

BUDGET AND FINANCE/  
TRANSPORTATION & COMMUNITY DEVELOPMENT COMMITTEES  
AGENDA

May 7, 1991

1:30 P.M.

City Council Chambers  
915 I Street  
Sacramento, CA

Estimated Starting Time: 1:30 P. M.

1. Verbal update by Ken Emanuels on the State Budget. (D-All)

**RECOMMENDATION OF STAFF: COMMITTEE INFORMATION**

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Estimated Starting Time: N/A

2. Various matters regarding the Proposed Five-Year Capital Improvement Program for 1991-96. (D-All)
  - A. Public Works (Continued)

**RECOMMENDATION OF STAFF: COMMITTEE INFORMATION**

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Estimated Starting Time: N/A

3. Planning and Development Fees. (D-All)
  - A. Resolution Amending the City of Sacramento Fee and Charge Report to Establish Fees for Planning and Development Department Services.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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Estimated Starting Time: N/A

4. Fee Proposals - Development Services and Transportation Engineering. (D-All)
  - A. Resolution of Findings Concerning New and Revised Fees for Public Works Department, Engineering and Transportation Divisions.
  - B. Resolution Amending the City of Sacramento Fee and Charge Report for the Department of Public Works, Engineering and Transportation Divisions.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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Estimated Starting Time: N/A

5. Fire Inspection Fees. (D-All)

- A. Resolution Amending the City of Sacramento Fee and Charge Report to Establish Fees for Fire Department Services.

RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL

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Estimated Starting Time: N/A

6. Quimby Ordinance Revisions. (D-All)

- A. Ordinance Amending Sections 40.1301, 40.1304, 40.1306, 40.1311, and 40.1313 of the Sacramento City Code, and Repealing Section 40.1312 of the Sacramento City Code, Relating to Regulations for Dedication of Land, Payment of Fees, or Both, for Park and Recreation Purposes.

RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL

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Estimated Starting Time: N/A

7. Youth Sports Fields City-Wide Study. (D-All)

RECOMMENDATION OF STAFF: COMMITTEE INFORMATION

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Estimated Starting Time: N/A

8. McClatchy Park Improvements: Funding, Design, and Construction (LE56). (D5)

- A. Resolution of the Sacramento City Council Amending the FY 1990-91 Capital Improvement Budget to Include Funds Allocated from SHRA (\$466,425) and the McClatchy Family (\$425,000) to Fund Improvements at McClatchy Park and Waiving Additional Competitive Bidding and Awarding a Contract to Wenell Matteis Bowe, Inc. and Amending the 1990-91 CIP Budget.

RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL

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**Estimated Starting Time: N/A**

9. Contract Award to Wolf Mason Associates for Preparation of the City's Tree Management Master Plan. (D-All)

A. Resolution Authorizing the City Manager to Execute an Agreement for Consultant Services for Development of the City of Sacramento Tree Management Plan to Wolfe Mason Associates in an amount not to exceed \$105,000.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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**Estimated Starting Time: N/A**

10. Sacramento Zoo Group Picnic Facility - Grant Application. (D4)

A. Resolution Approving the Application for Land and Water Conservation Funds for the Sacramento Zoo Group Picnic Facility.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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**Estimated Starting Time: N/A**

11. Approval of Supplemental Agreement No. 1 for Consulting Services with Brown, Vence and Associates for Preparation of the Solid Waste Generation Study. (D-All)

A. Resolution Authorizing the City Manager to Execute Supplemental Agreement No. 1 with Brown, Vence and Associates (Council Agreement No. 91-029) for the Preparation of a Solid Waste Generation Study for a total amount not to exceed \$70,000.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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**Estimated Starting Time: N/A**

12. North Natomas Financing Plan. (D1)

**RECOMMENDATION OF STAFF: COMMITTEE INFORMATION**

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**Estimated Starting Time: N/A**

13. Developer Request related to the North Natomas Community Plan. (D1)

**RECOMMENDATION OF STAFF: COMMITTEE INFORMATION**

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**SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY**

**Estimated Starting Time: N/A**

14. Integrated Management Plan for the Southern Pacific Railyards Master Plan and the Richards Boulevard Specific Plan - Modified Planning Approach and Status Report. (D1)

A. City Resolution Approving Integrated Management Plan for Southern Pacific Railyards Master Plan and Richards Boulevard Specific Plan, Various Matters Regarding Related Contracts with EIP Associates and Shute, Mihaly and Weinberger and Related Master Agreement with the Redevelopment Agency of the City of Sacramento.

B. Agency Resolution Approving Integrated Management Plan for Southern Pacific Railyards Master Plan and Richards Boulevard Specific Plan, Related Budget Amendments, Related Master Agreement with the City of Sacramento and Related Amendment to Roma Design Group Contract.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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**Estimated Starting Time: N/A**

15. Establishing Just Compensation and Authorizing Negotiations with the Owner of Speedy Auto Tires located at 3503 Broadway. (D5)

A. Agency Resolution Approving Acquisition of 3503 Broadway; Just Compensation and Budget Amendment.

**RECOMMENDATION OF STAFF: RECOMMEND APPROVAL AND FORWARD TO COUNCIL**

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COMMITTEE MEMBERS: Mueller (Chair), Chinn, Fargo, Ferris, Kastanis, Pane, Robie, Serna

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\* Items with Starting Times of "N/A" are not time specific items and can be heard at any time during the hearing.

1. Verbal update by Ken Emanuels on the State Budget. (D-All)  
THERE WILL BE NO WRITTEN MATERIAL WITH THIS ITEM.

2. Various matters regarding the Proposed Five-Year Capital Improvement Program for 1991-96. (D-All)

A. Public Works (Continued)

**PLEASE BRING YOUR 1991-96 PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM BOOK TO THE MEETING.**



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DEPARTMENT OF  
PLANNING AND DEVELOPMENT

CITY OF SACRAMENTO  
CALIFORNIA

1231 I STREET  
SACRAMENTO, CA

ADMINISTRATION  
ROOM 300  
95814-2987  
916-449-5571

ECONOMIC DEVELOPMENT  
ROOM 300  
95814-2987  
916-449-1223

NUISANCE ABATEMENT  
ROOM 301  
95814-3982  
916-449-5948

April 24, 1991

Budget and Finance/Transportation and Community Development Committee  
Sacramento, California

Honorable Members in Session

**SUBJECT: PLANNING AND DEVELOPMENT FEES**

SUMMARY

The Planning and Development Department has completed a review of its fees and service delivery capabilities. This report includes fee recommendations necessary to achieve full cost recovery for fee related services.

