



**CITY OF NOVATO**  
CALIFORNIA

**BEFORE AND AFTER ILLUSTRATION OF FEES**

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

| Activity Description  | Current Fee                  | Proposed Fee                 | Percent Change | Note |
|---|------------------------------|------------------------------|----------------|------|
| 1 Permit Issuance Fee   | \$75                         | \$75                         | 0.00%          |      |
| 2 General Plan Maintenance Fee (% of permit fee)                            | 10%                          | 10%                          | 0.00%          |      |
| 3 Technology Fee (% of permit fee)  | 10%                          | 10%                          | 0.00%          |      |
| 4 Strong Motion Instrumentation (SMI) Fee Calculation                       |                              |                              | 0.00%          |      |
| a) Residential  | \$0.50 or valuation x .00013 | \$0.50 or valuation x .00013 | 0.00%          |      |
| b) Commercial   | \$0.50 or valuation x .00028 | \$0.50 or valuation x .00028 | 0.00%          |      |
| 5 Building Standards (SB 1473) Fee Calculation (Valuation)                  |                              |                              | 0.00%          |      |
| a) \$1 - \$25,000   | \$1                          | \$1                          | 0.00%          |      |
| b) \$25,001 - \$50,000  | \$2                          | \$2                          | 0.00%          |      |
| c) \$50,001 - \$75,000  | \$3                          | \$3                          | 0.00%          |      |
| d) \$75,001 - \$100,000   | \$4                          | \$4                          | 0.00%          |      |
| e) Each Add'l \$25,000 or fraction thereof                                  | Add \$1                      | Add \$1                      | 0.00%          |      |
| 6 Temporary Certificate of Occupancy (per 30 Days)                          | \$269                        | \$269                        | 0.00%          |      |
| 7 Permit Extension  | \$180                        | \$180                        | 0.00%          |      |
| 8 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)               | \$269                        | \$269                        | 0.00%          |      |
| <b>Other Fees</b>   |                              |                              | 0.00%          |      |
| 9 Phased Inspection Fee (per inspection)                                    | \$90                         | \$90                         | 0.00%          |      |
| 10 After Hours Inspection (per hour) (2-hour minimum)                       | \$215                        | \$215                        | 0.00%          |      |
| 11 Call back or off day inspection (per hour) (4 hour minimum)              | -                            | \$215                        | 100%           |      |
| 12 Re-inspection Fee (2nd Time or More) (each)                              | \$90                         | \$90                         | 0.00%          | [a]  |
| 13 Missed inspection Fee  | \$90                         | \$90                         | 0.00%          |      |
| 14 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)         | \$90                         | \$90                         | 0.00%          |      |
| 15 Alternate Methods and Application Fee                                    | -                            | \$150                        | 100%           |      |
| <b>Pre- Application Assistance Request</b>                                  |                              |                              |                |      |
| 16 Pre- Application Meeting   |                              |                              |                | [c]  |
| a) First Meeting - (up to 1/2 hour)   | -                            | No Charge                    | 0.00%          | [c]  |
| b) Additional Meeting - (up to 1 hour)                                      | -                            | \$547                        | 100%           | [c]  |
| 17 Pre-Application Request for Information / Property Research (No Meeting) |                              |                              | 0.00%          | [d]  |
| a) First 1/2 hour   | -                            | No Charge                    | 0.00%          | [d]  |
| b) Each Additional Meeting - (1 hour minimum)                               | -                            | \$150                        | 100%           | [d]  |
| 18 Technical Advisory Committee Review                                      | N/A                          | \$1,346                      | 100%           |      |
| 19 Building Board of Appeals (BBA) Application Fee                          | N/A                          | \$150                        | 100%           |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

| Activity              | Description  | Current Fee         | Proposed Fee        | Percent Change | Note |
|-----------------------|--|---------------------|---------------------|----------------|------|
| <b>Violation Fees</b> |  |                     |                     |                |      |
| 20                    | Investigation Fee For Work Done Without Permits<br>(In addition to applicable permit fees) | equal to permit fee | equal to permit fee | 0.00%          |      |
| <b>Refunds</b>        |  |                     |                     |                |      |
| 21                    | Refunds  |                     |                     |                |      |
|                       | a) Fees Erroneously Paid or Collected by the City  | 100% refund         | 100% refund         | 0.00%          |      |
|                       | b) Refund of Plan Review Fees - Prior to Plan Review Commencing                            | up to 80% refund    | up to 80% refund    | 0.00%          |      |
|                       | c) Refund of Permit Fees - Prior to Inspection Commencing                                  | up to 80% refund    | up to 80% refund    | 0.00%          |      |
|                       | d) 180 Days After Payment of Fees  | no refund           | no refund           | 0.00%          |      |

[a] Reinspection fee applies after the first re-inspection.

[b] Exemption for minor permits, e.g. window replacements, reroofs, furnace, water heater.

[c] Intended to cover situations where prospective applicant requests a meeting with staff to discuss a project concept, applications process, development potential, etc.

[d] Intended to cover inquiries that go beyond simple requests for zoning, development standards, and application procedures.

