



Community Development Department

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Building ♦ Planning

Fee Schedule*

***All Fees Subject to 9% City Administrative Overhead Fee**

Application Type	Adopted Fee
The following application types are Fixed Fee:	
Address Change	\$175
Fence Permit	\$100
Heritage/Landmark Tree Designation	No Charge
Home Occupation Permit	\$100
Sign Permit	\$100
Street Name Change	\$175
Telecommunication Registration Fee	\$670
Telecommunication Removal Agreement	\$6,741
Zoning Permit (Temporary Use Permit)	\$233
The following application types are Cost Recovery (deposit plus time and materials):	
Deposit Amounts	
Addition/Remodel in City-Approved Historic District	\$991 plus time and materials over \$991
Annexation	\$6,063 plus time and materials over \$6,063
Appeal	\$198 ^I plus time and materials over \$198
Building Permit	See Building Permit Fee Schedule
Certificate of Compliance	\$3,498 plus time and materials over \$3,498
Conditional Use Permit – Major	\$4,374 plus time and materials over \$4,374
Conditional Use Permit – Minor	\$1,666 plus time and materials over \$1,666
Determination of Public Convenience & Necessity	\$2,915 plus time and materials over \$2,915
Environmental Impact Report	Consultant Fee plus 25% administrative overhead and the actual cost of staff time and materials
Exception	\$1,107 plus time and materials over \$1,107
Extension of Time	\$344 plus time and materials over \$344
Final Map Amendment	\$5,831 plus time and materials over \$5,831
Final Parcel Map (4 or fewer lots)	\$2,273 + \$2,578 Deposit for Engineering Tech Review
Final Subdivision Map (5 or more lots)	\$2,975 + \$2,578 Deposit for Engineering Tech Review
Flood Determination	\$117 plus time and materials over \$117
General Plan Map Amendment	\$5,131 plus time and materials over \$5,131
General Plan Text Amendment	\$5,015 plus time and materials over \$5,015
Initial Study	\$5,141 plus time and materials over \$5,141
Lot Line Adjustment/Merger	\$2,565 plus time and materials over \$2,565
Mitigation Monitoring (Post Approval)	See Note Below ^{II}
Outside Sewer/Water	\$583
Preliminary Review – Staff	\$2,682 plus time and materials over \$2,682
Public Improvement/Public Construction & Inspection	<=\$500,000: 6% of engineers estimate or \$2,143; whichever

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	is greater plus time and materials >\$500,000 but <= \$1,000,000: 4% of engineers estimate. > \$1,000,000: 2% of engineers estimate.
Reimbursement Agreement	\$1,166 plus time and materials over \$1,166
Right of Way Abandonment	\$1,166 plus time and materials over \$1,166
SPAR Review – Major	\$5,364 plus time and materials over \$5,364
SPAR Review – Minor	\$1,666 plus time and materials over \$1,666
Specific Plan	\$7,814 plus time and materials over \$7,814
Specific Plan Amendment	\$7,814 plus time and materials over \$7,814
Subdivision Ordinance Amendment	\$4,606 plus time and materials over \$4,606
Tentative Map Amendment	\$5,831 plus time and materials over \$5,831
Tentative Subdivision Map	\$7,521 plus time and materials over \$7,521
Tentative Parcel Map	\$3,033 plus time and materials over \$3,303
Variance	\$3,790 plus time and materials over \$3790
Zoning Amendment - Minor Revision – PUD/PCD/SPPUD	\$991 plus time and materials over \$991
Zoning Amendment – Map	\$5,540 plus time and materials over \$5,540
Zoning Amendment – Text	\$5,189 plus time and materials over \$5,189
Zoning Code Compliance Code Review for Business License	\$26

Note: All applications identified by “Deposit + Time & Materials” means that applicants will be billed for the full cost of processing the application based on City staff, contracted consultants’ and/or attorneys’ time and materials over and above the amount of the deposit. Staff hourly rates shall be determined for City employees by annual fully burdened regular work order rates established by the City of Petaluma Finance Department for the given fiscal year(s) in which the application is processed. Hourly rates for the City’s contracted planning services provider shall be those cost recovery rates contained in the City’s contract with its planning services provider for the time period(s) in which the services relating to an application are provided. Hourly rates for services of attorneys and personnel in the City Attorney’s office shall be those cost recovery rates and charges contained in the City’s contract with its City Attorney for the time period(s) in which the services pertaining to an application are provided. Hourly rates for technical and professional consultants, if required, shall be those rates as charged to the City by the consultant(s). For applications requesting multiple entitlements, deposits shall be the sum of the individual application fees and/or deposits.

ⁱIf an applicant files for the Appeal, the \$198.00 appeal fee shall be a deposit and the applicant shall be billed for any additional costs of processing the appeal on a staff time and materials basis. If a member of the public files an appeal, the appeal fee shall be \$198.00 and any additional costs of processing the appeal shall be billed to the applicant on a time and materials basis.

ⁱⁱ“Mitigation Monitoring” fees shall be based on full cost recovery (deposit plus staff time and materials) and required as a condition of approval of every application requiring mitigation monitoring. The Community Development Director shall determine the amount of the initial deposit based on the nature and scope of the mitigations.