BACKGROUND INFORMATION

Fees for user services provided by the Planning and Development Department were last updated in 1989. At that time, the fees were adjusted to achieve full revenue recovery for those departmental services performed for identified properties or individuals (ie; permit and application processing, inspection services and weed or nuisance abatement).

The combination of no fee increase in over two years, additional review requirements placed on many activities and the current construction recession have left departmental revenue significantly under the recovery goals. In the 1989-90 fiscal year revenue was \$1.2 million under the recovery goal. This fiscal year the shortfall is anticipated to be \$1.4 million, even with significant expenditure reductions in response to the drop in workload. If no fee adjustments are made, the shortfall is expected to exceed \$2 million in the 1991-92 fiscal year. (See Exhibit "A").

The 1989-90 and current year shortfalls have been primarily offset by General Fund support (revenue from sources other than departmental fees). With the General Fund outlook for next fiscal year, it is recommended that funds not be made available for this purpose. Two other options remain to achieve a cost/revenue balance; 1) decreasing cost and services or 2) increasing fees.

The option of decreasing cost and service has been evaluated and the departmental budget recommendation for 1991-92 will include cost reductions in response to the decline in service demand. However, the achievement of a full cost/revenue balance will require a significant reduction in level of service. This reduction will increase processing times and inspection delays (overloads). It will also result in decreasing the scope of reviews and increasing appeals and legal challenges to departmental and city land use decisions. The Department is currently maintaining 28 vacant positions, which approximates the cuts that would be required if no fee increase is approved, and service levels are already eroding.

To avoid the continued erosion of service levels it is recommended that departmental fees be adjusted to a level that will allow the continuation of existing service goals. This fee level will allow the department to achieve cost recovery goals in all areas. The fee adjustments required to meet this goal are described below.

#### PROPOSED FEE ADJUSTMENTS

Based on the continued review of services and fees, it is recommended that new fees be established for some services which are currently provided without a fee and that most existing user fees be generally increased to achieve full cost recovery.

#### NEW FEES

New fees are recommended for the services listed below:

- Transportation System Management Plan
- Non-conforming use verification
- Infill development special permit
- Administrative review/Ordinance interpretation
- Annexations
- 65402 Review
- Staff Investigation and Research
- Development Agreements



FULL COST RECOVERY/EXISTING FEES

Listed below are the Department's major service activities and the rate of the proposed fee increase.

Commercial Plan Check	29%
Residential Plan Check	4%
Building Inspections	37%
Planning Application Review	96%

The proposed fees have been compared with other jurisdictions and have been found to be within the range charged by other agencies. Documentation of these comparisons by fee type is provided in Exhibit B.

The above mentioned fees reflect cost recovery of existing service levels only. The revenue provided from these fees will not fund any service or budget augmentations. The Department is continuing to address a reorganization and augmentation for the Planning Division and technology issues department wide. Additional fees or fee increases may be needed to implement these issues.

Appeal fees and Design Review and Preservation fees were not adjusted due to unresolved policy considerations. Future reports will be prepared on these specific fees to allow City Council consideration and action on these policy issues.

The Department and Budget Office have meet with representatives of the Builders' Exchange, Building Industry Association, Association of General Contractors, American Institute of Architects (Central Valley Chapter) over the past year to discuss the proposed fee adjustments.

POLICY CONSIDERATIONS

The fee proposal continues the policy adopted by the City Council of achieving full cost recovery for development related services.

MBE/WBE CONSIDERATIONS

Not applicable.

FINANCIAL INFORMATION

The proposed fees will generate approximately \$8,665,173 (See Exhibit A) in revenue, which is \$2,200,000 greater than the revenue projection utilizing current fees. This report makes no recommendations on departmental appropriation levels.

RECOMMENDATION

It is recommended that the Budget and Finance/Transportation and Community Development Committee receive testimony on the fee proposal and recommend adoption of the attached resolution to amend the fee and charge report for the Planning and Development Department.

RECOMMENDATION APPROVED:

APPROVED:

*Walter Sipe*  
\_\_\_\_\_  
FOR Jack R. Crist  
Deputy City Manager

*Robert Thomas*  
\_\_\_\_\_  
Robert Thomas, Acting Director  
Planning and Development Department

Contact Person to  
Answer Questions:

John Kreft  
Administrative Services Officer or  
(449-5930)

May 7, 1991  
All Districts

Nancy Killian  
Administrative Analyst II  
(449-5574)

**EXHIBIT A**

**PLANNING AND DEVELOPMENT**

**PROJECTED 1991-92 REVENUE AND COSTS**

April 15, 1991

<b>ORGANIZATION UNIT</b>	<b>PROGRAM COST</b>	<b>EXISTING FEES</b>	<b>PROPOSED FEES</b>	<b>GOAL</b>
ECONOMIC DEVELOPMENT	\$285,910	\$15,000	\$0	\$0
TOTAL PLANNING	\$3,174,104	\$652,229	\$1,218,880	\$1,234,506
TOTAL INSPECTIONS	\$5,876,185	\$4,528,928	\$5,876,185	\$5,876,185
NEIGHBORHOOD SERVICES	\$2,052,954	\$301,000	\$384,000	\$384,000
ENVIRONMENTAL SERVICES	\$1,233,227	\$937,660	\$1,186,108	\$1,048,243
<b>TOTAL DEPARTMENT</b>	<b>\$12,622,380</b>	<b>\$6,434,817</b>	<b>\$8,665,173</b>	<b>\$8,542,934</b>
<b>% RECOVERY</b>		<b>50.98%</b>	<b>68.65%</b>	<b>67.68%</b>

\*\* ENVIRONMENTAL SERVICES REVENUE INCREASE REFLECTS AN INCREASE IN BILLABLE HOURS, NOT AN INCREASE IN FEES.

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## EXHIBIT B

### FEE COMPARISON SUMMARY

Cost of Building Permit Fee including Plan Check, Electrical, Mechanical, Plumbing, Energy, and Strong Motion (excludes sewer-water connection fee, park fee, septic tank fee, construction tax, school impact, bedroom tax, traffic circulation tax, fire district fee, etc.)