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

| Activity Description   | Current Fee          | Proposed Fee               | Percent Change | Note |
|--|----------------------|----------------------------|----------------|------|
| 1 HVAC Change-Out - Residential  | \$135                | \$0                        | -100.00%       |      |
| a) Like for Like, Repair   | -                    | \$90                       | 100.00%        |      |
| b) Relocation, Same Location (Different Type), New A/C Unit                      | -                    | \$180                      | 100.00%        |      |
| c) HVAC Change Out - New   | -                    | \$240                      | 100.00%        |      |
| d) HVAC Change Out - Commercial  | -                    | See Permit Fee Table       | 100.00%        |      |
| 2 Residential Solar Photovoltaic System - Solar Permit                           |                      |                            |                |      |
| a) 15kW or less  | \$314                | \$314                      | 0.00%          |      |
| b) Above 15kW – base   | \$314                | \$314                      | 0.00%          |      |
| c) Above 15kW – per kW   | \$15                 | \$15                       | 0.00%          |      |
| 3 Commercial Solar Photovoltaic System - Solar Permit                            |                      |                            |                |      |
| a) 50kW or less  | \$1,000              | \$1,000                    | 0.00%          |      |
| b) 50kW – 250kW – Base   | \$1,000              | \$1,000                    | 0.00%          |      |
| c) 50kW – 250kW – per kW above 50kW  | \$7                  | \$7                        | 0.00%          |      |
| d) Above 250kW – base  | \$2,400              | \$2,400                    | 0.00%          |      |
| e) Above 250kW – per kW  | \$5                  | \$5                        | 0.00%          |      |
| 4 Service Panel Upgrade - Residential  | \$155                | \$155                      | 0.00%          |      |
| 5 Water Heater Changeout - Residential   | \$90                 | \$0                        | -100.00%       |      |
| a) Like for Like, Repair   | -                    | \$90                       | 100.00%        |      |
| b) Relocation (Like for Like), Tank to Tankless, Tank/tankless to Heat Pump, New | -                    | \$180                      | 100.00%        |      |
| c) Commercial  | -                    | \$240                      | 100.00%        |      |
| 6 Residential Re-Roof  |                      |                            |                |      |
| a) Up to 2,000 SF (Roof Area)  | \$269                | \$269                      | 0.00%          |      |
| b) Each Add'l 1,000 SF or fraction thereof                                       | \$90                 | \$90                       | 0.00%          |      |
| c) Commercial / multi-family   | -                    | See Permit Fee Table       | 100.00%        |      |
| 7 Temporary Power Pole   | \$90                 | \$90                       | 0.00%          |      |
| 8 SFR Window / Sliding Glass Door - Retrofit / Repair                            |                      |                            |                |      |
| a) Up to 5   | \$180                | \$180                      | 0.00%          |      |
| b) Over 5  | See Permit Fee Table | 180 + \$25 each additional | 100.00%        |      |
| c) Commercial / multi-family   | -                    | See Permit Fee Table       | 100.00%        |      |
| 9 Fence  | \$180                | \$180                      | 0.00%          |      |
| 10 Demolition  |                      |                            |                |      |
| a) Investigative Demolition  | -                    | \$150                      | 100.00%        |      |
| b) Minor Interior Demolition (500 sq. Ft or less)                                | -                    | \$250                      | 100.00%        |      |
| c) Major Demolition  | -                    | See Permit Fee Table       | 100.00%        |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

| Activity Description  | Current Fee                              | Proposed Fee                             | Percent Change | Note |
|---|--|--|----------------|------|
| <b>1 Plan Check Fees</b>  |  |  |                |      |
| a) Plan Review Fee, if applicable   | 80% of Building Permit Fee               | 80% of Building Permit Fee               | 0.00%          | [a]  |
| b) Phased Plan Check (when applicable)  | 1.5x full plan check fee for entire bldg | 1.5x full plan check fee for entire bldg | 0.00%          |      |
| ⇒ Expedited Plan Check - At Application Submittal (when applicable)                               | 1.5x standard plan check fee             | -  | -100.00%       |      |
| c) Expedited Plan Check - After Permit Issuance (when approved by CBO)                            | 2x Hourly Rate                           | 2x Hourly Rate                           | 0.00%          |      |
| d) Tract Home / Master Plan Units (Production Units)  | 25% of standard plan check fee           | 25% of standard plan check fee           | 0.00%          | [b]  |
| e) Alternate Materials and Materials Review or BBA (per hour) (1 hour minimum)                    | \$180                                    | \$180                                    | 0.00%          |      |
| f) Excess Plan Review Fee (3rd and subsequent) (per hour)   | \$180                                    | \$180                                    | 0.00%          |      |
| g) Revisions of Approved Plans  | Hourly                                   | Hourly                                   | 0.00%          |      |
| h) Minor Plan Review  | -  | \$150                                    | 100.00%        |      |
| i) Minimum Plan Review Fee  | -  | \$75                                     | 100.00%        |      |
| j) Flood Zone Plan Review (Building Division)   | -  | 15% of PC Fee                            | 100.00%        |      |
| <b>2 Building Plan Check Fees - Planning<br/>(Fees Only Applied to Projects Requiring Review)</b> |  |  |                | [c]  |
| a) Zoning Clearance Verification  | \$112                                    | \$112                                    | 0.00%          |      |
| b) Planning Plan Check  |  |  |                |      |
| i) Alterations/Additions - Residential  | \$281                                    | \$281                                    | 0.00%          |      |
| ii) New Construction - Single Family Residential  | \$505                                    | \$505                                    | 0.00%          |      |
| iii) New Construction - 2-4 Residential Units   | \$954                                    | \$954                                    | 0.00%          |      |
| iv) New Construction - 5+ Residential Units   | \$2,469                                  | \$2,469                                  | 0.00%          |      |
| v) New Construction - Non-Residential   | \$954                                    | \$954                                    | 0.00%          |      |

