

**City of Emeryville
Master Fee Schedule
Building Division**

Effective July 1, 2020

<u>DESCRIPTION</u>	<u>Fee</u>	
BUILDING PERMIT	0.80%	of construction valuation ¹
Includes Sign and Demolition Permits	\$ 165	minimum
Phased Construction (Applicant requests to proceed with first phase of construction prior to issuance of all building permits.)		Full permit fee, including all permit types and plan check fees, plus 25%, due at issuance of first permit.
Permit Renewal	\$ 165	Expired Permits requiring 1 inspection for final
Temporary Occupancy Permit	\$ 250	Building/tenant space not classified for assembly use (new)
GENERAL PLAN MAINTENANCE²	0.50%	of construction valuation ¹
Applied to all permits except solar panels.		
TECHNOLOGY FEE	0.10%	of construction valuation ¹
Applied to all permits except solar panels.		
PLAN CHECK – To be paid with submittal of application		
Initial Review plus review of one resubmittal	65%	of Building Permit Fee
	50%	of Building Permit Fee
	\$ 205	for Residential under \$100,000.00: per hour, 2 hour minimum
Approved Resubmittals and/or changes to approved plans, including deferred submittals		
In house	\$ 205	per hour, 2 hour minimum
Outside Consultant		Consultant's hourly fee plus 15%
Expedited Plan Check (first review in 3-5 days or less) (requires Chief Building Official approval of request, based upon applicant's demonstrated need for expedited review and staff workloads)		Full plan check fees plus 50% due at submittal of application; minimum \$500
ENERGY CONSERVATION – To be paid with submittal of application		
Review of Title 24 Energy conservation documentation (only if Title 24 is required for the project).	12.5%	of Building Permit Fee
ELECTRICAL, PLUMBING, MECHANICAL PERMITS		
When issued with Building Permit		
Electrical	20%	of Building Permit Fee
Plumbing	18%	of Building Permit Fee
Mechanical	17%	of Building Permit Fee
When issued separately		
Electrical, Plumbing or Mechanical	\$ 165	1% of construction valuation ¹ minimum
Photo Voltaic Solar Panel Building Permit Fees³		
Single family residences	\$ 250	
Residential except single family residences		
Up to 15 kW	\$ 500	
Over 15 kW	\$ 500	plus \$15 per kW over 15 kW.
All Other		
Up to 50 kW	\$ 1,000	
Over 50 kW	\$ 1,000	plus \$7 per kW between 50 kW and 250 kW plus \$5 per kW over 250 kW
Sewer Lateral Permit		
Per Parcel, Administrative fee	\$ 215	
Plus a fee for each new, repaired, replaced or abandoned lateral of:	\$ 668	
or for large or complex private sewer systems, a cost recovery fee of	\$ 167	per hour
or for inspections requiring overtime, as determined by the City Engineer	\$ 251	per hour
Verification Test (only), on an existing sewer lateral	\$ 167	per test