OFFICE BUILDING 10,000 Sq. Ft.  
Type V-n spr. with air conditioning

City of Davis	\$7,518
Sacramento County	6,106
City of Sacramento	5,942
Santa Clara County	4,832
City of Stockton	4,816
Placer County	4,784
City of Folsom	4,535
San Joaquin County	4,233
El Dorado County	4,148
City of Roseville	4,025
Sacramento (current)	4,018
Contra Costa County	2,982
Yolo County	2,910

SINGLE FAMILY DWELLING  
1400 Sq. Ft. with 450 Sq. Ft. Garage

Santa Clara County	\$1,393
City of Roseville	1,252
City of Stockton	1,248
Yolo County	1,200
San Joaquin County	1,117
City of Sacramento	903 - 1,031
City of Davis	875
Contra Costa County	864
City of Folsom	820
Sacramento (current)	735
Placer County	663
El Dorado County	603
Sacramento County	572

FEE COMPARISON SUMMARY

**GENERAL PLAN AMENDMENT**

Yolo County	6555
San Jose	5000
Sacramento County	4530
City of Sacramento	4330
Folsom	3000
San Joaquin County	2425
Placer County	1865
Woodland	1485
Davis	1350
Sacramento (current)	1315
Stockton	1100
Alameda	1000
Long Beach	630
Roseville	300

**TENTATIVE MAPS**

Sacramento County	3570
San Joaquin County	3170
Folsom	2500
City of Sacramento	2345
Oakland	2344
San Jose	2100
Long Beach	1570
Woodland	1350
Davis	1094
Sacramento(current)	1085
Yolo County	746
Placer County	715
Stockton	550
Roseville	500
Alameda	400

**REZONES**

San Jose	8100
Sacramento County	4100
City of Sacramento	4020
San Joaquin County	2300
Yolo County	2242
Folsom	2000
Davis	2000
Placer County	1585
Sacramento(current)	1375
Woodland	1270
Oakland	1269
Stockton	1100
Roseville	250
Alameda	250

**VARIANCES**

Sacramento County	2025
City of Sacramento	1795
San Joaquin County	1495
Davis	825
Sacramento(current)	810
Oakland	724
Yolo County	559
Stockton	550
San Jose	525
Long Beach	525
Placer County	520
Folsom	500
Woodland	393
Alameda	300
Roseville	200

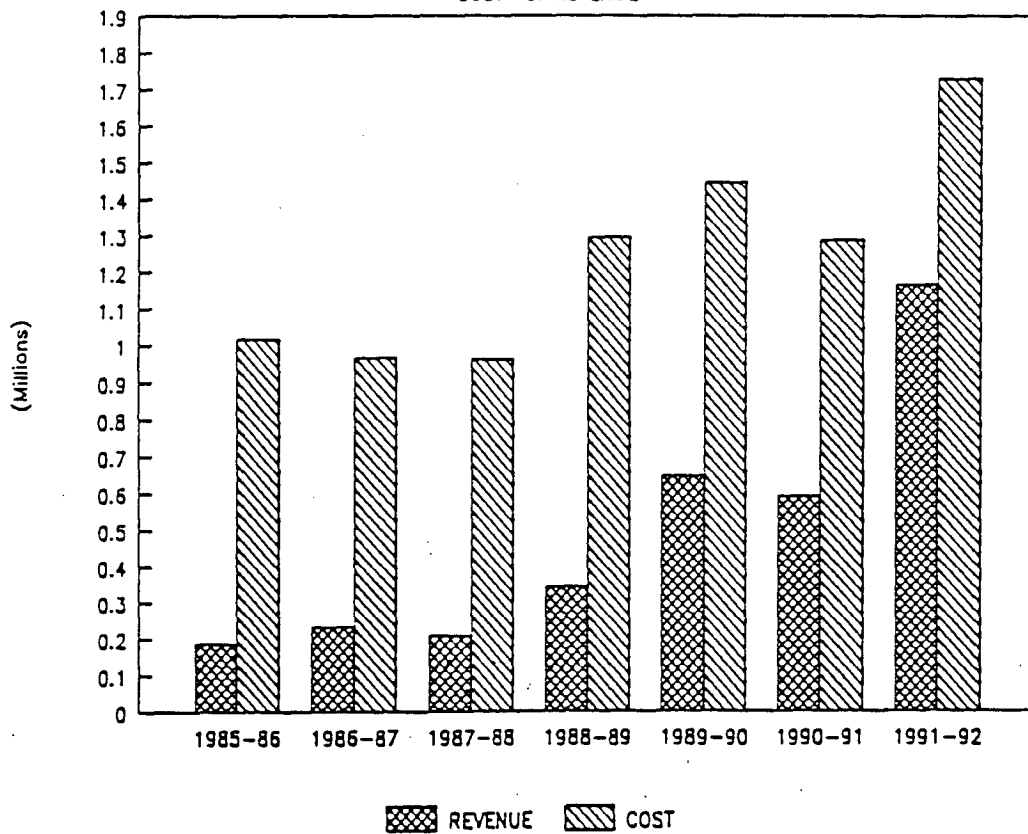
# EXHIBIT C

## CURRENT PLANNING

FISCAL YEAR	PROGRAM COST	COST RECOVERY GOAL	REVENUE	GENERAL FUND SUPPORT
1985-86	\$1,017,564	\$814,051	\$185,936	\$831,628
1986-87	967,885	774,308	231,673	736,212
1987-88	961,800	769,440	208,000	753,800
1988-89	1,296,192	1,036,954	343,354	952,838
1989-90	1,445,277	1,156,222	647,608	797,669
1990-91	1,286,981	1,029,585	590,000	696,981
1991-92	1,730,037	1,195,641	1,165,880	564,157
AVERAGE	\$1,243,677	\$968,029	\$481,779	\$761,898

