

Appendix C:

Planning and Zoning Information:

- **Planning and Building Fee Schedule**
- **General Plan Land Use, Building Height and Floor Area Ratio Maps**
- **Reasonable Accommodation Procedures**

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

Effective July 1, 2010

<u>DESCRIPTION</u>	<u>FEE</u>
BUILDING PERMIT	0.80% of construction valuation ¹
Includes Sign and Demolition Permits	\$ 113 minimum
Partial Permit (Applicant requests to proceed with construction with partial permits prior to full permit approvals.)	Full permit fee plus 25% due at issuance of first permit.
Permit Renewal	\$ 112 Expired Permits requiring 1 inspection for final
GENERAL PLAN MAINTENANCE²	0.50% of construction valuation ¹
Applied to all permits except solar panels on owner occupied single family residences.	
TECHNOLOGY FEE	0.10% of construction valuation ¹
Applied to all permits	
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
	for Residential under \$100,000.00
	\$ 154 minimum
Approved Resubmittals and/or changes to approved plans.	
In house	\$ 154 per hour, 1 hour minimum
Outside Consultant	Consultant's hourly fee plus 15%
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	\$ 113 1% of construction valuation ¹ minimum
SEWER CONNECTION	
Residential Dwellings	\$ 754 per unit
All Others Uses	\$ 150 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	\$ 0.50 0.01% of construction valuation ¹ minimum
All Other Construction	\$ 0.50 0.02% of construction valuation ¹ minimum
GRADING PERMIT	
Grading Permit	1% of construction valuation ¹
Plan Review of Grading Permits	\$ 113 65% of Grading Permit Fee 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	2 times cost of the actual permit

**City of Emeryville
Master Fee Schedule
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Effective July 1, 2010

DESCRIPTION

FEE

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.	\$	123	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)	\$	113	each re-inspection
Inspection for Reconnection of Utilities	\$	113	per request
Pre-Plan check/Pre-construction Meeting Consultation (2 hr minimum)	\$	113	per request
Alternate Methods and Materials Request	\$	143	per hour
Temporary Certificate of Occupancy Request	\$	232	per request
Gas/Electrical Meter Release	\$	232	per request
Assigned Property/Business Address	\$	113	per request
Plans Copy Request (except counter review)	\$	113	per request

FIRE DEPARTMENT FEES

Charge per current Fire Department Fee Schedule

SCHOOL FEES (effective June 1, 2008)²

Commercial	\$	0.47	per square foot
Residential (500 sq. ft. or more)	\$	2.97	per square foot
Self Storage	\$	0.07	per square foot
Live/Work	\$	1.73	per square foot

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.

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

Effective July 1, 2010

<u>DESCRIPTION</u>	<u>FEE</u>
<u>Publications, Document Charges</u>	
Maps:	
Set of 11 x 17 Zoning/General Plan maps	\$ 10
Individual maps	\$ 3
General Plan	\$ 65
General Plan EIR	Per photocopy rate
Park Avenue District Plan	\$ 27
North Hollis Area Urban Design Program	\$ 27
Zoning Ordinance	\$ 46
Housing Element of the General Plan	\$ 46
Stormwater Guidelines	\$ 25
Photocopying	
Per Page	\$ 0.10
Per Page (Color)	\$ 0.50
Faxing, Per Page	\$ 0.50
<u>Sideway Café Permits</u>	
Application Fee	\$ 83
Annual Renewal Fee	\$ 25
Appeal to Planning Commission	\$ 52
Appeal to City Council	\$ 52
<u>Planning Fees</u>	
Notification Fee /Property Owner Mailing Lists charged for all applications requiring Planning Commission and/or City Council Review	\$ 83 + charged per formula if excess of 1 hour
<u>Planning Commission Study Session</u>	\$ 1,000 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 \$3,000 Deposit formula \$2,000 Minimum Charge
<u>Rezoning</u>	At cost, charged per \$3,000 Deposit formula \$2,000 Minimum Charge
<u>Specific Plan</u>	
Deposit Required	At cost, charged per \$3,000 Deposit formula \$2,000 Minimum Charge
At City's discretion, a proportional fee may be charged as part of a development application within an existing Specific Plan area, pursuant to CA Govt. Code Section 65456.	
<u>Planned Unit Development</u>	
Preliminary or Final Development Plan:	
Development of 50,000 sq ft or less of floor area	At cost, charged per \$1,000 Minimum Charge formula
Development of more than 50,000 sq ft of floor area	At cost, charged per \$3,000 Deposit formula \$2,000 Minimum Charge
<u>Conditional Use Permits</u>	
Residential, less than 3 units	\$ 1,066 Flat Rate
Residential, 3 to 10 Units	\$ 1,600 Flat Rate
Residential 11 or more units	At cost, charged per \$2,000 Minimum Charge formula
Non-residential or mixed use, including Master Use Permits	
Less than 10,000 sq.ft of floor area	\$ 1,066 Flat Rate
10,000 sq. ft. or more of floor area	At cost, charged per \$2,000 Minimum Charge formula
Master Use Permit Compliance Review	\$ 106
If combined with zoning compliance review for Business License, this fee applied and no separate zoning compliance fee is required.	
<u>Sign Applications</u>	
Administrative Review (Includes review of compliance with a master sign program, temporary signs, or a minor change to existing sign including change of message only)	