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## BEFORE AND AFTER ILLUSTRATION - BUILDING FEES

| Activity Description  | Current Fee  | Proposed Fee | Percent Change | Note |
|---|--------------|--------------|----------------|------|
| vi) Alterations/Additions - Non-Residential   | \$505        | \$505        | 0.00%          |      |
| <b>3 Building Plan Check Fees - Public Works Engineering<br/>(Fees Only Applied to Projects Requiring Review)</b> |              |              |                | [c]  |
| a) Swimming Pool  | \$201        | \$201        | 0.00%          |      |
| b) Block Wall   | \$101        | \$101        | 0.00%          |      |
| c) Fence  | \$101        | \$101        | 0.00%          |      |
| d) Sign   | \$101        | \$101        | 0.00%          |      |
| e) Alterations/Additions - Residential  | \$151        | \$151        | 0.00%          |      |
| f) New Construction - Single Family Residential   | \$403        | \$403        | 0.00%          |      |
| g) New Construction - 2-4 Residential Units   | \$604        | \$604        | 0.00%          |      |
| h) New Construction - 5+ Residential Units  | \$1,209      | \$1,209      | 0.00%          |      |
| i) New Construction - Non-Residential   | \$806        | \$806        | 0.00%          |      |
| j) Alterations/Additions - Non-Residential  | \$201        | \$201        | 0.00%          |      |
| k) Permits / Plan checks not listed above   | See footnote | See footnote | 0.00%          | [d]  |

When applicable, plan check fees shall be paid at the time of application for a building permit.  
The plan checking fee is in addition to the building permit fee.

[a] Includes up to two plan checks. The City's Chief Building Official has authority to bill hourly for additional plan review required beyond the two initial plan checks. The hourly rate is the fee charged for each additional hour of plan review beyond the standard allowance.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

[c] Fees in the underlying category include one plan check. After that hourly rates apply.

[d] Engineer/technician to determine hours and applicable fee at time of application.

# City of Novato

## MASTER FEE SCHEDULE - BUILDING FEES

### Determination of Valuation for Fee-Setting Purposes

• Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

**Note: For construction projects with permit fees calculated using Section D, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.**

### D. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Mechanical, Electrical, and/or Plumbing Permits Not Identified Elsewhere in This Fee Schedule

| Total Valuation          | Current Permit Fee |                           |  |
|--------------------------|--------------------|---------------------------|--|
| \$1 to \$2,000           | \$179.00           |                           |  |
| \$2,001 to \$25,000      | \$179.00           | for the first \$2,000     | plus \$21.48 for each add'l \$1,000 or fraction thereof, to and including \$25,000   |
| \$25,001 to \$50,000     | \$673.00           | for the first \$25,000    | plus \$19.76 for each add'l \$1,000 or fraction thereof, to and including \$50,000   |
| \$50,001 to \$100,000    | \$1,167.00         | for the first \$50,000    | plus \$12.56 for each add'l \$1,000 or fraction thereof, to and including \$100,000  |
| \$100,001 to \$500,000   | \$1,795.00         | for the first \$100,000   | plus \$9.88 for each add'l \$1,000 or fraction thereof, to and including \$500,000   |
| \$500,001 to \$1,000,000 | \$5,745.00         | for the first \$500,000   | plus \$8.62 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000 |
| \$1,000,001 and up       | \$10,054.00        | for the first \$1,000,000 | plus \$5.17 for each additional \$1,000 or fraction thereof over \$1,000,000         |

For permits for new construction, additions, tenant improvements or residential remodels requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

**Plumbing inspection fees = Base permit fee x .10**

**Electrical inspection fees = Base permit fee x .10**

**Mechanical inspection fees = Base permit fee x .10**

# City of Novato

## MASTER FEE SCHEDULE - BUILDING FEES

### Determination of Valuation for Fee-Setting Purposes

Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show a signed construction contract detailing all project cost sufficient to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data in the City's current Building Valuation Policy table or other published building construction costs. The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

**Note: For construction projects with permit fees calculated using Section D, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.**

### D. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Mechanical, Electrical, and/or Plumbing Permits Not Identified Elsewhere in This Fee Schedule

| Total Valuation          | Proposed Permit Fee |                           |              |  |
|--------------------------|---------------------|---------------------------|--------------|--|
| \$1 to \$2,000           | \$179.00            |                           |              |  |
| \$2,001 to \$25,000      | \$179.00            | for the first \$2,000     | plus \$21.48 | for each add'l \$1,000 or fraction thereof, to and including \$25,000    |
| \$25,001 to \$50,000     | \$673.00            | for the first \$25,000    | plus \$19.76 | for each add'l \$1,000 or fraction thereof, to and including \$50,000    |
| \$50,001 to \$100,000    | \$1,167.00          | for the first \$50,000    | plus \$12.56 | for each add'l \$1,000 or fraction thereof, to and including \$100,000   |
| \$100,001 to \$500,000   | \$1,795.00          | for the first \$100,000   | plus \$9.88  | for each add'l \$1,000 or fraction thereof, to and including \$500,000   |
| \$500,001 to \$1,000,000 | \$5,745.00          | for the first \$500,000   | plus \$8.62  | for each add'l \$1,000 or fraction thereof, to and including \$1,000,000 |
| \$1,000,001 and up       | \$10,054.00         | for the first \$1,000,000 | plus \$5.17  | for each additional \$1,000 or fraction thereof over \$1,000,000         |

For permits for new construction, additions, tenant improvements or residential remodels requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