**City of Emeryville
Master Fee Schedule
Building Division**

Effective July 1, 2020

<u>DESCRIPTION</u>	<u>Fee</u>	
Traffic signal or street light conduit utility locate (as needed)	\$ 334	
Sewer Lateral Performance Security Deposit	\$ 1,000	
Plan Check for new sewer laterals	\$ 217	
SEWER CONNECTION		
Residential Dwellings	\$ 1,462	per unit
All Others Uses	\$ 291	per plumbing trap
(Note: Credit given for removed traps when previous use is abandoned for less than one year)		
STRONG MOTION INSTRUMENTATION PROGRAM (SMIP)²		
1 to 3 Story Residential	0.01%	of construction valuation ¹
	\$ 0.50	minimum
All Other Construction	0.02%	of construction valuation ¹
	\$ 0.50	minimum
GRADING PERMIT		
Grading Permit	1%	of construction valuation ¹
Plan Review of Grading Permits	65%	of Grading Permit Fee
	\$ 138	minimum
MICROFILM and PHOTOCOPIES		
Project Valuation to \$100,000.00		
8.5" x 14"	\$ 0.50	per page
Larger than 8.5" x 14"	\$ 1.00	per page
Project Valuation over \$100,000.00	1%	of Building Permit Fee
CONSTRUCTION WORK WITHOUT REQUIRED PERMITS		
		5 times cost of the actual permit
OTHER INSPECTIONS AND FEES		
Building Inspection Requests after Business Hours (Business Hours: Monday-Friday 8:00am-4:00 pm) Minimum 2 hours weekday; 4 hours weekend.		
	\$ 152	per hour
Subsequent Re-inspections of work made necessary by faulty or incorrect work (CBO discretion; fee shall be paid prior to next inspection request)		
	\$ 188	each infraction
Certified Access Specialist Inspections (CASp)		
Inspections	\$ 160	per hour or consultant costs ⁴
Inspection for Reconnection of Utilities	\$ 138	per request
Pre-Plan check prior to permit application (2 hr minimum)	\$ 189	per hour
Pre-Construction Meeting Consultation (2 hr minimum)	\$ 189	per hour
Alternate Methods and Materials Request	\$ 205	per hour
Temporary Certificate of Occupancy Requests	\$ 300	per request
Certificate of Occupancy Requests	\$ 300	per request
Gas/Electrical Meter Release	\$ 289	per request
Assigned Property/Business Address	\$ 138	per request
Plans Copy Request (except counter review)	\$ 138	per request
FIRE DEPARTMENT FEES		
Charge per current Fire Department Fee Schedule		
SCHOOL FEES (effective August 27, 2018 per EUSD)²		
Commercial	\$ 0.61	per square foot
Residential (500 sq. ft. or more)	\$ 3.79	per square foot
Self Storage	\$ 0.18	per square foot
Live/Work	\$ 2.20	per square foot

**City of Emeryville
Master Fee Schedule
Building Division**

Effective July 1, 2020

DESCRIPTION

Fee

CALIFORNIA BUILDING STANDARDS COMMISSION FEES (effective January 1, 2009) ²

Permit valuation \$1 to \$25,000	\$	1.00	
Permit valuation \$25,001 to \$50,000	\$	2.00	
Permit valuation \$50,001 to \$75,000	\$	3.00	
Permit valuation \$75,001 to \$100,000	\$	4.00	
Permit valuation over \$100,000	\$	1.00	per \$25,000 or fraction thereof

Note: For any services requiring staff time or the time of city hired consultants, charges will be as follows:

Planning Staff	charged at	calculation of direct salary, fringe benefits plus 45.76% overhead rate
Consultants	charged at	Cost plus 10% administrative fee

This is referred to as "charged per formula."

NOTE: Fees for Traffic Impact, Art in Public Places, or Bay/Shellmound Assessment District may apply². For guidelines and calculations of these fees, consult the Building Division.

¹ Construction valuation shall be determined by the Chief Building Official, and shall be based on the valuation declared by the applicant, or on the most recent "Building Cost Index" published by Engineering News Record and adjusted for the San Francisco Bay Area, whichever is higher.

² These fees have been established by and are collected on behalf of other departments or agencies, are listed here for reference only, and are subject to change. Please consult Building Division to determine current fees.

³ No other fees are charged for Photo Voltaic Solar Panels, except fees that are not controlled by the City, including but not limited to Strong Motion Instrumentation Program (SMIP), School Fees, and California Building Standards Commission Fees.