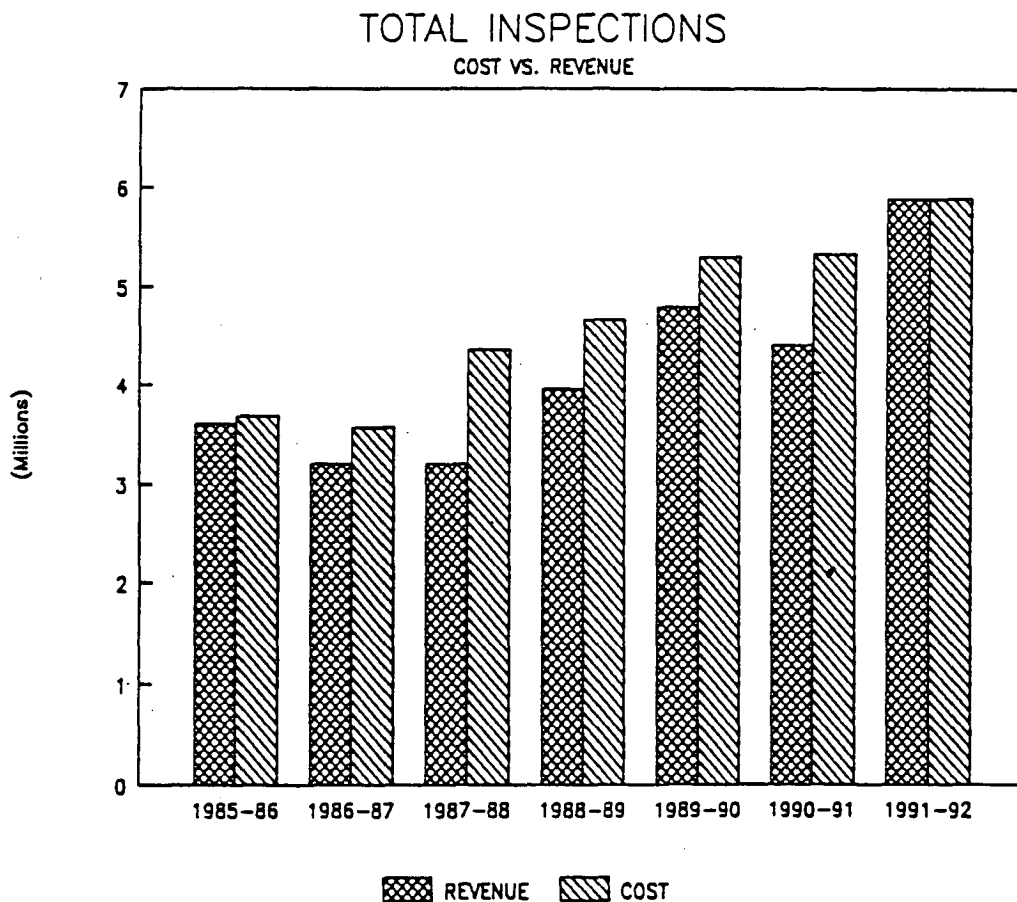
## CURRENT PLANNING

COST VS. REVENUE



# TOTAL INSPECTIONS

FISCAL YEAR	REVENUE	COST	INCOME % OF COST
1985-86	\$3,607,868	\$3,680,283	98.0%
1986-87	3,202,220	3,567,524	89.8%
1987-88	3,206,092	4,353,255	73.6%
1988-89	3,954,800	4,659,806	84.9%
1989-90	4,787,219	5,293,477	90.4%
1990-91	4,406,000	5,328,136	82.7%
1991-92	5,876,185	5,876,185	100.0%
<b>AVERAGE</b>	<b>\$4,148,626</b>	<b>\$4,679,809</b>	<b>88.6%</b>

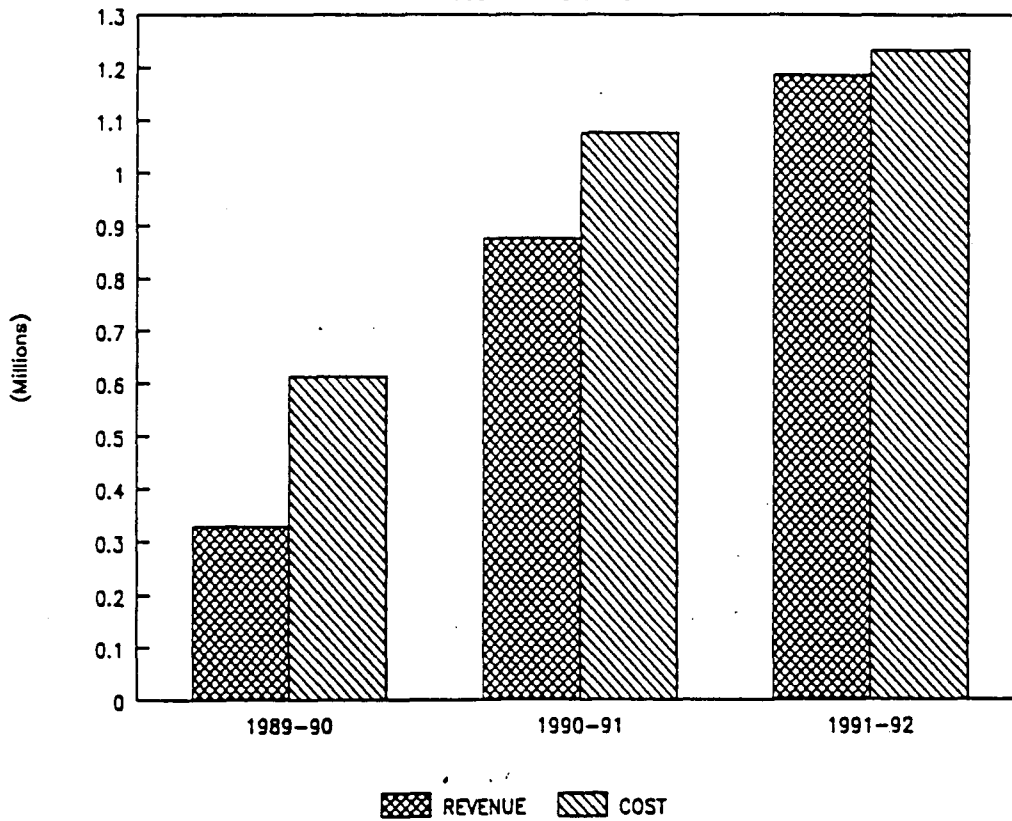


# ENVIRONMENTAL SERVICES DIVISION

FISCAL YEAR	PROGRAM COST	COST RECOVERY GOAL	REVENUE	GENERAL FUND SUPPORT
1989-90	\$613,533	\$521,503	\$328,765	\$284,768
1990-91	1,075,327	914,028	875,000	200,327
1991-92	1,233,277	1,048,285	1,186,108	47,169
AVERAGE	\$974,046	\$827,939	\$796,624	\$177,421

