	100%	
General Plan Maintenance Fee	Surcharge to building permit fee	35% of building permit fee	N/A	
Planning Review of Building Permits - Multi-family	% of Building Payment	10% of building permit fee	50%	
Planning Review of Building permits - All Others	% of Building Payment	20% of building permit fee	100%	

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Service Name	Fee Description	Fee	Recovery %
Archaeology Referral	Flat Fee	\$ 80	100%
Small Cell Permit	Deposit	\$ 4,970	100%
Telecomms Permit	Flat Fee	\$ 1,000	100%
Short Term Rental Registration - first year	Flat Fee	\$ 170	100%
Short Term Rental - renewal	Flat Fee	\$ 135	100%
<i>Certified Massage Establishment Certificate or Operator Permit:</i>			
Certified Massage Establishment - Sole Proprieter Registration	Flat Annual Fee	\$ 203	100%
Certified Massage Establishment - Registration with Employees	Flat Annual Fee	\$ 290	100%
Certified Massage Establishment -Changes to File/Business	Flat Annual Fee	\$ 25	100%
Certified Massage Establishment -time extension	%	50% of original fee	

Footnotes

Consultant costs will be charged to the deposit account plus 25% to cover contract administration and review of consultant work product.
 Multiple application discount: when multiple applications are filed simultaneously, a 25% discount on each deposit-based application type will apply.
 Short term rental registration fees were studied and set in November of 2019. MGT recommends not adjusting these fees at this time.