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

Effective July 1, 2010

<u>DESCRIPTION</u>	<u>FEE</u>	
One sign	\$	212
Two or more signs	\$	426
Planning Commission Review (<i>Fascia signs, wall signs, awnings or perpendicular signs</i>)		
One sign	\$	426
Two or more signs	\$	639
Freestanding signs, monument signs or roof mounted signs	\$	1,066
Master sign programs	At cost, charged per formula	\$1,000 Deposit \$500 minimum
<u>Variances</u>		
Setback encroachment, minor lot coverage exception, two or fewer parking space exception, or other minor request for variance to a development standard.	\$	1,066
Parking variance of three or more spaces, height, FAR, major request for a development exception	At cost, charged per formula	\$1,000 Minimum
<u>Design Review</u>		
Minor Design Review:		
Residential less than 3 units	\$	426
Non-residential or mixed use, less than 10,000 sq. ft. floor area	\$	426
all other	\$	1,066
Major Design Review	At cost, charged per formula	\$2,000 Minimum
<u>Subdivision/Parcel Maps or Parcel Map Waiver</u>		
	At cost, charged per formula	\$2,000 Minimum plus cost of any technical assistance such as engineer's review
Certificate of Compliance	\$	533
<u>Note the following fee which is administered by the Public Works Department</u>		
Digital Basemap Processing Fee	\$	264
Charged to applicants requesting recording of lot line adjustments, parcel maps, parcel map waivers and final maps within the City of Emeryville		
<u>Assessment District Apportionment</u> (<i>Required for lot configuration changes for parcels in the West Emeryville, Bay Shellmound or East Baybridge Assessment Districts.</i>)		
Lot Line Adjustments/Minor Parcel Map Waivers	\$	264
Subdivisions/Parcel Maps (10 parcels or Less)	\$	1,066
Subdivisions/Parcel Maps (more than 10 parcels)	\$	2,667 Plus \$25 Per Parcel Over 20 Parcels
<u>Environmental Review</u>		
Initial Study	At cost, charged per formula	\$1,000 min + actual cost of any technical asst. & staff time
Preparation of Negative Declaration	At cost, charged per formula	\$10,000 deposit \$5,000 minimum
Environmental Impact Report	At cost, charged per formula	\$50,000 deposit
Mitigation Monitoring Program	At cost, charged per formula	+ actual cost of any technical assistance & staff time
Environmental Document Filing Fee (General)	\$	36 (\$25 to Alameda County plus \$11 processing fee)
Filing Fees Required by State Department of Fish & Game (Effective 1/1/2009)		
Negative Declaration	\$	1,993