**Plumbing inspection fees = Base permit fee x .10**

**Electrical inspection fees = Base permit fee x .10**

**Mechanical inspection fees = Base permit fee x .10**



# City of Novato

## BEFORE AND AFTER ILLUSTRATION - CODE ENFORCEMENT FEES

| Activity Description  | Current Fee  | Proposed Fee | Percent Change | Note    |
|---|--------------|--------------|----------------|---------|
| <b>1 Multi-Family and Hotel/Motel Inspections</b>   |              |              |                |         |
| a) Apartment Complexes, Hotels/Motels of 3-5 Units/Rooms  | \$328        | \$328        | 0.00%          |         |
| b) Each Additional Apartment Unit Over 5  | \$12         | \$12         | 0.00%          |         |
| c) Each Additional Hotel/Motel Room Over 5  | \$8          | \$8          | 0.00%          |         |
| <b>2 Massage Establishment Inspection Fees (per Inspection; per Background Investigation)</b>   | \$109        | \$109        | 0.00%          |         |
| <b>3 Vehicle Abatements by the City (Each Vehicle)</b>  | \$241        | \$241        | 0.00%          | [a],[b] |
| <b>4 Remedy violations of any chapter of the Novato Municipal Code requiring (1) order of abatement by the Housing and Building Codes Appeal Board or the City Council, (2) an inspection or seizure warrant, (3) a posting of an order designating the property as unsafe to occupy and/or (4) the commencement of civil litigation proceedings (Each Case).</b> | \$1,548      | \$1,548      | 0.00%          |         |
| <b>5 Cost of abatement in addition to code enforcement staff and associated indirect costs, including but not limited to labor, equipment, private contractor, materials, materials storage, and all other costs reasonably necessary to abate the nuisance (Each Case).</b>  | Actual Costs | Actual Costs | 0.00%          |         |
| <b>6 Costs to process and file lien for fees due for nonpayment</b>   | Actual Costs | Actual Costs | 0.00%          |         |
| <b>7 Appeal</b>   |              |              |                |         |
| a) Appeal to Housing, Zoning and Building Codes Appeals Board   | \$130        | \$130        | 0.00%          | [c]     |
| b) Appeal to City Council of Housing, Zoning and Building Codes Appeals Board Decision  | \$130        | \$130        | 0.00%          | [d]     |
| <b>8 Hourly Rate for Code Enforcement Staff and Services Not Otherwise Listed in this Schedule (per hour)</b>   | \$171        | \$200        | 16.91%         |         |

[a] Public and private property, including street.

[b] For abandoned vehicles abated from the street, the last registered owner shall be responsible for the fee unless a more current owner is known. For abandoned vehicles abated from private property, the last registered owner shall be responsible for the fee unless a more current owner is known, or if the property owner gave permission to store the vehicle in violation of any City or State Code, then the property owner shall be responsible for the fee.

[c] Non-refundable fee required by applicant seeking a hearing before the Codes Advisory Board. In addition, the applicant will pay costs incurred for any required noticing and applicable code enforcement fees.

[d] Non-refundable fee required by applicant seeking to appeal before the City Council decision(s) previously appealed to the Novato Codes Advisory Board. In addition, the applicant will pay costs incurred for any required noticing and applicable code enforcement fees. Fee waivers may only be authorized by the City Council.

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - PLANNING FEES AND DEPOSITS

| Activity Description   | Current Initial Deposit | Current Fixed Fee | Proposed Initial Deposit | Proposed Fixed Fee | Percent Change | Note |
|--|-------------------------|-------------------|--------------------------|--------------------|----------------|------|
| <b>General Plan Amendment</b>                                    |                         |                   |                          |                    |                |      |
| 1 Land Use Map / Text Amendment                                  | \$8,900                 |                   | \$8,900                  |                    | 0.00%          |      |
| 2 Urban Growth Boundary Amendment / Waiver of Dual Annexation    | \$8,900                 |                   | \$8,900                  |                    | 0.00%          |      |
| <b>Zoning Amendments</b>   |                         |                   |                          |                    |                |      |
| 3 Zoning Map Amendment/Prezoning                                 | \$8,900                 |                   | \$8,900                  |                    | 0.00%          |      |
| 4 Zoning Text Amendment  | \$8,900                 |                   | \$8,900                  |                    | 0.00%          |      |
| 5 Master Plan / Amendment  | \$13,300                |                   | \$13,300                 |                    | 0.00%          |      |
| 6 Precise Development Plan / Amendment                           | \$13,300                |                   | \$13,300                 |                    | 0.00%          |      |
| 7 Precise Development Plan Amendment (Director Modification)     |                         | \$1,795           |                          | \$1,795            | 0.00%          |      |
| 8 Preliminary Application (Senate Bill 330)                      | -                       |                   |                          |                    | 100%           | [i]  |
| <b>Subdivision Actions</b>                                       |                         |                   |                          |                    |                |      |
| 9 Tentative Map (4 or Fewer Lots) / Amendment                    | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| 10 Tentative Map (5 or More Lots) / Amendment                    | \$6,600                 |                   | \$6,600                  |                    | 0.00%          |      |
| 11 Improvement Plans / Subdivision Improvement Agreement / CC&Rs |                         | \$2,244           |                          | \$2,244            | 0.00%          |      |
| 12 Map Time Extension  | \$2,100                 |                   | \$2,100                  |                    | 0.00%          |      |
| 13 Lot Line Adjustment   | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| Lot Merger   | \$2,500                 |                   | -                        |                    | -100%          |      |
| 14 Certificate of Compliance                                     | \$2,100                 |                   | \$2,100                  |                    | 0.00%          |      |
| 15 Vacation of Easements / Public Right-of-Way                   | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| 16 CC&R Amendments   | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| <b>Use Permits</b>   |                         |                   |                          |                    |                |      |
| 17 Use Permit - Major (Planning Commission)                      | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| 18 Use Permit - Minor (Zoning Administrator)                     | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| 19 Use Permit - Temporary (Zoning Administrator Hearing)         | \$1,700                 |                   | \$1,700                  |                    | 0.00%          |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - PLANNING FEES AND DEPOSITS

