

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

Effective July 1, 2021

<u>DESCRIPTION</u>	<u>Fee</u>	
BUILDING PERMIT	0.80%	of construction valuation ¹
Includes Sign and Demolition Permits	\$ 167	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	\$ 167	Expired Permits requiring 1 inspection for final
Temporary Occupancy Permit	\$ 254	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
	\$ 208	for Residential under \$100,000.00: per hour, 2 hour minimum
Approved Resubmittals and/or changes to approved plans, including deferred submittals		
In house	\$ 208	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	\$ 167	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	\$ 450	
Over 15 kW	\$ 450	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 CONNECTION		
Residential Dwellings	\$ 1,499	per single family dwelling equivalent (SFDE) ⁵
All Others Uses	\$ 298	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

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GRADING PERMIT		
Grading Permit	1%	of construction valuation ¹
Plan Review of Grading Permits	65%	of Grading Permit Fee
	\$ 140	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.		
	\$ 154	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)		
Certified Access Specialist Inspections (CASp)	\$ 191	each infraction
Inspections	\$ 162	per hour or consultant costs ⁴
Inspection for Reconnection of Utilities	\$ 140	per request
Pre-Plan check prior to permit application (2 hr minimum)	\$ 192	per hour
Pre-Construction Meeting Consultation (2 hr minimum)	\$ 192	per hour
Special Inspection recognition list or (Renewal)	\$ 192	per request
Building Occupancy Resumption Program Recognition Requests	\$ 304	per request
Building Occupancy Resumption Program Recognition Renewals	\$ 192	per request
Alternate Methods and Materials Request	\$ 208	per hour
Temporary Certificate of Occupancy Requests	\$ 304	per request
Certificate of Occupancy Requests	\$ 304	per request
Gas/Electrical Meter Release	\$ 293	per request
Assigned Property/Business Address	\$ 140	per request
Plans Copy Request (except counter review)	\$ 140	per request
FIRE DEPARTMENT FEES		
Charge per current Fire Department Fee Schedule		
SCHOOL FEES (effective January 17, 2021 per EUSD)²		
Commercial	\$ 0.66	per square foot
Residential (500 sq. ft. or more)	\$ 4.08	per square foot
Self Storage	\$ 0.07	per square foot
Live/Work	\$ 2.37	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

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DESCRIPTION

Fee

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

⁵ "Single Family Dwelling Equivalent" (SFDE) is defined in Emeryville Municipal Code Section 7-8.305 as follows: "Each single-family living unit in a multiple-family dwelling, apartment house, condominium, or any other multiple-family structure shall be considered one (1) SFDE, except units which contain two (2) rooms or less or one (1) bedroom or less. Each living unit which contains one (1) bedroom or less or not more than two (2) rooms total shall be considered a one-half (1/2) SFDE."

**City of Emeryville
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Planning**

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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	\$	77
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	\$	77
Emeryville Design Guidelines	\$	77
Sustainable Transportation Plan	\$	15
Sustainable Transportation Background Report	\$	106
Pedestrian and Bicycle Plan	\$	116
Pedestrian and Bicycle Plan Appendices	\$	93
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	\$	455 * + 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	\$	575 *
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]	\$5,000 Deposit
All other	At cost, charged per formula [3]	\$3,000 Deposit
<u>Temporary Use Permits</u>		
	\$	575 *
<u>Exceptions to Standards</u> [4]		
	\$	575 *
<u>Variances</u> [4]		
	At cost, charged per formula [3]	\$1,000 Deposit

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<u>DESCRIPTION</u>	<u>Fee</u>	
<u>Design Review, including Signs</u> [4]		
Minor Design Review for Signs	\$ 575 *	
Major Design Review for Signs	At cost, charged per formula [3]	\$1,000 Deposit
Master Sign Programs	At cost, charged per formula [3]	\$3,000 Deposit
Individual signs under Master Sign Programs	\$ 345 *	zoning compliance review
Temporary Signs	\$ 228 *	
All Other Minor Design Review:	\$ 575 *	
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	\$ 1,143	
Lot Line Adjustments	\$ 1,143	
Parcel Mergers	\$ 1,143	
Certificate of Compliance	\$ 1,143	
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	\$ 393	
Major/Minor Subdivisions (10 parcels or less)	\$ 1,578	
Major/Minor Subdivisions (more than 10 parcels)	\$ 3,952	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	\$ 97	
<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	\$ 2,480.25	
Environmental Impact Report (EIR)	\$ 3,445.25	

These fees are set by the California Department of Fish & Game and increase every January 1. They will go up again on 1/1/22.

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<u>DESCRIPTION</u>	<u>Fee</u>
Administrative Fees	
Appeals	
to Planning Commission	\$ 100
to City Council	\$ 200
Time Extensions (Permit Applications)	
If Granted Administratively	\$ 393 *
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	\$ 455 *
Amendments to conditions of approval by Planning Commission or City Council	
Any project that was originally flat fee	\$ 1,143 *
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	\$ 1,382
In Lieu Fees	
Open Space, pursuant to EMC Section 9-4.303(a)(3)b	\$ 228 Per square foot of required open 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
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.
- [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