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

Effective July 1, 2010

<u>DESCRIPTION</u>	<u>FEE</u>
Environmental Impact Report (EIR)	\$ 2,768
 <u>Administrative Fees</u>	
Appeals	
to Planning Commission	\$ 100
to City Council	\$ 200
Time Extensions (Permit Applications)	
If Granted Administratively	\$ 212
If Planning Commission or City Council consideration is required	\$ 500 flat fee
Zoning Compliance, including Business License review	\$ 52
Amendments to conditions of approval by Planning Commission or City Council	
Less than 10,000 sq. ft. of floor area	\$ 532
10,000 sq. ft. or more of floor area	At cost, charged per \$1,000 Minimum Charge formula
Request for Waiver of construction noise hours by City Council	\$ 532

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 180% overhead rate
Consultants	charged at	Cost plus 10% administrative fee

















This is referred to as "Charged per formula."

NOTES

- 1) The cost of processing applications includes all direct personnel costs in all appropriate departments including Planning & Building, Economic Development and Housing Public Works, Fire and Police. Personnel costs include actual salary plus fringe benefits and indirect overhead.
- 2) All applications that are charged on a cost recovery basis require an initial minimum charge to be paid at the time of filing. If the costs incurred in processing an application exceed this minimum fee, the City will bill the applicant for this additional amount, except for charges that are less than \$25.
- 3) An assessment District Apportionment is required for lot configuration changes for parcels in West Emeryville, Bay Shellmound or the East Bay Bridge Assessment Districts.
- 4) If more than one application is being filed, such as a conditional use permit and design review, the minimum charges will be combined, with the applications processed concurrently at cost.
- 5) Filing fees required by the State Department of Fish & Game are established by the State of California, are listed here for reference only, and are subject to change. Please consult State Department of Fish & Game to determine current fees.

FIGURE 2-2

Land Use Diagram

-  High Density Residential
-  Medium-High Density Residential
-  Medium Density Residential
-  Mixed Use with Residential
-  Mixed Use with Non-Residential
-  Office/Technology
-  Industrial
-  Public
-  Marina
-  Park/Open Space
-  Public/Park
-  Other Park Opportunity
-  Regional Retail Overlay
-  Neighborhood Retail Overlay
-  Neighborhood Center
-  Major Transit Hub