## ENVIRONMENTAL SERVICES

COST VS. REVENUE





## BUILDING PERMIT FEES

VALUATION	PROPOSED FEE	EXISTING FEE
\$500	\$29	\$27
\$10,000	\$249	\$194
\$20,000	\$366	\$241
\$30,000	\$446	\$291
\$40,000	\$525	\$341
\$50,000	\$607	\$398
\$60,000	\$672	\$439
\$70,000	\$737	\$480
\$80,000	\$802	\$518
\$90,000	\$867	\$554
\$100,000	\$926	\$589
\$200,000	\$1,518	\$999
\$300,000	\$2,110	\$1,409
\$400,000	\$2,703	\$1,819
\$500,000	\$3,295	\$2,229
\$600,000	\$3,887	\$2,639
\$700,000	\$4,480	\$3,049
\$800,000	\$5,072	\$3,459
\$900,000	\$5,665	\$3,869
\$1,000,000	\$6,257	\$4,279
\$2,000,000	\$12,181	\$8,379
\$3,000,000	\$18,104	\$12,479
\$4,000,000	\$22,302	\$16,579
\$5,000,000	\$27,802	\$20,679

# COMMERCIAL PLAN CHECK

VALUATION	PROPOSED FEE	EXISTING FEE
\$500	\$26	\$24
\$10,000	\$196	\$173
\$20,000	\$286	\$209
\$30,000	\$349	\$254
\$40,000	\$412	\$304
\$50,000	\$477	\$354
\$60,000	\$529	\$391
\$70,000	\$581	\$428
\$80,000	\$633	\$461
\$90,000	\$685	\$493
\$100,000	\$732	\$525
\$200,000	\$1,204	\$889
\$300,000	\$1,677	\$1,253
\$400,000	\$2,149	\$1,617
\$500,000	\$2,622	\$1,981
\$600,000	\$3,094	\$2,345
\$700,000	\$3,567	\$2,709
\$800,000	\$4,039	\$3,073
\$900,000	\$4,512	\$3,437
\$1,000,000	\$4,984	\$3,801
\$2,000,000	\$9,709	\$7,441
\$3,000,000	\$14,434	\$11,081
\$4,000,000	\$18,424	\$14,721
\$5,000,000	\$22,414	\$18,361

	CURRENT FEE	PROPOSED FEE
GENERAL PLAN AMENDMENT	1315	4330
COMMUNITY PLAN AMENDMENT	1315	3540
REZONE/PREZONE	1375	4020
FAST TRACK-PC	950	1500
FAST TRACK-CC	950	1940
TENTATIVE MAP	1085	2570
SUBDIVISION MODIFICATION	70	160
LOT LINE ADJUSTMENT	420	695
POST SUBDIV MODIFICATION	1015	1965
PLANNED UNIT DEVELOPMENT	1865	4020
AMEND PUD GUIDELINES	710	1795
AMEND PUD SCHEMATIC	1410	1595
PLAN COMM VARIANCE	810	1795
PLAN DIR VARIANCE	305	750
REVIEW DEVELOPMENT PLAN	930	1505
MAJOR PROJ. SPECIAL PERMIT	1675	2200
PUD SPECIAL PERMIT	1255	1525
PLAN COMM SPECIAL PERMIT	965	1650
CONDO CONVERSION	1895	3930
PLAN DIR SPECIAL PERMIT	253	750
PLAN DIR DEEP LOT PERMIT	495	750
TEMPORARY PARKING LOT	273	750
STREET/ALLEY ABANDONMENT	770	940
STREET NAME CHANGE	770	940
HOME OCCUPATION PERMIT	40	40
NON-CONFORMING USE	0	190
DEVELOPMENT AGREEMENT	0	3925
TIME EXTENSION-CC	750	850
PLAN COMM MODIFICATION	460	575
PLAN COMM TIME EXTENSION	170	575
PLAN DIR MODIFICATION	170	195
PLAN DIR TIME EXTENSION	170	195

**PROPOSED NEW FEES**

**INFILL DEVELOPMENT SPECIAL PERMIT**  
(25% less than established fee for each entitlement)

<b>ANNEXATIONS</b>	<b>3050</b>
<b>65402 REVIEW</b>	<b>940</b>
<b>STAFF REVIEW/ORDINANCE INTERPRETATION</b>	<b>140 + additional hours</b>
<b>STAFF INVESTIGATION AND RESEARCH</b>	<b>HOURLY CHARGE</b>
<b>TRANSPORTATION SYSTEM MANAGEMENT PLAN</b>	<b>1260 (560 TO PLANNING, 560 TO PUBLIC WORKS, 140 TO REGIONAL TRANSIT)</b>

The current minimum and proposed minimum fees include estimated planner cost. If planner hours exceed estimated hours, additional fees will be assessed at the rate of \$70 per hour prior to public hearing.

# RESOLUTION No.

Adopted by The Sacramento City Council on date of

RESOLUTION AMENDING THE CITY OF SACRAMENTO  
FEE AND CHARGE REPORT TO ESTABLISH FEES FOR  
PLANNING AND DEVELOPMENT DEPARTMENT SERVICES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:

1. The City of Sacramento Fee and Charge Report is hereby amended to include the new and increased fees as identified in Exhibits A through C.
2. Based on the information presented to it and upon all information in the public record, and in compliance with Public Resources Code Section 21080 (b) (8), the City Council finds:
  - a) The new and increased fees are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits;
  - b) The new and increased fees are for the purpose of purchasing or leasing supplies, equipment, or materials;
  - c) The new and increased fees are for the purpose of meeting financial reserved needs and requirements.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

EXHIBIT A

PLANNING AND DEVELOPMENT DEPARTMENT  
PLANNING DIVISION

I. ENVIRONMENTAL REVIEW

Environmental Review	\$ 150
EIR Consultant Selection	2,700
EIR Preparation	-Direct Billing
	Based on Cost (A)

ENTITLEMENTS

ENTITLEMENT & REVIEW  
PROCESSING

II. PLAN AMENDMENTS

General Plan Amendment	\$ 4330
Community Plan Amendment	3540

III. REZONING/PREZONING 4020 + \$10 a Parcel

IV. TENTATIVE MAPS

Fast Track Tentative Map - Planning Commission	1500 + \$10 a Parcel
Fast Track Tentative Map - City Council	1940 + \$10 a Parcel
Tentative Map	2570 + \$10 a Parcel
Subdivision Modification	160
Lot Line Adjustment	695
Post Subdivision Modification	1965 + \$10 a Parcel