| Activity Description  | Current Initial Deposit | Current Fixed Fee | Proposed Initial Deposit | Proposed Fixed Fee | Percent Change | Note |
|---|-------------------------|-------------------|--------------------------|--------------------|----------------|------|
| 20 Use Permit - Temporary (ZA Action; No Notice; No Hearing)          |                         | \$898             |                          | \$898              | 0.00%          |      |
| <b>Variance</b>   |                         |                   |                          |                    |                |      |
| 21 Variance – <del>Major (Hearing Authority)</del>                    | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| 22 Variance – <del>Minor (Director)</del>                             | \$2,500                 |                   | -                        |                    | -100%          |      |
| <b>Design Review</b>  |                         |                   |                          |                    |                |      |
| 23 Design Review - Major Residential / Commercial (Hearing Authority) | \$5,500                 |                   | \$5,500                  |                    | 0.00%          |      |
| 24 Design Review - Minor Residential / Commercial (Director Review)   | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| 25 Signs - Minor (Director Review)                                    |                         | \$224             |                          | \$224              | 0.00%          |      |
| 26 Signs - Major (Design Review Commission Review)                    | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| 27 Master Sign Program  | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| <b>Wireless Facilities</b>  |                         |                   |                          |                    |                |      |
| 28 Small Cell Wireless Facilities (per site)                          | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| 29 Eligible Facilities Requests - Spectrum Act 6409(a) (per site)     | \$1,000                 |                   | \$1,000                  |                    | 0.00%          |      |
| 30 Non-Small Cell Wireless Facilities (per site)                      | \$4,400                 |                   | \$4,400                  |                    | 0.00%          |      |
| <b>Commercial Cannabis Licensing</b>                                  |                         |                   |                          |                    |                |      |
| Application for Conditional Certificate                               |                         | \$11,531          |                          | -                  | -100%          |      |
| Business Permit Renewal   |                         |                   |                          |                    |                |      |
| a) Administrative   |                         | \$9,419           |                          | -                  | -100%          |      |
| b) Public Hearing   |                         | \$11,531          |                          | -                  | -100%          |      |
| Community Benefit Agreement   |                         |                   |                          |                    |                |      |
| a) Initial Application  |                         | \$4,224           |                          | -                  | -100%          |      |
| b) Renegotiation  |                         | Actual Cost       |                          | -                  |                |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - PLANNING FEES AND DEPOSITS

| Activity Description  | Current Initial Deposit | Current Fixed Fee | Proposed Initial Deposit | Proposed Fixed Fee | Percent Change | Note |
|---|-------------------------|-------------------|--------------------------|--------------------|----------------|------|
| <b>Environmental Review</b>   |                         |                   |                          |                    |                |      |
| 31 Categorical / Statutory Exemption  | n/a - see note          |                   | n/a - see note           |                    |                | [a]  |
| 32 Initial Study / Negative Declaration / Mitigated Negative Declaration            | Deposit - TBD           |                   | Deposit - TBD            |                    |                | [b]  |
| 33 Environmental Impact Report  | Deposit - TBD           |                   | Deposit - TBD            |                    |                | [b]  |
| 34 Mitigation Monitoring & Compliance (Post Project Approval)                       | \$2,100                 |                   | \$2,100                  |                    | 0.00%          | [c]  |
| <b>Zoning Clearance</b>   |                         |                   |                          |                    |                |      |
| 35 General / Commercial Cannabis  |                         | \$449             |                          | \$449              | 0.00%          |      |
| <b>Streamlined Residential Review</b>   |                         |                   |                          |                    |                |      |
| 36 <del>Senate Bill 35 / AB 2162</del> (Streamlined Residential Development Review) | \$14,500                |                   | \$14,500                 |                    | 0.00%          | [g]  |
| 37 AB 168 (Notice of Intent / Tribal Consultation)                                  | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| <b>Density Bonus Request</b>  |                         |                   |                          |                    |                |      |
| 38 Density Bonus Request  | \$8,900                 |                   | \$8,900                  |                    | 0.00%          | [h]  |
| <b>Development Agreement / Amendment</b>  |                         |                   |                          |                    |                |      |
| 39 Development Agreement / Amendment  | \$13,300                |                   | \$13,300                 |                    | 0.00%          |      |
| <b>Zoning Code Interpretation Request</b>   |                         |                   |                          |                    |                |      |
| 40 Zoning Code Interpretation Request   | \$1,700                 |                   | \$1,700                  |                    | 0.00%          |      |
| <b>Accessory Dwelling Unit (Planning Permit)</b>                                    |                         |                   |                          |                    |                |      |
| 41 Accessory Dwelling Unit (Planning Permit)  |                         | \$898             |                          | \$898              | 0.00%          |      |
| <b>Zoning Compliance Letter Request</b>   |                         |                   |                          |                    |                |      |
| 42 Zoning Compliance Letter Request   |                         | \$898             |                          | \$898              | 0.00%          |      |
| <b>Minor Project Modification Request</b>   |                         |                   |                          |                    |                |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - PLANNING FEES AND DEPOSITS