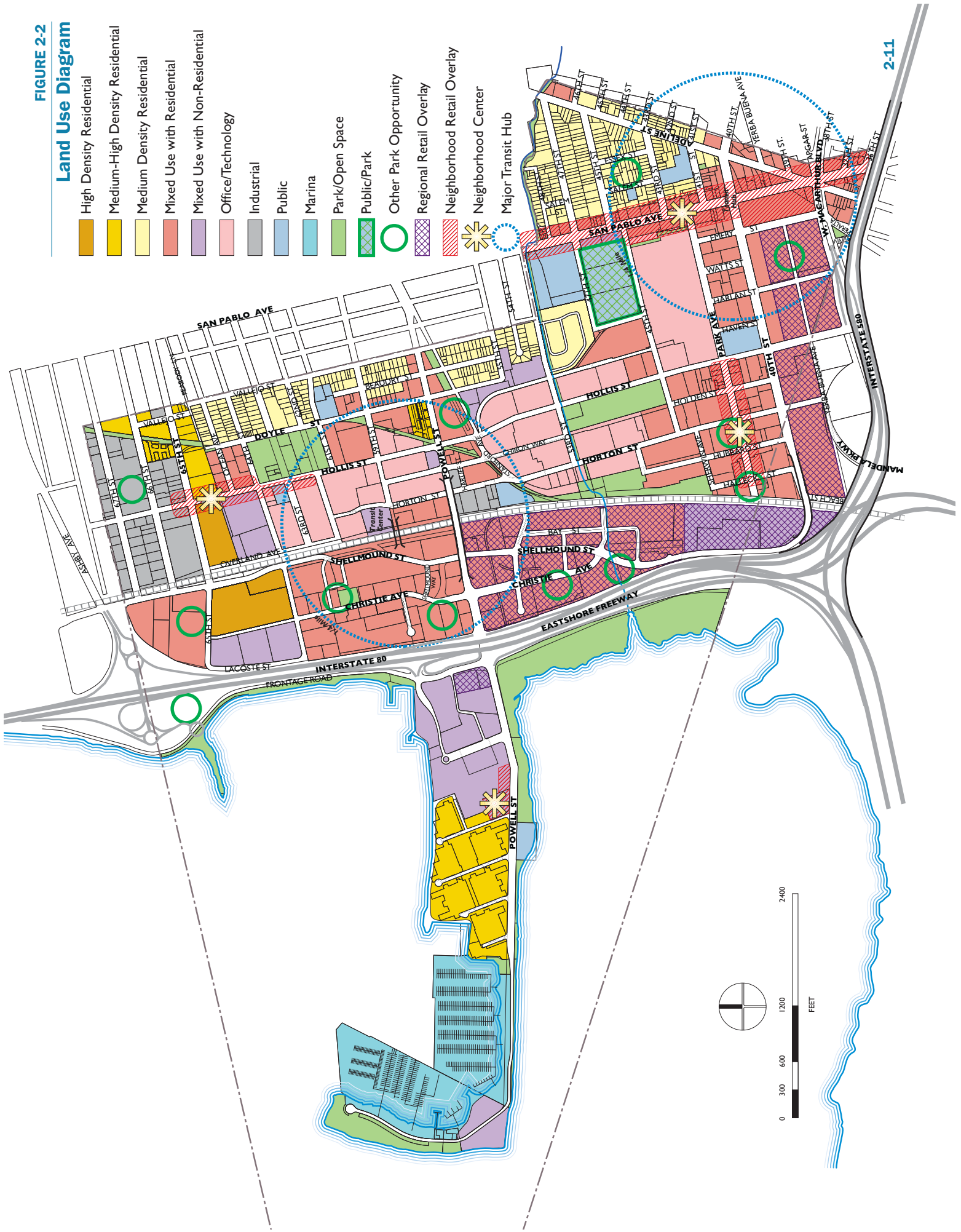


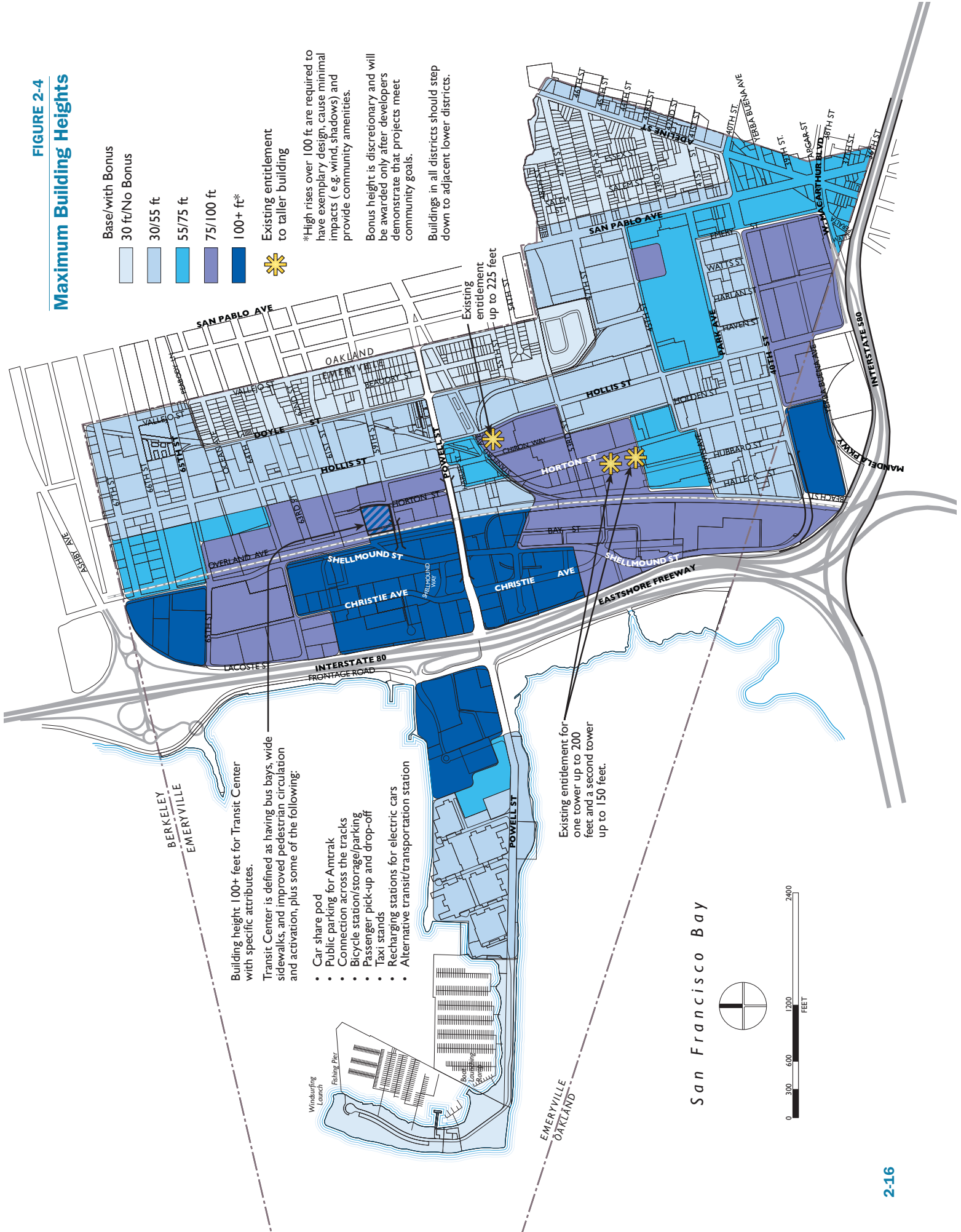
FIGURE 2-4
Maximum Building Heights

- Base/with Bonus
- 30 ft/No Bonus
- 30/55 ft
- 55/75 ft
- 75/100 ft
- 100+ ft*
- Existing entitlement to taller building



*High rises over 100 ft are required to have exemplary design, cause minimal impacts (e.g. wind, shadows) and provide community amenities.
 Bonus height is discretionary and will be awarded only after developers demonstrate that projects meet community goals.

Buildings in all districts should step down to adjacent lower districts.



Building height 100+ feet for Transit Center with specific attributes.

Transit Center is defined as having bus bays, wide sidewalks, and improved pedestrian circulation and activation, plus some of the following:

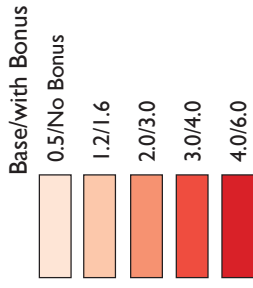
- Car share pod
- Public parking for Amtrak
- Connection across the tracks
- Bicycle station/storage/parking
- Passenger pick-up and drop-off
- Taxi stands
- Recharging stations for electric cars
- Alternative transit/transportation station

Existing entitlement for one tower up to 200 feet and a second tower up to 150 feet.