PLANNING & DEVELOPMENT DEPARTMENT - PLANNING DIVISION

ENTITLEMENT & REVIEW  
PROCESSING

V. SPECIAL PERMITS

Major Project	\$ 2200	Deposit + Direct Cost (A)
PUD Special Permit	1525	Deposit + Direct Cost (A)
Planning Commission	1650	
Planning Director	750	
Director's Permit for Deep Lot Development	750	
Temporary Parking Lot	750	
Condominium Conversion	3930	Deposit + Direct Cost (A)
Infill Development Special Permit		25% less than established fee for each entitlement

VI. VARIANCES

Planning Commission	1795
Planning Director	750

VII. DEVELOPMENT PLAN REVIEW

R Review	1505
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ENTITLEMENT & REVIEW  
PROCESSING

**VIII. PLANNED UNIT DEVELOPMENT**

Planned Unit Development	\$ 4020
Amend PUD Guidelines	1795
Amend PUD Schematic	1595

**IX. MISCELLANEOUS**

Non-conforming Use	190
Street/Alley Abandonment	940
Street Name Change	940
Home Occupation Permits	40
Development Agreement	3925 Deposit + Direct Cost (A)
Annexations	3050 Deposit + Direct Cost (A)
65402 Review	940
Staff review/ordinance interpretation	140 Deposit +  Direct cost (A)
Staff investigation and research	70 per hour
Transportation System Management Plan	1260

**X. TIME EXTENSIONS & MODIFICATIONS**

Time Extension - Planning Director	195
- Planning Commission	575
- City Council	850
Modification - Planning Director	195
- Planning Commission	575



PLANNING & DEVELOPMENT DEPARTMENT - PLANNING DIVISION

ENTITLEMENT & REVIEW  
PROCESSING

XI. PRESERVATION REVIEW

Building Demolition	690
New Construction (Commercial and Apartments)	690
1 & 2 Family Units	170
Exterior Rehabilitation	305

XII. DESIGN REVIEW

New Construction	
Multi-Family	690
Commercial	690
Single Family	170
Rehabilitation	
Commercial (Public Hearing)	690
Commercial (Staff Approved)	205
Building Moves	170
Parking Lots	170

PLANNING & DEVELOPMENT DEPARTMENT - PLANNING DIVISION

REVIEW FEE

**XIII. APPEALS**

To Design Review Preservation Board	\$ 330
To Planning Commission	330
To City Council	
From Planning Commission	
Applicant Appeal	105
Third Party Appeal	60
From Environmental Coordinator	
Applicant Appeal	625
Third Party Appeal	40
From Design Review/Preservation Board	
Applicant Appeal	65
Third Party Appeal	40

**XIV. HOUSING TRUST FUND REQUIREMENTS**

Housing Trust Fund Fee Calculation	50
Housing Trust Fund Construction Alternative Certification	420

**XV. HOURLY FEES**

Planner Cost Per Hour	70
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NOTES:

- (A) EIR preparation and follow up costs on major special projects will be based on direct billing of planning hourly, consultant services and other cost. An advance deposit from the applicant will be required.
- (B) Hearing fees are included in the Entitlement Processing & Review Fee. They are Planning Commission (PC) - \$100; City Council (CC) - \$440; Subdivision Review Committee (SRC) - \$60; Design Review/Preservation Board (DR) - \$100.(Hearing Fees are not included in City Council Appeals Fees)
- (C) If planner hours exceed the established hours, additional fees will be assessed (at the hourly rate) prior to public hearing. (Additional hour charges will not be applied to City Council Third Party Appeals).
- (D) Entitlement requested after the project has been started or as a result of a city enforcement action shall be doubled fees.

EXHIBIT B

**BUILDING INSPECTION DIVISION**

**I. Building Permit Fees**

A. Building Permit Fees shall be based on the project valuation as determined by the Manager of the Building Inspections Division (Section 9.49 City Code)

B. The permit fees will be assessed based on the following table.

<u>MIN</u>	<u>MAX</u>	<u>BLDG PERMIT</u>	<u>MIN</u>	<u>MAX</u>	<u>BLDG PERMIT</u>
\$0	\$999	\$29	\$50,000	\$50,999	\$605
1,000	1,499	57	51,000	51,999	613
1,500	1,999	84	52,000	52,999	620
2,000	2,999	112	53,000	53,999	626
3,000	3,999	140	54,000	54,999	633
4,000	4,999	160	55,000	55,999	640
5,000	5,999	180	56,000	56,999	646
6,000	6,999	200	57,000	57,999	652
7,000	7,999	218	58,000	58,999	659
8,000	8,999	235	59,000	59,999	666
9,000	9,999	249	60,000	60,999	672
10,000	10,999	264	61,000	61,999	679
11,000	11,999	279	62,000	62,999	685
12,000	12,999	294	63,000	63,999	692
13,000	13,999	308	64,000	64,999	698
14,000	14,999	319	65,000	65,999	705
15,000	15,999	327	66,000	66,999	711
16,000	16,999	335	67,000	67,999	718
17,000	17,999	343	68,000	68,999	724
18,000	18,999	351	69,000	69,999	731
19,000	19,999	359	70,000	70,999	737
20,000	20,999	367	71,000	71,999	744
21,000	21,999	375	72,000	72,999	750
22,000	22,999	382	73,000	73,999	757
23,000	23,999	390	74,000	74,999	763
24,000	24,999	398	75,000	75,999	770
25,000	25,999	406	76,000	76,999	776
26,000	26,999	414	77,000	77,999	783
27,000	27,999	422	78,000	78,999	789
28,000	28,999	430	79,000	79,999	796
29,000	29,999	438	80,000	80,999	802
30,000	30,999	446	81,000	81,999	809

**Building Permit Fees (continued)**

<u>MIN</u>	<u>MAX</u>	<u>BLDG PERMIT</u>	<u>MIN</u>	<u>MAX</u>	<u>BLDG PERMIT</u>
31,000	31,999	454	82,000	82,999	815
32,000	32,999	462	83,000	83,999	822
33,000	33,999	470	84,000	84,999	828
34,000	34,999	478	85,000	85,999	835
35,000	35,999	486	86,000	86,999	841
36,000	36,999	494	87,000	87,999	848
37,000	37,999	502	88,000	88,999	854
38,000	38,999	509	89,000	89,999	861
39,000	39,999	517	90,000	90,999	868
40,000	40,999	525	91,000	91,999	874
41,000	41,999	533	92,000	92,999	881
42,000	42,999	541	93,000	93,999	887
43,000	43,999	549	94,000	94,999	894
44,000	44,999	557	95,000	95,999	900
45,000	45,999	565	96,000	96,999	907
46,000	46,999	573	97,000	97,999	913
47,000	47,999	581	98,000	98,999	920
48,000	48,999	589	99,000	99,999	926
49,000	49,999	597			

\* Valuation over \$100,000, multiply by \$.005924 for each dollar over \$100,000 and add \$926.  
 \*\* Valuation over 3,000,000 multiply by \$.0041 for each dollar over \$3,000,000 and add \$18,104.

