

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

Effective July 1, 2019,
except those indicated by (*), which are effective August 5, 2019

<u>DESCRIPTION</u>	<u>Fee</u>		
BUILDING PERMIT		0.80%	of construction valuation ¹
Includes Sign and Demolition Permits	\$	135	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	\$	135	Expired Permits requiring 1 inspection for final Building/tenant space not classified for assembly use (new)
Temporary Occupancy Permit	\$	179	
 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 for Residential under \$100,000.00
	\$	185	per hour, 2 hour minimum
Approved Resubmittals and/or changes to approved plans, including deferred submittals			
In house	\$	185	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	\$	135	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	\$	210	
Plus a fee for each new, repaired, replaced or abandoned lateral of:	\$	652	
or for large or complex private sewer systems, a cost recovery fee of	\$	163	per hour
or for inspections requiring overtime, as determined by the City Engineer	\$	245	per hour
Verification Test (only), on an existing sewer lateral	\$	163	per test
Traffic signal or street light conduit utility locate (as needed)	\$	326	
Sewer Lateral Performance Security	\$	1,000	
Plan Check for new sewer laterals	\$	212	
 SEWER CONNECTION			
Residential Dwellings	\$	1,375	per unit
All Others Uses	\$	274	per plumbing trap
(Note: Credit given for removed traps when previous use is abandoned for less than one year)			

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<u>DESCRIPTION</u>	<u>Fee</u>
STRONG MOTION INSTRUMENTATION PROGRAM (SMIP)³	
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
	\$ 135 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.	\$ 149 per hour
Subsequent Re-inspections of work made necessary by fault or incorrect work (CBO discretion; fee shall be paid prior to next inspection request)	
Certified Access Specialist Inspections (CASp)	\$ 184 each infraction
Inspections	\$ 157 per hour or consultant costs ⁴
Inspection for Reconnection of Utilities	\$ 135 per request
Pre-Plan check prior to permit application (2 hr minimum)	\$ 185 per hour
Pre-Construction Meeting Consultation (2 hr minimum)	\$ 185 per hour
Alternate Methods and Materials Request	\$ 185 per hour
Temporary Certificate of Occupancy Requests	\$ 282 per request
Certificate of Occupancy Requests	\$ 282 per request
Gas/Electrical Meter Release	\$ 282 per request
Assigned Property/Business Address	\$ 135 per request
Plans Copy Request (except counter review)	\$ 135 per request
FIRE DEPARTMENT FEES	
Charge per current Fire Department Fee Schedule	
SCHOOL FEES (effective August 27, 2018 per EUSD)³	
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
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

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<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	\$	75
Park Avenue District Plan	\$	27
North Hollis Area Urban Design Program	\$	27
Planning Regulations	\$	38
Housing Element of the General Plan	\$	53
Stormwater Guidelines	\$	25
Parks and Recreation Strategic Plan	\$	75
Emeryville Design Guidelines	\$	75
Sustainable Transportation Plan	\$	15
Sustainable Transportation Background Report	\$	103
Pedestrian and Bicycle Plan	\$	113
Pedestrian and Bicycle Plan Appendices	\$	90
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	\$	438 * + charged per formula [3] if excess of 1 hour
<u>Planning Commission Study Session</u>		
Note: Deposit to be credited to application fee if application submitted within one year.	\$	2,000 Flat Rate
<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	\$	553 *
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

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<u>DESCRIPTION</u>	<u>Fee</u>
<u>Temporary Use Permits</u>	\$ 553 *
<u>Exceptions to Standards</u> [4]	\$ 553 *
<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	\$ 553 *
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	\$ 332 * zoning compliance review
Temporary Signs	\$ 220 *
All Other Minor Design Review:	\$ 553 *
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	\$3,000 Deposit plus cost of any technical assistance such as engineer's review
Minor Subdivisions, including residential condominium conversions	At cost, charged per formula [3]
Lot Line Adjustments	\$ 1,098
Parcel Mergers	\$ 1,098
Certificate of Compliance	\$ 1,098
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	\$ 378
Major/Minor Subdivisions (10 parcels or less)	\$ 1,517
Major/Minor Subdivisions (more than 10 parcels)	\$ 3,796 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] \$15,000 deposit
Environmental Impact Report, including Initial Study if required	At cost, charged per formula [3] \$30,000 deposit
Notice of Determination or Notice of Exemption	\$ 94
<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	\$ 2,354.75
Environmental Impact Report (EIR)	\$ 3,271.00

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<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	\$ 378 *
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 Program, Emergency Shelters, Zoning Compliance Letter, Wireless Telecommunications Facilities, and Code Interpretation	\$ 438 *
Amendments to conditions of approval by Planning Commission or City Council	
Any project that was originally flat fee	\$ 1,098 *
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	\$ 1,328
<u>In Lieu Fees</u>	
Open Space, pursuant to EMC Section 9-4.303(a)(3)b	\$ 220 Per square foot of required open space not provided
Parking, pursuant to EMC Section 9-4.407(d)	\$ 8,315 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
 - [2] CA Government Code §6253. "A common standard that is viewed as legally defensible is 10
 - [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.