San Francisco Bay



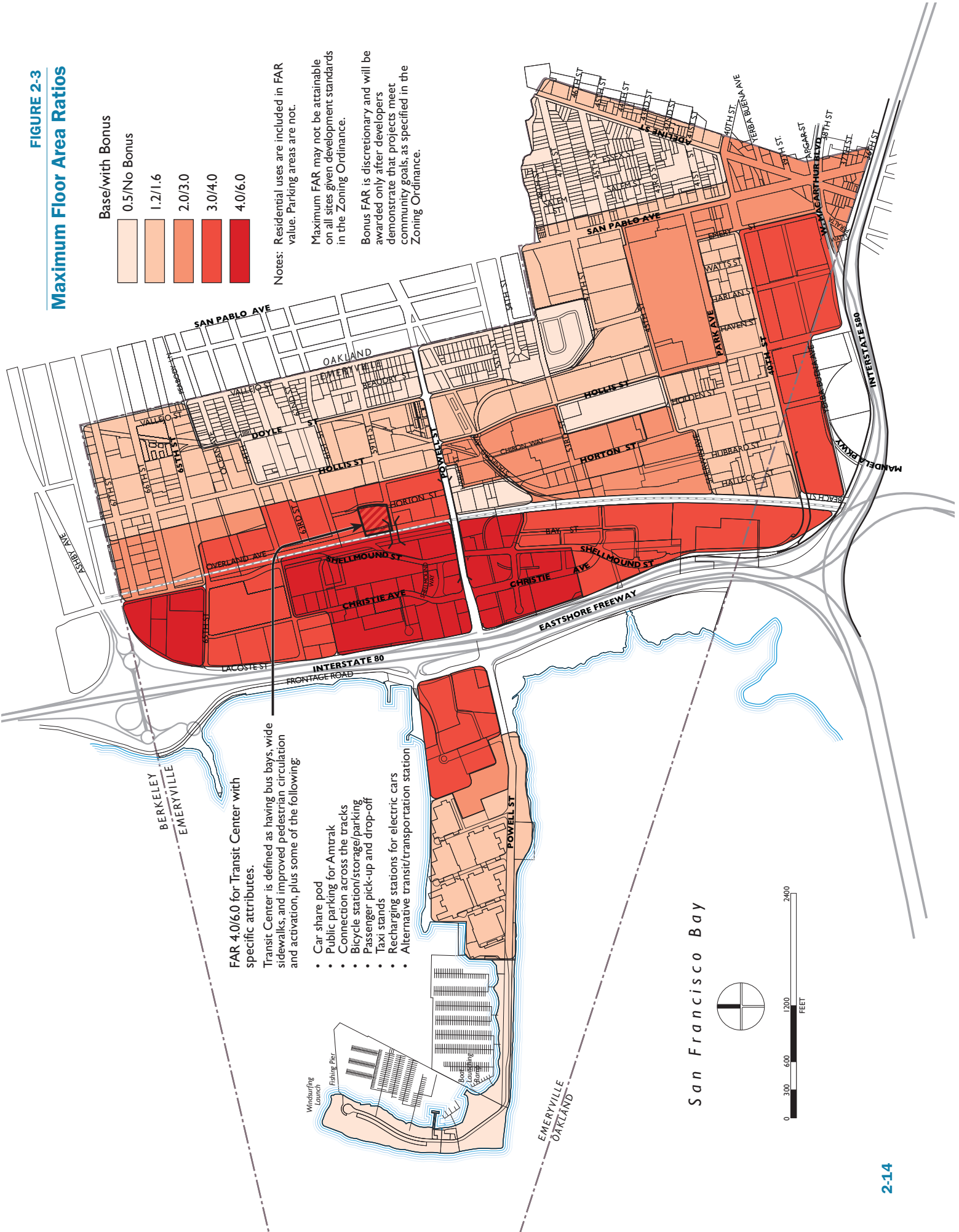
FIGURE 2-3
Maximum Floor Area Ratios

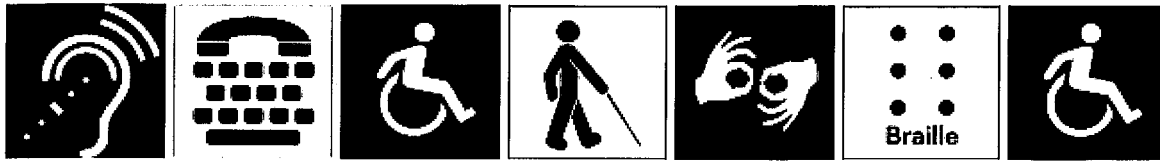


Notes: Residential uses are included in FAR value. Parking areas are not.

Maximum FAR may not be attainable on all sites given development standards in the Zoning Ordinance.