- C. Housing Rehabilitation Program Projects - Construction projects identified by the Sacramento Housing and Redevelopment Agency as owner occupied, single family housing rehabilitation program projects are exempt from building permit fees. However, if work commences prior to obtaining the required permits, all fees and penalties shall be chargeable to the project. This provision does not exempt payment of any other fees associated with issuing the building permit.
- D. Residential Hot Water or Gas Stove or Range - The fee shall be \$16 for each unit installed.
- E. If work commenced prior to receiving a building permit, the building permit fee shall be quadrupled. If the permit fee is \$250 or above, the fee will be \$500 plus double the permit fee. If a residential hot water or gas stove or range is installed without an approved installment tag, the permit fee shall be \$84.

**II. Other Permits**

**A. Wrecking of Demolition Permit (includes sewer disconnect)**

- first story up to 5,000 sq. ft. in area \$105
- each additional 1,000 sq. ft. 10
- each story above first 50% of first story

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B. Moving Permit

- Moving a structure to a site inside the city boundaries - \$125 plus \$30 per hour
- The Director of Planning and Development may waive all or part of the moving permit fee for structures moved for governmental jurisdictions.

C. Site Improvement or Grading Permit

- Site permits will be based on the building permit fee schedule (Section I.B.) with valuation determined by the Manager of the Building Inspection Division.

III. Plan Check Fees

- A. Plan check fees shall be based on the project valuation as determined by the Manager of the Building Inspections Division (Section 9.49 City Code).
- B. Commercial Plan check fees will be assessed based on the following tables. The valuation for the structure and the site will be used to determine project valuation.

<u>MIN</u>	<u>MAX</u>	<u>PLAN CHECK</u>	<u>MIN</u>	<u>MAX</u>	<u>PLAN CHECK</u>
\$0	\$999	\$26	\$51,000	\$51,999	\$486
1,000	1,499	51	52,000	52,999	491
1,500	1,999	105	53,000	53,999	497
2,000	2,999	130	54,000	54,999	502
3,000	3,999	145	55,000	55,999	507
4,000	4,999	154	56,000	56,999	513
5,000	5,999	163	57,000	57,999	518
6,000	6,999	171	58,000	58,999	524
7,000	7,999	179	59,000	59,999	529
8,000	8,999	188	60,000	60,999	534
9,000	9,999	196	61,000	61,999	539
10,000	10,999	205	62,000	62,999	545
11,000	11,999	214	63,000	63,999	550
12,000	12,999	223	64,000	64,999	555
13,000	13,999	232	65,000	65,999	560
14,000	14,999	241	66,000	66,999	565
15,000	15,999	250	67,000	67,999	571
16,000	16,999	259	68,000	68,999	576
17,000	17,999	268	69,000	69,999	581
18,000	18,999	277	70,000	70,999	586
19,000	19,999	286	71,000	71,999	591
20,000	20,999	292	72,000	72,999	597
21,000	21,999	299	73,000	73,999	602
22,000	22,999	305	74,000	74,999	607
23,000	23,999	311	75,000	75,999	612
24,000	24,999	318	76,000	76,999	617
25,000	25,999	324	77,000	77,999	623

Commercial Plan Check Fees (continued)

<u>MIN</u>	<u>MAX</u>	<u>BLDG</u> <u>PERMIT</u>	<u>MIN</u>	<u>MAX</u>	<u>BLDG</u> <u>PERMIT</u>
26,000	26,999	330	78,000	78,999	628
27,000	27,999	336	79,000	79,999	633
28,000	28,999	343	80,000	80,999	638
29,000	29,999	349	81,000	81,999	643
30,000	30,999	355	82,000	82,999	649
31,000	31,999	362	83,000	83,999	654
32,000	32,999	368	84,000	84,999	659
33,000	33,999	374	85,000	85,999	664
34,000	34,999	381	86,000	86,999	669
35,000	35,999	387	87,000	87,999	675
36,000	36,999	393	88,000	88,999	680
37,000	37,999	399	89,000	89,999	685
38,000	38,999	406	90,000	90,999	690
39,000	39,999	412	91,000	91,999	695
40,000	40,999	419	92,000	92,999	700
41,000	41,999	425	93,000	93,999	704
42,000	42,999	431	94,000	94,999	709
43,000	43,999	438	95,000	95,999	714
44,000	44,999	444	96,000	96,999	718
45,000	45,999	451	97,000	97,999	723
46,000	46,999	457	98,000	98,999	728
47,000	47,999	463	99,000	99,999	728
48,000	48,999	470			
49,000	49,999	475			
50,000	50,999	481			

\* Valuation over \$100,000, multiply by \$.004725 for each dollar over \$100,000 and add \$732.  
 \*\* Valuation over 3,000,000 multiply by \$.0040 for each dollar over \$3,000,000 and add \$14,434.

C. Plan check fees for partial permits shall be:

Partial Permits	minimum \$200 plus 20% surcharge on portion of valuation covered by permit
Authorization to start work	\$55 plus \$1 per \$20,000 valuation

D. Plan Revision Review \$60 per hour, 1/2 hour minimum

E. Residential plan check fees will be assessed based on the following table. The masterplan unit fee will be charged to the second and subsequent units of the same model within a masterplan subdivision. The first unit of each model will pay the full fees.