| Activity Description  | Current Initial Deposit | Current Fixed Fee | Proposed Initial Deposit | Proposed Fixed Fee | Percent Change | Note |
|---|-------------------------|-------------------|--------------------------|--------------------|----------------|------|
| 43 Project Modification Request (Director Action) - (Per Request)                     |                         | \$449             |                          | \$449              | 0.00%          |      |
| <b>Stream Protection Zone Waiver</b>  |                         |                   |                          |                    |                |      |
| 44 Stream Protection Zone Waiver - (Director Action)                                  |                         | \$224             |                          | \$224              | 0.00%          |      |
| <b>Pre-Application Assistance Request</b>   |                         |                   |                          |                    |                |      |
| 45 Pre-Application Meeting  |                         |                   |                          |                    |                | [d]  |
| a) First Meeting - (up to 1/2 hour)   |                         | No Charge         |                          | No Charge          |                | [d]  |
| b) Additional Meeting - (Up to 1 hour)  |                         | \$547             |                          | \$547              | 0.00%          | [d]  |
| 46 Pre-Application Request for Information / Property Research (No Meeting)           |                         |                   |                          |                    |                | [e]  |
| a) First 1/2 Hour   |                         | No Charge         |                          | No Charge          |                | [e]  |
| b) Each Additional Hour - (1 hour minimum)  |                         | \$224             |                          | \$224              | 0.00%          | [e]  |
| 47 Pre-Application Design Consultation (No Meeting) - (per plan submittal / response) |                         | \$224             |                          | \$224              | 0.00%          | [f]  |
| 48 Technical Advisory Committee Review  |                         | \$1,346           |                          | \$1,346            | 0.00%          |      |
| <b>Downtown Core Parking Waiver</b>   |                         |                   |                          |                    |                |      |
| 49 Downtown Core Parking Waiver   |                         | \$449             |                          | \$449              | 0.00%          |      |
| <b>Reasonable Accommodation Request</b>   |                         |                   |                          |                    |                |      |
| 50 Reasonable Accommodation Request   |                         | \$898             |                          | \$898              | 0.00%          |      |
| <b>Tree Removal</b>   |                         |                   |                          |                    |                |      |
| 51 Tree Removal / Alteration – (Director Action)                                      |                         | \$224             |                          | \$224              | 0.00%          |      |
| 52 Tree Removal / Alteration – (Hearing Authority)                                    | \$1,700                 |                   | \$1,700                  |                    | 0.00%          |      |
| <b>Archeological Investigation Permit</b>   |                         |                   |                          |                    |                |      |
| 53 Archeological Investigation Permit   | \$2,500                 |                   | \$2,500                  |                    | 0.00%          |      |
| <b>Christmas Tree Lot / Temporary Event (Previously Approved)</b>                     |                         |                   |                          |                    |                |      |
| 54 Christmas Tree Lot / Temporary Event (Previously Approved Site)                    |                         | \$224             |                          | \$224              | 0.00%          |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - PLANNING FEES AND DEPOSITS

| Activity Description                     | Current Initial Deposit | Current Fixed Fee | Proposed Initial Deposit | Proposed Fixed Fee | Percent Change | Note |
|--|-------------------------|-------------------|--------------------------|--------------------|----------------|------|
| <b>Home Occupation Permit</b>            |                         |                   |                          |                    |                |      |
| 55 Home Occupation Permit                |                         | \$84              |                          | \$84               | 0.00%          |      |
| <b>Addressing</b>                        |                         |                   |                          |                    |                |      |
| 56 Single Address (New or Change)        |                         | \$224             |                          | \$224              | 0.00%          |      |
| 57 Subdivisions / Multi-Tenant Buildings |                         | \$1,122           |                          | \$1,122            | 0.00%          |      |
| <b>Appeal</b>                            |                         |                   |                          |                    |                |      |
| 58 Appeal                                |                         | \$500             |                          | \$500              | 0.00%          |      |

[a] Costs of exemption review recovered via permit deposit/fee.

[b] Initial deposit amount to be determined based on consultant estimate.

[c] Initial deposit amount shall be \$2,100 or consultant estimated full cost, whichever is greater.

[d] Intended to cover situations where prospective applicant requests a meeting with staff to discuss a project concept, application process, development potential, etc.

[e] Intended to cover inquiries that go beyond simple requests for zoning, development standards, and application procedures.

[f] Intended to cover inquiries where staff is requested to review and provide feedback on preliminary plans. This is not intended to serve as a full plan-check. Example use: when prospective applicants seek waiver from Design Review.

[g] Intended to cover residential development applications submitted pursuant to State Housing law, including, but not limited to Senate Bill 35, Assembly Bill and the like

[h] Intended to cover the processing procedures associated with a density bonus request.

[i] The deposit amount for a preliminary application shall be the amount of the initial deposit or a fixed fee of the formal permit request(s) required for the project. For example, if a project requires a design review (major) and a use permit (major). The remaining amount of a deposit for a preliminary application can be credited to cover the application deposit and/or fixed fee when a formal application(s) is submitted for a project.

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - PLANNING COST RECOVERY BILLING RATES

| Activity Description  | Current Rate            | Proposed Rate           | Percent Change | Note |
|---|-------------------------|-------------------------|----------------|------|
| <b>Hourly Billing Rates</b>   |                         |                         |                |      |
| 1 Community Development Director  | \$424                   | \$427                   | 0.71%          |      |
| 2 Deputy Community Development Director   | \$319                   | \$348                   | 9.09%          |      |
| 3 Principal Planner   | \$264                   | \$277                   | 4.92%          |      |
| 4 Sr. Planner   | \$244                   | \$249                   | 2.05%          |      |
| 5 Planner II  | \$215                   | \$218                   | 1.40%          |      |
| 6 Planner I   | \$195                   | \$199                   | 2.05%          |      |
| 7 Sr. Office Assistant  | \$139                   | \$142                   | 2.16%          |      |
| 8 Contract Services   | Actual Cost + 15% Admin | Actual Cost + 15% Admin |                |      |
| 9 Billing Factor for Other Job Classifications, if Applicable (multiply hourly wage rate by billing factor) | 4.29                    | 4.29                    | 0.00%          |      |