Bonus FAR is discretionary and will be awarded only after developers demonstrate that projects meet community goals, as specified in the Zoning Ordinance.





NOTICE UNDER FAIR HOUSING ACCOMMODATION PROCEDURES FOR PERSONS WITH DISABILITIES

This Is Not A Comprehensive Explanation Of Your Rights Under The Federal Fair Housing Amendments (FHA) And California Fair Employment & Housing Act (FEHA).

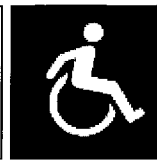
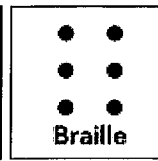
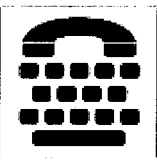
You may request a reasonable accommodation to rules, policies, practices and procedures for the site selection, development and use of housing, including housing related services or facilities, if you meet all of the following:

- I. You are a person with a disability or the housing is for persons with disabilities;
- II. You may need a reasonable accommodation to existing rules and regulations to have equal opportunity to housing; AND
- III. Your request for accommodation would not be an undue burden on the City.

If you believe that you satisfy the above criteria and are entitled to a reasonable accommodation under the FHA or California FEHA, you may obtain a Fair Housing Accommodation Request form from the front desk. If you need assistance in applying for a reasonable accommodation, the Department or ADA Coordinator will assist you.

All documents are available in alternative formats, on request.

Dominique B. Burton, ADA Coordinator
City of Emeryville 1333 Park Avenue Emeryville, CA 94608
Direct Line: 510.596.4380, Facsimile: 510.596.3724, TTY Relay: 711
dburton@ci.emeryville.ca.us



CITY OF EMERYVILLE

REQUEST FOR REASONABLE ACCOMMODATION PURSUANT TO FEDERAL FAIR HOUSING AMENDMENTS (FHA) AND CALIFORNIA FAIR EMPLOYMENT & HOUSING ACT (FEHA)

NOTE: If you need help in completing this request form please request assistance at the Planning & Building counter or contact the ADA Coordinator.

Name: _____
Last Mi First

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ E-mail Address: _____

Address of Housing at which Accommodation is requested: _____

Describe the accommodation you are requesting and the specific regulation(s) and/or procedure(s) from which accommodation is sought. _____

Give the reason that the reasonable accommodation may be necessary for you or, the individuals with disabilities seeking the specific housing, to use and enjoy the housing. You do not need to tell us the name or extent of your disability or that of the individuals seeking the housing. _____

If we have questions about your request for reasonable accommodation and you would like us to contact someone assisting you with this request, instead of you, please give us that person's name, address and telephone number. _____

Signature of Applicant: _____ Date: _____

Please Attach Any Documents Or Additional Sheets That You Think Support Your Request For Reasonable Accommodation And Would Assist Us In Considering Your Request.

All documents are available in alternative formats, on request.

Dominique B. Burton, ADA Coordinator - City of Emeryville
1333 Park Avenue Emeryville, CA 94608
Direct Line: 510.596.4380, Facsimile: 510.596.3724, TTY Relay: 711
dburton@ci.emeryville.ca.us

FOR OFFICIAL USE ONLY:

**NOTICE OF DECISION ON FAIR HOUSING
ACCOMMODATION REQUEST**

1. Date of Application: _____
Date Deposited in Mail or Received if by Fax/Hand

2. Date of Decision: _____

3. Date of Notice of Decision: _____
Notice is due within 45 days of the date of the application

4. Request for a Fair Housing Accommodation is:
_____ Granted
_____ Denied (See Notice Regarding Right to Appeal)

5. The findings/reasoning for this decision are as follows:

6. The facts relied on in making this decision:

Signature of Planning Director/Designee: _____ Date: _____

NOTICE: If your request for accommodation was denied, you may appeal the Planning Director's decision to the Planning Commission within fifteen (15) days of the date of this decision. To file an appeal, complete and file an Appeal of Denial of Fair Housing Accommodation Request form with the Department. You may request reasonable accommodation in the procedure by which an appeal may be conducted.