<u>MIN</u>	<u>MAX</u>	<u>PLAN CHECK</u>	<u>MASTER PLANCHECK</u>
\$0	\$1,000	\$17	\$9
1,001	1,500	27	14
1,501	2,000	37	19
2,001	3,000	47	24
3,001	4,000	57	29
4,001	5,000	67	34
5,001	6,000	77	39
6,001	7,000	82	41
7,001	8,000	87	44
8,001	9,000	93	47
9,001	10,000	98	49
10,001	11,000	101	51
11,001	12,000	103	52
12,001	13,000	105	53
13,001	14,000	108	54
14,001	15,000	110	55
15,001	16,000	112	56
16,001	17,000	115	58
17,001	18,000	117	59
18,001	19,000	120	60
19,001	20,000	122	61
20,001	21,000	124	62
21,001	22,000	127	64
22,001	23,000	129	65
23,001	24,000	131	66
24,001	25,000	133	67
25,001	26,000	136	68
26,001	27,000	139	70
27,001	28,000	142	71
28,001	29,000	145	73
29,001	30,000	148	74
30,001	31,000	151	76
31,001	32,000	154	77
32,001	33,000	157	79
33,001	34,000	160	80
34,001	35,000	163	82
35,001	36,000	165	83
36,001	37,000	168	84
37,001	38,000	171	86
38,001	39,000	174	87
39,001	40,000	177	89
40,001	41,000	180	90
41,001	42,000	183	92
42,001	43,000	185	93
43,001	44,000	188	94
44,001	45,000	191	96
45,001	46,000	194	97
46,001	47,000	197	99

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Residential Plan Check Table (continued)

<u>MIN</u>	<u>MAX</u>	<u>PLAN CHECK</u>	<u>MASTER PLANCHER</u>
47,001	48,000	\$200	\$100
48,001	49,000	203	102
49,001	50,000	206	103
50,001	51,000	209	105
51,001	52,000	211	106
52,001	53,000	213	107
53,001	54,000	215	108
54,001	55,000	217	109
55,001	56,000	219	110
56,001	57,000	221	111
57,001	58,000	224	112
58,001	59,000	226	113
59,001	60,000	228	114
60,001	61,000	230	115
61,001	62,000	232	116
62,001	63,000	234	117
63,001	64,000	236	118
64,001	65,000	238	119
65,001	66,000	240	120
66,001	67,000	242	121
67,001	68,000	244	122
68,001	69,000	246	123
69,001	70,000	249	125
70,001	71,000	251	126
71,001	72,000	253	127
72,001	73,000	255	128
73,001	74,000	257	129
74,001	75,000	259	130
75,001	76,000	261	131
76,001	77,000	263	132
77,001	78,000	265	133
78,001	79,000	267	134
79,001	80,000	269	135
80,001	81,000	271	136
81,001	82,000	273	137
82,001	83,000	275	138
83,001	84,000	277	139
84,001	85,000	279	140
85,001	86,000	281	141
86,001	87,000	283	142
87,001	88,000	285	143
88,001	89,000	287	144
89,001	90,000	289	145
90,001	91,000	291	146
91,001	92,000	293	147
92,001	93,000	295	148
93,001	94,000	297	149
94,001	95,000	299	150
95,001	96,000	301	151
96,001	97,000	303	152
97,001	98,000	305	153
98,001	99,000	307	154
99,001	100,000	309	155

Plan Check Fee for valuation over \$100,000 is \$309 plus \$1.664 for each \$1,000 valuation over \$100,000.

Master Plan Check Fee for valuation over \$100,000 is \$155 plus \$0.832 for each \$1,000 valuation over \$100,000.

- F. Flood Plain Screening and Mitigation Plan Check \$15 minimum, \$60 per hour
- G. School Impact Processing Fee \$15 minimum, \$60 per hour
- H. Hazardous Materials Review Processing \$15 minimum, \$60 per hour
- I. Address Assignment \$15 minimum, \$60 per hour

**IV. Inspections**

- A. Code Compliance Inspection of Residential Units \$125 per unit
- B. Reinspection Fee \$75 per unit
- C. Overtime Inspections \$120 minimum, \$60 per hour
- D. Authorization to Start Work Inspection \$58 plus \$1 per \$20,000 valuation

**V. Other Fees**

- A. Occupancy Certificates
  - Temporary Occupancy Certificates \$50 plus \$1 per \$20,000 valuation
  - Conditional Occupancy Certificates \$500
- B. Replacement Cards \$20
- C. Replacement Plans \$60 per hour plus duplicating cost
- D. Residential Resale Energy Audit Processing \$10
- E. Permit Processing Fee \$17  
For all permits that do not require a plan check,  
fee may be reduced 50% for multiple permit processing.
- F. Competency Certification  
Certificate of Plumbing Trainees
  - Application Fee \$30
  - Duplicate Certificate 5

**Certificate of Journey-Level Plumbers**

- Application fee with Testing Charge \$40
- Re-Examination Fee 40
- Duplicate Certificate 5
- Renewal Fee 20

**G. Permit Research**

Minimum Fee	\$10
Hourly Charge	20
Microfilm Copies	\$2 EA
Permit Viewing (yellow copy)	10

**VI. Appeals**

- A. Appeal to Construction Code Advisory Appeal Board \$200
- B. Appeal to Handicapped Access Advisory and Appeal Board 200

**VII. Refund Service Charges**

- A. Residential Permit \$25
- B. Commercial Permit 45

EXHIBIT C

PLANNING AND DEVELOPMENT DEPARTMENT  
NEIGHBORHOOD SERVICES DIVISION

I. SIGN PERMITS

<u>VALUATION</u>	<u>PERMIT FEE</u>
\$ 1 - 50	\$ 30.00
51 - 500	30.00
501 - 1,000	50.00
1,001 - 1,500	90.00
1,501 - 2,000	90.00
2,001 - 3,000	130.00
3,001 - 4,000	170.00
4,001 - 5,000	210.00
5,001 - 6,000	250.00
6,001 - 7,000	290.00
7,001 - 8,000	330.00
8,001 - 9,000	370.00
9,001 - 10,000	410.00
10,001 - AND UP	410.00+
	\$40 PER THOUSAND OVER \$10,000

\*VALUATION BASED ON PREVAILING INDUSTRY COST STANDARDS.

\*MULTIPLE SIGN DISCOUNT. When more than two sign applications are received for a site, the following discount shall be granted. The first two sign applications will be full fees, and each additional sign will receive a discount of half the normal permit fee. This discount will be given only when all applications are received at the same time, and will not be allowed when the signs are erected prior to permit issuance.

\*Sign permit fee is quadrupled if sign is installed prior to obtaining a permit. For permits over \$250 the fee will be \$500 plus double the permit value.

\*A service charge of \$15 per sign will be deducted from all sign permit refunds.

Sign application processing fee is \$100.00 per sign.

All city abatement cost will be charged if a sign is removed by the City.

PLANNING & DEVELOPMENT DEPARTMENT - PLANNING DIVISION

**II. WEED ABATEMENT**

\$52.00 (administrative fee) per lot + cost of abatement

**III. ABANDONED VEHICLE ABATEMENT**

Administrative fee + towing charge      \$100.00