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - ENGINEERING AND ENCROACHMENT PERMIT FEES

| Activity Description   | Current Rate            | Proposed Rate           | Percent Change | Note |
|--|-------------------------|-------------------------|----------------|------|
| <b>Hourly Billing Rates</b>  |                         |                         |                |      |
| 1 Public Works Director  | \$388                   | \$395                   | 1.80%          |      |
| 2 Maintenance Superintendent   | \$299                   | \$309                   | 3.34%          |      |
| 3 Engineering Services Manager   | \$278                   | \$317                   | 14.03%         |      |
| 4 Principal Civil Engineer   | \$274                   | \$282                   | 2.92%          |      |
| 5 Public Works Administration Mgr.   | \$265                   | \$267                   | 0.75%          |      |
| 6 Sr. Civil Engineer   | \$261                   | \$277                   | 6.13%          |      |
| 7 Associate Civil Engineer   | \$227                   | \$241                   | 6.17%          |      |
| 8 Assistant Engineer   | \$197                   | \$210                   | 6.60%          |      |
| 9 Engineering Project Coordinator  | \$197                   | \$201                   | 2.03%          |      |
| 10 Maintenance Supervisor  | \$194                   | \$201                   | 3.61%          |      |
| 11 Management Analyst II   | \$189                   | \$200                   | 5.82%          |      |
| 12 Public Works Inspector  | \$171                   | \$176                   | 2.92%          |      |
| 13 Facilities Maintenance Lead Worker  | \$169                   | \$175                   | 3.55%          |      |
| 14 Senior Maintenance Worker   | \$145                   | \$150                   | 3.45%          |      |
| 15 Permit Technician   | \$140                   | \$143                   | 2.14%          |      |
| 16 Maintenance Worker  | \$134                   | \$136                   | 1.49%          |      |
| 17 Sr. Office Assistant  | \$127                   | \$130                   | 2.36%          |      |
| 18 Office Assistant II   | \$116                   | \$118                   | 1.72%          |      |
| 19 Contract Services   | Actual Cost + 15% Admin | Actual Cost + 15% Admin |                |      |
| 20 Billing Factor for Other Job Classifications, if Applicable (multiply hourly wage rate by billing factor) | 3.92                    | 3.92                    | 0.00%          |      |



# City of Novato

## MASTER FEE SCHEDULE - ENGINEERING IN-LIEU FEES

### A. Affordable Housing Fees [a]

- 1 IN-LIEU FEE (RESOLUTIONS 97-01 and 120-03)  
Affordable Housing In-Lieu Fee per the Revised Affordable Housing Ordinance:
  - a) Developments of one or two single family homes of less than 3,000 sq. ft. are exempt from paying the fee. Contact Housing Coordinator via the Planning Department at 415-899-8989.
  - b) Subdivisions of 3-7 units must pay a fee dependent on the subdivision size. Please contact Housing Coordinator for amount.
  - c) Any subdivision larger than 7 units must provide an affordable unit in the development.
- 2 REFINANCE FEE FOR UNITS IN THE BELOW MARKET RATE HOUSING PROGRAM: \$550 per transaction  
APPROVAL OF CAPITAL IMPROVEMENTS FOR UNITS IN THE BELOW MARKET RATE HOUSING PROGRAM  
Application Processing: \$100  
Application Processing including on-site inspection of improvements: \$250

### B. ART IN PUBLIC PLACES - ORDINANCE 1468

New development of five or more residential units, new non-residential development or additional floor space to non-residential structures shall be subject to this ordinance.

### C. Parking In-Lieu Fee (Resolution 83-05 Effective July 2005) [b]

New nonresidential development, expansion of existing nonresidential structures, or nonresidential changes of use requiring additional on-site parking, occurring on parcels located within the boundaries of the Downtown Overlay Zoning District must provide must provide on-site parking or pay in-lieu fees in the amount of \$5,000 for each required on-site parking stall (See Novato Municipal Code Section 19.30).

#### Park

### D. Park Dedication and In-Lieu Fees (Quimby) [c]

Quimby fees apply to residential subdivisions only, pursuant to Novato Municipal Code 9-20 (Ord. 1124 and Ord. 1478). Subdivider may dedicate land and/or pay fee, however, subdivisions with less than 50 units are required to pay fees and may not dedicate land or recreation facilities.

|   | Activity Description   | FEE PER UNIT |
|---|------------------------|--------------|
| 1 | Single Family Detached | \$ 5,394.00  |
| 2 | Single Family Attached | \$ 4,434.00  |
| 3 | Duplex                 | \$ 4,925.00  |
| 4 | Apartment 3-4 units    | \$ 4,681.00  |
| 5 | Apartment 5 or more    | \$ 4,422.00  |
| 6 | Mobile Home            | \$ 2,976.00  |

- [a] The Affordable Housing In-Lieu Fee is adjusted annually for inflation using the Consumer Price Index (percent change from March/March) as established by Resolution No. 97-01. This fee has been amended by Resolution 120-03 with an effective date of December 15, 2003.
- [b] The Parking In-Lieu Fee shall remain at \$2,500 for a period of three (3) years commencing on the date of the adoption of resolution 83-05. Thereafter, the fee shall increase to \$5,000 per parking stall for a subsequent period of three (3) years. Thereafter, the Fee shall increase to \$10,000 per parking stall.
- [c] Quimby fees are collected in order for the City to provide for the park or recreation needs of the residents of the subdivision. Quimby fees are adjusted annually and are based on the fair market value of a buildable acre of land in Novato. Half of the total fee is due as a condition of final map or parcel map approval, with the remaining balance paid at the time of issuance of building permits (paid per permit).