⁴ Cost recovery for special cases requiring outside consultants

**City of Emeryville
Master Fee Schedule
Planning**

Effective July 1, 2020

<u>DESCRIPTION</u>	<u>Fee</u>	
<u>Publications, Document Charges</u> [1]		
Maps:		
Set of 11 x 17 Zoning/General Plan maps	\$	10
Individual maps	\$	3
General Plan	\$	76
Park Avenue District Plan	\$	27
North Hollis Area Urban Design Program	\$	27
Planning Regulations	\$	38
Housing Element of the General Plan	\$	54
Stormwater Guidelines	\$	25
Parks and Recreation Strategic Plan	\$	76
Emeryville Design Guidelines	\$	76
Sustainable Transportation Plan	\$	15
Sustainable Transportation Background Report	\$	105
Pedestrian and Bicycle Plan	\$	115
Pedestrian and Bicycle Plan Appendices	\$	92
Photocopying, Per Page [2]	\$	0.10
Faxing, Per Page [2]	\$	0.10
<u>Sidewalk Café Permits (including Parklets)</u>		
Application Fee	\$	100
Annual Renewal Fee		No fee
Appeal to Planning Commission	\$	50
Appeal to City Council	\$	50
<u>Short-term Rental Permits</u>		
Application Fee	\$	250
Annual Renewal Fee	\$	200
Appeal to Planning Commission	\$	100
Appeal to City Council	\$	100
<u>Notification</u>		
Notification Fee /Property Owner Mailing Lists charged for all applications requiring Planning Commission and/or City Council Review	\$	448 * + charged per formula [3] if excess of 1 hour
<u>Planning Commission Study Session</u>		
	\$	2,000 Flat Rate
Note: Deposit to be credited to application fee if application submitted within one year.		
<u>General Plan Amendment</u>		
	At cost, charged per formula [3]	\$3,000 Deposit
<u>Rezoning</u>		
	At cost, charged per formula [3]	\$3,000 Deposit
<u>Development Agreement</u>		
	At cost, charged per formula [3]	\$3,000 Deposit
<u>Planned Unit Development</u>		
Preliminary Development Plan	At cost, charged per formula [3]	\$5,000 Deposit
Final Development Plan	At cost, charged per formula [3]	\$3,000 Deposit
<u>Conditional Use Permits</u> [4]		
Minor Conditional Use Permits - Flat Fee	\$	566 *
Major Conditional Use Permits - Deposit		
Residential, up to 3 units	At cost, charged per formula [3]	\$2,000 Deposit
Demolition of significant or residential structure	At cost, charged per formula [3]	\$3,000 Deposit
All other	At cost, charged per formula [3]	\$3,000 Deposit
<u>Temporary Use Permits</u>		
	\$	566 *