# City of Novato

## MASTER FEE SCHEDULE - DEVELOPMENT IMPACT FEES

### A. Affordable Housing Fees [a]

- 1 IN-LIEU FEE (RESOLUTIONS 97-01 and 120-03)  
Affordable Housing In-Lieu Fee per the Revised Affordable Housing Ordinance:
  - a) Developments of one or two single family homes of less than 3,000 sq. ft. are exempt from paying the fee. Contact Housing Coordinator via the Planning Department at 415-899-8989.
  - b) Subdivisions of 3-7 units must pay a fee dependent on the subdivision size. Please contact Housing Coordinator for amount.
  - c) Any subdivision larger than 7 units must provide an affordable unit in the development.
- 2 REFINANCE FEE FOR UNITS IN THE BELOW MARKET RATE HOUSING PROGRAM: \$550 per transaction  
APPROVAL OF CAPITAL IMPROVEMENTS FOR UNITS IN THE BELOW MARKET RATE HOUSING PROGRAM  
Application Processing: \$100  
Application Processing including on-site inspection of improvements: \$250

### B. ART IN PUBLIC PLACES - ORDINANCE 1468

New development of five or more residential units, new non-residential development or additional floor space to non-residential structures shall be subject to this ordinance.

### C. Parking In-Lieu Fee (Resolution 83-05 Effective July 2005) [b]

New nonresidential development, expansion of existing nonresidential structures, or nonresidential changes of use requiring additional on-site parking, occurring on parcels located within the boundaries of the Downtown Overlay Zoning District must provide must provide on-site parking or pay in-lieu fees in the amount of \$5,000 for each required on-site parking stall (See Novato Municipal Code Section 19.30).

#### Park

### D. Park Dedication and In-Lieu Fees (Quimby) [c]

Quimby fees apply to residential subdivisions only, pursuant to Novato Municipal Code 9-20 (Ord. 1124 and Ord. 1478). Subdivider may dedicate land and/or pay fee, however, subdivisions with less than 50 units are required to pay fees and may not dedicate land or recreation facilities.

|   | Activity Description   | FEE PER UNIT |
|---|------------------------|--------------|
| 1 | Single Family Detached | \$ 5,394.00  |
| 2 | Single Family Attached | \$ 4,434.00  |
| 3 | Duplex                 | \$ 4,925.00  |
| 4 | Apartment 3-4 units    | \$ 4,681.00  |
| 5 | Apartment 5 or more    | \$ 4,422.00  |
| 6 | Mobile Home            | \$ 2,976.00  |

### E. School Developer Fee Information

If applicable, details about school developer fees can be found at <https://nusc.org/business-services/developer-information/>. This page provides information on school impact fees for developers, including instructions for calculating fees and the necessary forms. It also includes contact details for further assistance and links to additional resources.

- [a] The Affordable Housing In-Lieu Fee is adjusted annually for inflation using the Consumer Price Index (percent change from March/March) as established by Resolution No. 97-01. This fee has been amended by Resolution 120-03 with an effective date of December 15, 2003.
- [b] The Parking In-Lieu Fee shall remain at \$2,500 for a period of three (3) years commencing on the date of the adoption of resolution 83-05. Thereafter, the fee shall increase to \$5,000 per parking stall for a subsequent period of three (3) years. Thereafter, the Fee shall increase to \$10,000 per parking stall.
- [c] Quimby fees are collected in order for the City to provide for the park or recreation needs of the residents of the subdivision. Quimby fees are adjusted annually and are based on the fair market value of a buildable acre of land in Novato. Half of the total fee is due as a condition of final map or parcel map approval, with the remaining balance paid at the time of issuance of building permits (paid per permit).

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - COMMERCIAL CANNABIS LICENSING FEES

| Activity Description                      | Current Fee | Proposed Fee | Percent Change | Note |
|---|-------------|--------------|----------------|------|
| Commercial Cannabis Licensing             |             |              |                |      |
| 1 Application for Conditional Certificate | \$11,954    | \$11,954     | 0.00%          |      |
| 2 Business Permit Renewal                 |             |              | 0.00%          |      |
| a) Administrative                         | \$9,765     | \$9,765      | 0.00%          |      |
| b) Public Hearing                         | \$11,954    | \$11,954     | 0.00%          |      |
| <hr/>                                     |             |              |                |      |
| 3 Community Benefit Agreement             |             |              |                |      |
| a) Initial Application                    | \$4,379     | \$4,379      | 0.00%          |      |
| b) Renegotiation                          | Actual Cost | Actual Cost  |                |      |

[a] Inspection can be completed by property owner and appropriately documented in application. Fee applies only if documentation cannot be satisfactorily completed and City staff is required to conduct an inspection.

# City of Novato

## BEFORE AND AFTER ILLUSTRATION - ELECTRIC VEHICLE CHARGING RATES

| Activity Description   | Current Rate    | Proposed Rate  | Percent Change | Note |
|--|-----------------|----------------|----------------|------|
| <b>Electric Vehicle Charging</b>   |                 |                |                |      |
| 1 Rate per kilowatt-hour (kWh) <del>kWh hour (first hour free)</del>                                   | \$1.50 per hour | \$0.45 per kWh | N/A            |      |
| 2 Idle Fee (per hour following 30-minute grace period and capped at \$50 for exceeding a 4-hour limit) | \$4             | \$4            | 0.00%          |      |

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# City of Novato

## BEFORE AND AFTER ILLUSTRATION - FINANCE

| Activity Description                                      | Current Fee | Proposed Fee | Percent Change | Charge Basis                             | Note |
|---|-------------|--------------|----------------|--|------|
| 1 Non-Sufficient Funds/Returned Item Fee                  | -           | \$25         | 100.00%        | Per returned item/Non sufficient funding |      |
| 2 Credit and Debit Card Service Fee for all card payments | -           | 3%           | 100.00%        | Per Credit/Debit Card Transaction        |      |