**City of Emeryville
Master Fee Schedule
Planning**

Effective July 1, 2020

<u>DESCRIPTION</u>	<u>Fee</u>	
<u>Exceptions to Standards</u> [4]	\$ 566 *	
<u>Variances</u> [4]	At cost, charged per formula [3]	\$1,000 Deposit
<u>Design Review, including Signs</u> [4]		
Minor Design Review for Signs	\$ 566 *	
Major Design Review for Signs	At cost, charged per formula [3]	\$1,000 Deposit
Master Sign Programs	At cost, charged per formula [3]	\$2,000 Deposit
Individual signs under Master Sign Programs	\$ 340 *	zoning compliance review
Temporary Signs	\$ 225 *	
All Other Minor Design Review:	\$ 566 *	
All Other Major Design Review	At cost, charged per formula [3]	\$3,000 Deposit
<u>Construction Work, Sign Installation and/or Commencement of Use Without Required Planning Permits or Approvals</u>		5 times cost of actual permit/approval
<u>Tree Removal Permits</u>		
Not in conjunction with other planning permits (Other related fees from Public Works Master Fee Schedule may apply)	At cost, charged per formula [3]	\$2,000 Deposit
<u>Subdivisions</u>		
Major Subdivisions, including residential condominium conversions	At cost, charged per formula [3]	\$3,000 Deposit plus cost of any technical assistance such as engineer's review
Minor Subdivisions, including residential condominium conversions	\$ 1,125	
Lot Line Adjustments	\$ 1,125	
Parcel Mergers	\$ 1,125	
Certificate of Compliance	\$ 1,125	
Covenant of Easement	At cost, charged per formula [3]	\$2,000 Deposit
<u>Assessment District Apportionment</u> (Required for lot configuration changes for parcels in the West Emeryville, Bay Shellmound or East Baybridge Assessment Districts.)		
Lot Line Adjustments/Parcel Map Waivers	\$ 387	
Major/Minor Subdivisions (10 parcels or less)	\$ 1,554	
Major/Minor Subdivisions (more than 10 parcels)	\$ 3,890	Plus \$25 Per Parcel Over 20 Parcels
<u>Environmental Review</u>		
Negative Declaration or Mitigated Negative Declaration, including Initial Study	At cost, charged per formula [3]	Deposit full contract amount for environmental consultant prior to start of work.
Environmental Impact Report, including Initial Study if required	At cost, charged per formula [3]	Deposit full contract amount for environmental consultant prior to start of work.
Notice of Determination or Notice of Exemption	\$ 96	
<u>Filing Fees Required by State Department of Fish & Game (Effective 1/1/2018)</u> [5]		
Alameda County Clerk Handling Fee (all filings)	\$ 50	
Negative Declaration	\$ 2,406.75	These fees are set by the California Department of Fish & Game and increase every January 1. They will go up again on 1/1/21.
Environmental Impact Report (EIR)	\$ 3,343.25	

**City of Emeryville
Master Fee Schedule
Planning**

Effective July 1, 2020

<u>DESCRIPTION</u>	<u>Fee</u>	
<u>Administrative Fees</u>		
Appeals		
to Planning Commission	\$	100
to City Council	\$	200
Time Extensions (Permit Applications)		
If Granted Administratively	\$	387 *
If Planning Commission or City Council consideration is required		At cost, charged per formula [3]
Zoning Compliance Review		
Building Permit Sign-Off		At cost, charged per formula [3], if related to a cost recovery planning project; otherwise, No Fee
Business License Sign-Off, including Home Occupations and Live/Work Unit Occupancy		No Fee
All Other, Including Accessory Dwelling Units, Individual Signs under a Master Sign	\$	448 *
Amendments to conditions of approval by Planning Commission or City Council		
Any project that was originally flat fee	\$	1,125 *
Any project that was originally cost recovery		At cost, charged per formula [3] \$1,000 Deposit
Request for Waiver of construction noise hours by City Council	\$	1,361
<u>In Lieu Fees</u>		
Open Space, pursuant to EMC Section 9-4.303(a)(3)b	\$	225 Per square foot of required open space not provided
Parking, pursuant to EMC Section 9-4.407(d)	\$	8,522 Per required parking space not provided

Note: For any services "charged per formula" requiring staff time or the time of City-hired consultants, charges will be as follows:		
Planning Staff	charged at	direct salary and benefits plus 45.76% overhead rate
Consultants	charged at	cost plus 10% administrative fee

Notes

- [1] Publications are charged at actual cost to the City. All publications can also be downloaded for free from the City's website.
- [2] CA Government Code §6253. "A common standard that is viewed as legally defensible is 10 cents per page."
- [3] All applications that are "charged per formula" [i.e. on a cost recovery basis] require an initial deposit to be paid at the time of filing. If the costs incurred in processing an application exceed this deposit, the City will bill the applicant for this additional amount. Likewise, if the deposit exceeds the costs, the balance will be refunded to the applicant. See box above for details on how charges are calculated.
- [4] Applications for Conditional Use Permits, Exceptions to Standards, Variances, and/or Design Review may be combined into a single application. The application fee shall be the sum of the individual fees for each permit type.
- [5] Applicant files with Alameda County Clerk and pays all associated filing fees, which are listed here for convenience. Please confirm current fees with Alameda County Clerk.